



ALHS 1040
INTRODUCTION TO HEALTH CARE
COURSE SYLLABUS
SPRING SEMESTER 2016

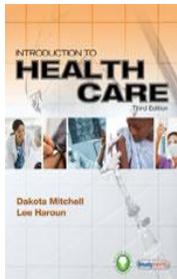
Semester: Spring 2016
Course Title: Introduction To Health Care
Course Number: ALHS 1040
Credit Hours/ Minutes: 3/3750
Class Location: Room 619, Gillis Building
Class Meets: M & W 10:15 – 12:30
CRN: 40177

Instructor: Angie Headley, RN
Email: aheadley@southeasterntech.edu
Phone: 478-289-2249
Fax: 912-538-3106
Office Location: Gillis BLDG. 715
Office Hours: M – R 7:30 8:30 then 1:00 – 5:00

Tutoring Hours: Please schedule an appointment with course instructor

REQUIRED TEXT:

Introduction to Health Care. Mitchell & Haroun. 3rd edition. Delmar Cengage Learning
Heartsaver First Aid. American Heart Association **2010 Guidelines**
BLS for Healthcare Providers Student Manual. American Heart Association **2010 Guidelines**



REQUIRED SUPPLIES & SOFTWARE: Pen, pencil, paper, notebook, highlighter, watch with a second hand, CPR resuscitator mask adult and infant size (Available for purchase in bookstore). **Students will not be allowed to perform skill check-offs without these items.**

COURSE DESCRIPTION: Introduces a grouping of fundamental principles, practices, and issues common in the health care profession. In addition to the essential skills, students explore various delivery systems and related issues. Topics include: Blood/Air-borne Pathogens, Infection Control, Vital Signs, Basic Emergency Care/First Aid and triage, and Basic Life Support/CPR.

MAJOR COURSE COMPETENCIES:

1. Infection control/blood and air-borne pathogens
2. Vital Signs
3. Basic emergency care/first aid and triage
4. Basic life support/CPR

PREREQUISITE(S): Provisional Admission

COURSE OUTLINE:

Infection control/blood and air-borne pathogen

1. Differentiate the roles, standards and guidelines for the following agencies: Center for Disease Control and Prevention (CDC); Occupational Health and Safety Administration (OSHA); and Federal Drug Administration (FDA).
2. Describe the characteristics of each link of the infection chain.

3. Define blood/air-borne pathogens.
4. Identify exposure risks related to health occupations.
5. Demonstrate pre and post exposure precautions to include handwashing, gloving (sterile/nonsterile, Personal Protective Equipment (PPE),
6. Describe causative agent, symptoms, occurrence, reservoir, mode of transmission, incubation period, period of communicability, prevention and control measures of the following diseases: Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome, all types of Hepatitis (A,B,C,), Tuberculosis, Meningitis, antibiotic resistant microbes and Herpes Viruses.
7. Differentiate forms of immunity.

Vital Signs

1. Demonstrate proficiency in obtaining and documenting blood pressure, temperature, pulse, respiration, weight and height.
2. Describe factors that affect vital signs including normal and abnormal values.

Basic Emergency Care/first aid and triage

1. A course from an accredited agency (American Safety and Health Institute, American Heart Association, American Red Cross) leading to certification in First Aid is acceptable in lieu of the following recommended outline.
2. Perform initial assessment.
3. Demonstrate various techniques for control of bleeding.
4. Describe first aid for various types of shock.
5. Apply bandages and splints.
6. Describe assessment and treatment of burns, poisoning, seizures, insect stings/bites, heat and cold exposure, syncope.

Basic life support/CPR

1. Acquire certification in CPR for Healthcare Providers (including 2 person CPR) by a certified instructor from American Heart Association or American Red Cross (or) CPR-PRO For the Professional Rescuer from the American Health and Safety Institute.

GENERAL EDUCATION CORE COMPETENCIES: STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.
4. The ability to utilize basic computer skills.

All students pursuing a degree, a diploma, or a Technical Certificate of Credit with a General Education component will be required to pass the General Education Competency Exams prior to graduation.

STUDENT REQUIREMENTS: Students are required to complete all exams and daily assignments.

Prior to each class, the student is expected to complete the following:

1. Read the assigned chapter.
2. Complete the answers to the review questions at the end of the chapter.
3. Complete the definitions of the key terms listed at the beginning of the chapter.

