

Course Administration

Table of Contents

Program Overview	2
Becoming a SCOPE Instructor	2
Program Content and Audience	2
Modules Overview	3
Module 1 Agenda	3
Module 2 Agenda	4
Overview of Program Lectures	5
Lecture 1—Children with Special Health Care Needs and Common Chronic Illnesses	5
Lecture 2—The ABCDEs: A Different Look	5
Lecture 3—SAMPLE History	5
Lecture 4—Moving Children with Special Needs	6
Overview of Program Skill Stations	7
Skill Station Equipment List	7
Skill Station 1: Tracheostomy Emergencies	8
Skill Station 2: Management of Central Venous Catheters and Feeding Catheters	8
Skill Station 3: Stabilization and Transportation Scenarios	8
Timeline for Coordinating a SCOPE Program	9
Tests	10
Course Evaluation and Certificate of Attendance	10
Acknowledgments	11

Program Overview

The Special Children's Outreach and Prehospital Education (SCOPE) program was created by Terry Adirim, MD, MPH, and Elizabeth "Betsy" Smith, RN, NREMT-P. The purpose of the SCOPE program is to teach all levels of prehospital providers how to safely care for children with special health care needs (CSHCN). This Instructor's Manual is intended to guide instructors as they teach the SCOPE program.

Becoming a SCOPE Instructor

SCOPE instructors must hold at least an ALS certification and hold an instructor certification in Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), Pediatric Basic Trauma Life Support (BTLS), Pediatric Education for Prehospital Professionals (PEPP), Pediatric Prehospital Care (PPC), or Prehospital Trauma Life Support (PHTLS). It is encouraged that instructors have a strong background in both the management of pediatric patients and the teaching of pediatric emergency medicine. It is also recommended that SCOPE instructors have previous experience teaching PALS, PEPP, PPC, or Pediatric BTLS. To qualify to become a SCOPE instructor, the candidate must:

- Complete a full-day SCOPE program
- Pass the posttest
- Attend the SCOPE instructor candidate information program

It is encouraged that SCOPE instructor candidates co-instruct one or more SCOPE Skill Stations (hands-on scenarios and skill-based sessions) until they are completely comfortable with the material. The SCOPE instructor will determine when an instructor candidate can teach independently, once the initial SCOPE instructor requirements have been fulfilled. Any SCOPE instructor who has satisfied the instructor requirements can instruct a SCOPE program. To maintain eligibility to teach a SCOPE program, the instructor must participate in teaching one SCOPE program per year.

Program Content and Audience

Prior to the start of class, students will have read the accompanying text (Special Children's Outreach and Prehospital Education) and completed the pretest (appropriate for both BLS and ALS providers). The pretest is reviewed by the instructor at the start of the program. The pretest answer key includes explanations and page references for each question.

The students taking this program will be Basic Life Support (BLS) or Advanced Life Support (ALS) providers, nurses, or physicians. Because the program materials include BLS and ALS content, it is extremely important that the instructor delineate which situations do and do not apply to BLS providers in order to determine which SCOPE module to present. Module 1 is best suited for EMTs or new paramedics, and Module 2 may work better for continuing-education students. PowerPoint presentations with lecture notes are intended to help guide the instructor as to what does and does not apply to BLS providers. A posttest is given once the module is completed (there are separate posttests for BLS and ALS providers).

Student preparation for the program is essential, because many of the areas discussed usually are not common knowledge for most prehospital providers. This also allows the lecture portion of the program to be presented in a more condensed form, as opposed to providing involved etiology, pathophysiology, and medical management information. Although this is not a certification program, students will receive a Certificate of Attendance. It is encouraged that students refresh their skills presented in the Skill Stations every 2 years.

Note: The pretest does not include questions that pertain to "Section II: Special Technology" in the textbook, because great emphasis is placed on managing technology-dependent children during the lecture and skills portions of the program. However, the instructor can encourage the students to review that section.

The pretest, posttest, and PowerPoint presentations can be found on the CD-ROM.

