



focused

NUPC 1260 Clinical Patient Care Technician

Course Syllabus: Fall 2017

"Northeast Texas Community College exists to provide responsible, exemplary learning opportunities."

Cindy Reider, RNC-OB

Office: UHS Nursing Faculty Office

Phone: 330-671-0999 (cell)

Email: creider@ntcc.edu

Candace Sibley, RN

Phone: 903-424-3385 (cell)

Email: csibley@ntcc.edu

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
By appt.	By appt	By appt	By appt	By appt	By appt	As needed

The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.

Course/Catalog Description: Training, skills, and knowledge needed to gain employment as a Patient Care Technician in a hospital setting.

Prerequisite: Successful completion of the Certified Nurse Aide Program and admission to the Patient Care Technology Program

End-of-Course Outcomes: As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

Course Outline:

Orientation to Syllabus, Blackboard, and Course Policies.

Course Objectives:

1. Provide basic patient care including bathing, feeding, toileting and ambulating patients as well as obtaining vital signs and reporting any abnormal values to the licensed nurse
2. Acquire and distribute patient care supplies
3. Change bed linens and process dirty linens properly
4. Perform safety checks to keep patient rooms clean and clutter – free

5. Obtain EKG readings
6. Perform phlebotomy procedures
7. Discontinue IV and Foley catheters using standard precautions and per physician order

Course Textbooks Required:

Carter, P. J. (2016). *Lippincott Textbook for Nursing Assistants A Humanistic Approach to Caregiving* (Fourth edition ed.). Philadelphia: Wolters Kluwer Lippincott Williams & Wilkins.

Carter, P. J. (2016). *Workbook Lippincott Textbook for Nursing Assistants A Humanistic Approach to Caregiving* (Fourth Edition ed.). Philadelphia: Wolters Kluwer Lippincott Williams & Wilkins.

Thaler, M. (2015). *The only EKG book you'll ever need* (Eighth ed.). Lippincott Williams and Wilkins.

Exemplary Educational Objectives:

N/A

SCANS Skills:

Basic Skills: reading, writing, arithmetic and mathematical operations, listening, speaking.

Thinking Skills: decision making, problem solving, visualize, knowing how to learn, reasoning.

Personal Qualities: responsibility, self-esteem, sociability, self-management, integrity and honesty.

Resources: time, money, materials and facilities, human resources.

Information: acquires, evaluates, organizes, maintains, interprets, and uses computers.

Interpersonal: participates in teams, teaches others, serves clients, works with diversity.

Systems: understands systems, monitors and corrects performance.

Technology: works with a variety of technologies.

Lectures & Discussions:

Didactic: Lecture, Power Point Presentations, Discussion, Case Studies, Videos/DVDs, Worksheets, Small Group Activities, Presentations, Written Assignments, Computer-based Assignments, Tutorials, and Assessments.

Laboratory: Clinical conferences, Verbal and Written Feedback, Pre-post Conference, Demonstration/Return Demonstration, Observations, Evaluation Conferences 1:1 Feedback, Role Play, Small Group Activities, Scenarios, and Assessments.

This course uses NTCC Student and Faculty email as the official form of communication. BlackBoard Learning System on the NTCC website may also be used in this course.

Grading Policy

Your grade in this course must be C or 75 clinical points to pass.

You begin with 100 clinical points. Point deductions will be taken for tardiness, behavior problems, other than neat uniform appearance, or rules infractions. Points are deducted at the discretion of the instructor and the student will be counseled on reason for points deductions.

Grades will be assigned based on percentage of points.

90-100 = A

80-89 = B

70-79 = C

60-69 = D

<59 = F

Assignments:

As instructor assigns.

Other Course Requirements:

As instructor assigns

Student Responsibilities/Expectations:

Students are expected to attend class and clinicals as assigned

NTCC Academic Honesty Statement:

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

Academic Ethics

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to arrange an appointment with a College counselor to obtain a Request for Accommodations form. For more information, please refer to the NTCC Catalog or Student Handbook.

Family Educational Rights And Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Other Course Policies:

All students in this course are expected to adhere to policies and procedures outlined in the NTCC Associate Degree Nursing Handbook.

Additional Program-specific Eligibility Requirements

- Phlebotomy Technician Certification (CPT): Each candidate for the CPT certification must be able to provide evidence that he/she has performed a minimum of thirty (30) venipunctures and ten (10) capillary sticks on live individuals.
- EKG Technician Certification (CET): Each candidate for the CET certification must be able to provide evidence that he/she has performed a minimum of ten (10) EKGs on live individuals.

Student Clinical Performance Grading Guide

1-5 points

Late arrival to clinical site (max 45 minutes).
Uniform code violation
Documentation error or omission
Incomplete / inappropriate preparation for clinical
Failure to turn in objectives/skills list and written work when due.
Unacceptable ratings and comments by preceptors
Early departure from clinical areas
Incomplete/ inappropriate post clinical written work.
Inappropriate communication with staff, preceptor, or peers
Inappropriate patient care
Other items at instructor discretion

5-10 points

Late arrival to clinical site (greater than 40 minutes)
Failure to turn in pre-clinical or written work, or not appropriate for client needs
Failure to communicate with the interdisciplinary team
Leaving clinical without permission of instructor
Medication error (no patient harm...because med error did not leave med room)
Performing learned invasive skills without permission/supervision of instructor
Failure to safely and proficiently perform a skill at the expected level
Inappropriate communication with staff, preceptor, or peers second offense
Casual confidentiality breach
Other items at instructor discretion
Administered medication prior to passing math exam
Unprofessional communication with client staff, peers, others

10-15 points

Absence without notification
Failure to provide care
Failure to obtain beginning report or to perform exit report
Failure to report changes in client status to assigned nurse
Curiosity Confidentiality breach
Other items at instructor discretion

20-30 points

Performing procedures not yet learned in classroom or lab setting without permission/supervision of instructor.
Dishonesty or unprofessional conduct with instructor, staff, preceptors, client
Intentional violation of patient or institutional confidentiality
Administering a medication (YOU WILL NOT LEARN THIS IN THIS PROGRAM)

IMMEDIATE DISMISSAL

Malicious act

Criminal act
Profession negligence resulting in client harm
Impairment while in clinical setting
Unethical behavior
Accepting gratuity
HIPAA violation
Other