Skill Performance Evaluations:

The following skill performance evaluations will be conducted throughout the semester. The student will be given specified equipment and supplies (except a watch and CPR resuscitation mask), time for completion, and 3 possible attempts to complete the skill. Students will be graded pass or fail.

Chapter 10

Handwashing

Donning sterile gloves

Applying & removing mask, gown and gloves

Chapter 20

Taking Oral temperature
Taking Tympanic temperature
Taking Radial pulse
Counting Respirations
Taking Blood Pressure
Measuring Height and Weight

CPR Skills

1 and 2 Rescuer Adult BLS with AED
1 and 2 Rescuer Infant BLS

First Aid Skills

Finding the Problem
Stopping Bleeding and Bandaging
Splinting
Using an Epinephrine Pen

Exams: During an examination, students are required to place all textbooks and personal property in the designated area located in the classroom. Students are to be seated with an empty seat between each student, if possible. No talking is allowed once the test begins. Students found with their cell phone or any other personal communication device during a test will be considered cheating and given a zero for the exam grade.

Students will be given a total of 7 written exams throughout the semester and 1 final exam at the end of the semester. The exam format consists of true false, multiple choice, matching, short answer, fill in the blank, and essay questions. A total of 100 points may be earned on each exam. SEE CPR SECTION FOR SPECIAL INFORMATION REGARDING THAT EXAM.

Content areas for each exam

Exam	Blood/Airborne Pathogens Videos	Exam	Chapter 20/ Physical Assessment
Exam	Chapter 10/Infection Control	Exam	First Aid Test
Exam	Chapter 9/Body Mechanics,	Exam	BLS Healthcare Provider CPR Test
Exam	Chapter 11/Environmental Safety	Final Exam	Chapters 9, 10, 11, & 20

Evaluation Procedures:

Students will be given a total of 7 written exams throughout the semester and 1 final exam at the end of the semester. The exam format consists of true false, multiple choice, matching, short answer, fill in the blank, and essay questions. A total of 100 points may be earned on each exam. No test grades are dropped.

In order to sit for the final exam, a student must first, successfully complete all Skills Performance Evaluations prior to the date of the scheduled final and maintain a final chapter/unit Test Average of 70 or above. Grades of 69.9 will not be rounded up. If the student has below a 70 average or fails to complete the required skills, the student will not be allowed to take the final exam and will receive a grade of zero.

CPR:

Since CPR is a critical competency for this course, an American Heart Association mandated grade of 84% or higher must be achieved on the CPR test along with passing the CPR skill check-offs in order to pass the class. In the event of a failing grade on the exam, students will be given the opportunity to remediate and retest once. After passing the second exam, the two exams will be averaged together and recorded for the CPR exam grade for this class. Failure to pass the second CPR Test will require student to repeat ALHS 1040.

If a student is already certified in BLS/CPR, and has a current BLS card, they still must attend the CPR class and take the CPR exam. **Any exception(s) to this requirement will require Dean approval and would only be in some exceptional circumstance.** If the student is approved, he or she must re-take the CPR exam (student is allowed only one chance) with the class and must pass with a grade of 84 or higher. However, if the student scores less than 84, they must attend the CPR class. Since the CPR test is given at the end of the CPR class, the student may need to re-take the CPR class with Tommy Jenkins. The student may contact Tommy Jenkins, STC Training Center Manager, at 912-538-3200 to schedule a makeup class additional fees will apply. The two CPR test will be averaged together.

If a student **misses CPR or First Aid**, he or she **will not be allowed to makeup these classes with the instructor**. Unless there is another CPR class the student can attend, the student may contact Tommy Jenkins, STC Training Center Manager, at 912-538-3200 to schedule a makeup class additional fees will apply. Remember all skills and exams must be completed prior to taking the final exam and the exam makeup rule still applies.

For CPR classes you must arrive on time. Wear Comfortable Clothing But Must Be Appropriate For Class. No low cut tops. Pants must fit so that when bending over there is no exposure of the buttocks. Anyone dressed inappropriately will be dismissed from the class.

STC Policies: Students are also responsible for policies and procedures in the *STC E-Catalog*. **STC Policy states there is no eating or drinking or cell phones allowed in class. This will result in dismissal from the class.**

STC ATTENDANCE POLICY: It is essential that educational programs maintain requirements and standards necessary for successful employment of its graduates in business and industry. In view of the intensive nature of the educational programs, it is necessary for every student to be present and on time every day for all classes.