Modules Overview

The following modules are available in the SCOPE curriculum. They can be offered as independent presentations or combined into a half- or full-day course. Included is an outline of the two modules for the instructor to use to determine which format best meets the needs of the audience. We suggest the full-day course for those taking SCOPE for the first time and the half-day course for experienced paramedics or those retaking SCOPE. An instructor has the option to incorporate chosen lectures and/or skill stations into a preexisting program, such as an EMT-B, EMT-I, or Paramedic certification program or continuing-education program. Students can only receive a SCOPE Certificate of Attendance if all of the content of a module is fully completed. It is important throughout all of the lectures to delineate those skills that each level of provider can either assist with or perform. Total classroom times for each module may differ if break and lunch times are altered.

Module 1

Module 1 is a combination of four lectures and three Skill Stations that are designed for the EMT and/or new Paramedic, or students who are in an EMT or Paramedic course. Each Skill Station should take place in a separate room and consists of a video, open discussion, and hands-on or scenario-based practice. This content meets many of the special needs, etiology, and technology-educational requirements listed in the 1998 National Transportation and Highway Safety Administration's (NTHSA) Emergency Medical Technician Paramedic: National Standard Curriculum (EMT-P).

Estimated total class time, including registration, three 15-minute breaks, an hour lunch, and the optional program, is 9 hours and 45 minutes. Total educational hours are 6 hours and 45 minutes.

Module 1 Agenda

Topic/Station	Time
<i>Registration</i>	<i>30 minutes prior to start</i>
Welcome and review of pretest	30 minutes
Program Lectures	
Lecture 1—Children with Special Health Care Needs and Common Chronic Illnesses	60 minutes
<i>Break</i>	<i>15 minutes</i>
Lecture 2—The ABCDEs: A Different Look	75 minutes
<i>Break</i>	<i>15 minutes</i>
Lecture 3—SAMPLE History	15 minutes
Lecture 4—Moving Children with Special Needs	30 minutes
<i>Lunch</i>	<i>60 minutes</i>
Skill Station rotation	
Skill Station 1: Tracheostomy Emergencies	55 minutes
Skill Station 2: Management of Central Venous Catheters and Feeding Catheters	55 minutes
<i>Break</i>	<i>15 minutes</i>
Skill Station 3: Stabilization and Transportation Scenarios	55 minutes
Posttest and evaluation	30 minutes
<i>Instructor candidate information program (optional)</i>	<i>45 minutes</i>
Total Module Time	9 hours and 45 minutes
Total Content Time (excluding registration, lunch, breaks, and optional program)	6 hours and 45 minutes

Module 2

Module 2 consists of the three 55-minute Skill Stations that are designed for *certified EMTs and Paramedics* who have completed a previous SCOPE program and need a refresher on the skills presented. Skills should be reviewed every 2 years.

As a review, the instructor may choose to have the students complete the pretest prior to beginning the Skill Stations. Although the pretest is optional, it is strongly recommended so that participants are well prepared for the Skill Stations. Each Skill Station should take place in a separate room and consists of a video, open discussion, and hands-on or scenario-based practice. Estimated total class time, including registration, an optional pretest, one 15-minute break, and an optional instructor candidate program, is 5 hours and 5 minutes. Total educational hours are 3 hours and 15 minutes.

The instructor has great flexibility in designing an agenda that is appropriate for the students who will be attending the program. As previously discussed, an instructor also has the option to integrate select lectures or Skill Stations into EMT or Paramedic certification or recertification courses. However, unless the student completes an entire module, he or she will not be recognized as completing a SCOPE program and will not be eligible to become a SCOPE instructor.

Module 2 Agenda

Topic/Station	Time
<i>Registration</i>	<i>30 minutes prior to start</i>
<i>Welcome and review of pretest (optional)</i>	<i>20 minutes</i>
Skill Station rotation	
Skill Station 1: Tracheostomy Emergencies	55 minutes
Skill Station 2: Management of Central Venous Catheters and Feeding Catheters	55 minutes
<i>Break</i>	<i>15 minutes</i>
Skill Station 3: Stabilization and Transportation Scenarios	55 minutes
Posttest and evaluation	30 minutes
<i>Instructor candidate information program (optional)</i>	<i>45 minutes</i>
Total Module Time	5 hours and 5 minutes
Total Content Time (excluding registration, a break, and the optional programs)	3 hours and 15 minutes