Attendance is counted from the first scheduled class meeting of each semester. To receive credit for a course a student must attend at least 90% of the scheduled instructional time. All work missed due to tardiness or absences must be made up at the convenience of the instructor. Any student attending less than the required scheduled instructional time as noted on each syllabus will receive a "W" for the course if removed from the course on or before the 65% date of the semester. After the 65% date, any student who has maintained a passing grade within a course will receive a 'WP' for the course when attending less than the required scheduled instructional time as stated on each course syllabus. If, however, the student has not maintained a passing grade, he or she will receive a 'WF' for the course. Tardy means arriving after the scheduled time for instruction to begin. Early departure means leaving before the end of the scheduled time. Three (3) tardies or early departures equal one (1) absence for the course involved.

TRADITIONAL ATTENDANCE ADDENDUM: This class will meet for a total of 2 days per week for 15 weeks; therefore, a student may **miss no more than 4 days** during the semester.

SPECIFIC ABSENCES: Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

SPECIAL NEEDS ADDENDUM: *Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Jan Brantley, Building One office 1208 Swainsboro Campus, 478-289-2274, or Helen Thomas, Room 108 Vidalia Campus, 912-538-3126, to coordinate reasonable accommodations.*

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with the Special Needs Office. Swainsboro Campus: Jan Brantley (478) 289-2274 -- Vidalia Campus: Helen Thomas Room 108 (912) 538-3126

MAKEUP GUIDELINES (Tests, quizzes, homework, projects, etc...): In the event of an absence(s), it is the student's responsibility to obtain any lectures and/or handouts prior to the next scheduled class. In addition, students are expected to complete any exam(s) as scheduled per lesson plan over missed materials.

MAKEUP GUIDELINES FOR TESTS: In the event of an **excused absence** on an exam day, the student will be allowed to make-up **one** exam (excluding the final exam) which will be given at the discretion of the instructor. A grade of "0" will be given to all subsequent exams missed. The make-up exam may or may not be the same as the original exam. It may also be a different test format. Failure to show up for a make-up exam results in a grade of zero.

An excused absence is jury duty, military duty, court duty, or required job training. Other excused absences may also include illness, hospitalization or a death in the student's immediate family. Official, written documentation such as a subpoena or a doctor's excuse must be provided by the student prior to taking the make-up exam. The instructor reserves the right to refuse for the student to take the make-up exam based on the merit of the documentation.

ACADEMIC DISHONESTY POLICY: The STC Academic Dishonesty Policy states *All forms of academic*

dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the *STC Catalog and Student Handbook*.

Procedure for Academic Misconduct

The procedure for dealing with academic misconduct and dishonesty is as follows:

--First Offense--

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

--Second Offense--

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

--Third Offense--

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION: Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, disabled veteran, veteran of Vietnam Era or citizenship status, (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

GRIEVANCE PROCEDURES: Grievance procedures can be found in the Catalog and Handbook located on STC's website.

ACCESS TO TECHNOLOGY. Students can now access Angel, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the STC website at www.southeasterntech.edu.

TCSG GUARANTEE/WARRANTY STATEMENT: The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY:

Unit Exams 75%
Final Exam 25%
Skills P/F

GRADING SCALE:

A: 90-100
B: 80-89
C: 70-79
D: 60-69
F: 0-59

Each student's final course grade will be determined as follows:

Average of Exams x 0.75 = _____
Final Exam x 0.25 = + _____
Numerical Course Grade = _____

ALHS 1040 Introduction to Healthcare
M&W 10:15 – 12:30
SPRING SEMESTER 2016 LESSON PLAN

Date	Chap / Less	Content	Assignments & Tests Due	Comp Area
Week 1				
MON 1/11/16		Introduction to Course Review Syllabi and STC Policies Get books	Read Bloodborne pathogen handout for class on Wed.	*1 **a-d
WED 1/13/16	Video	Video "Protecting Yourself from Bloodborne Pathogens"	Bloodborne Pathogen Read handout on pathogens Airborne Pathogen Read handout on pathogens	*1 **a-d
Week 2				
MON 1/18/16	HOLIDAY	MLK Day		*1 **a-d
WED 1/20/16	Ch 10	Test Air/Bloodborne Pathogens Infection Control	Read chapter 10	*1 **a-d
Week 3				
MON 1/25/16	Ch 10	Infection Control	Read/study infection control chapter	*1 **a-d
WED 1/27/16	Ch 10	Infection Control Hand washing	Read/study infection control chapter	*1 **a-d
Week 4				
MON 2/1/16	Ch 10	Infection Control Universal Precautions PPE Sterile Gloves	Read/study infection control chapter	*1 **a-d
WED 2/3/16	Ch 10	Infection Control Review	Read/study infection control chapter	*1 **a-d
Week 5				
MON 2/8/16		Test Ch 10 Infection Control	Read Chapter 9	*1 **a-d
WED 2/10/16	Ch 9	Body Mechanics	Read/study body mechanics chapter	*n/a **a-d
Week 6				
MON	Ch 11	Test Ch 9 Body Mechanics	Read Ch 11 Environmental Safety	*n/a **a-d

2/15/16		Environmental Safety		
WED 2/17/16	Ch 11	Environmental Safety	Read/study environmental safety chapter	*n/a **a-d
Week 7				
MON 2/22/16	AHA First Aid	Test Ch 11 Environmental Safety First Aid Basics Finding the Problem Skill Check-Off Medical Emergencies Epi Pen Skill Check-off Injury Emergencies	Begin First Aid Study First Aid book at home	*3 **a-d
WED 2/24/16	AHA First Aid	First Aid Splinting Skill Check-off First Aid Stop Bleeding Skill Check-off Environmental Emergencies First Aid Test	Begin reading CPR book	*3 **a-d
Week 8				
MON 2/29/16	AHA CPR	CPR Video/Practice Wear Appropriate Clothing	Read CPR book at home	*4 **a-d
WED 3/2/16	AHA CPR	CPR Video/Practice Wear Appropriate Clothing	Read CPR book at home	*4 **a-d
Week 9				
MON 3/7/16	AHA CPR	CPR Video/Practice Wear Appropriate Clothing	Read CPR book at home	*4 **a-d
WED 3/9/16	Ch 20	Physical Assessment Temp, Height & Weight	Read/study physical assessment chapter	*2 **a-d
Week 10				
MON 3/14/16	Ch 20	Physical Assessment Temp, Height & Weight	Read/study physical assessment chapter	*2 **a-d
WED 3/16/16	Ch 20	Physical Assessment Pulse and Resp	Read/study physical assessment chapter	*2 **a-d
Week 11				
MON	Ch 20	Physical Assessment	Read/study physical	*2

3/21/16		Pulse & Resp	assessment chapter	**a-d
WED 3/23/16	Ch 20	Physical Assessment Pulse and Resp	Read/study physical assessment chapter	*2 **a-d
Week 12				
MON 3/28/16		Spring Break	Read/study physical assessment chapter	*2 **a-d
WED 3/30/16		Spring Break	Read/study physical assessment chapter	*2 **a-d
Week 13				
MON 4/4/16	Ch 20	Physical Assessment Blood Pressure	Read/study physical assessment chapter	*2 **a-d
WED 4/6/16	Ch 20	Physical Assessment Blood Pressure	Read/study physical assessment chapter	*2 **a-d
Week 14				
MON 4/11/16	Ch 20	Physical Assessment All Vitals Signs	Read/study physical assessment chapter	*2 **a-d
WED 4/13/16	Ch 20	Test Ch 20 Physical Physical Assessment All Vital Signs	Assessment	*2 **a-d
Week 15				
MON 4/18/16	Ch 10 & 20	All Skills Practice/Remediation today (if applicable)	Begin studying and reviewing for Final exam	*2 **a-d
WED 4/20/16		All Skills Practice/Remediation today (if applicable)	study and review for Final exam	
Week 16				
MON 4/25/16	Ch 9, 10, 11, & 20	Final Exam Review over Ch 9, 10, 11, & 20	Study for Final Exam on Wed	*1 & 2 **a-d
WED 4/27/16	Ch 9, 10, 11, & 20	Comprehensive Final Exam over Ch 9, 10, 11, & 20	Final Exam today	*1 & 2 **a-d

*** Competency Areas:**

1. Infection control/blood and air-borne pathogens
2. Vital Signs
3. Basic emergency care/first aid and triage
4. Basic life support/CPR

****General Core Educational Competencies**

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.
- d) The ability to utilize basic computer skills.