



Hematology Mlt 1315

Course Syllabus: Spring 2017

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

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	9:00-11:30am 1:00-3:30pm	1:00-3:30pm	9:00-11:30am 1:00-3:30pm	9:00-11:30am 1:00-3:30pm	None	None

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.

Catalog Course Description (include prerequisites): Hematology is the study of the basic components and physiology of blood including normal hematopoiesis and function of red and white cells. This course will introduce the theory and practical applications of routine and special hematology procedures particularly as they apply to hematopoietic disorders.

Required Textbook(s):

Ciela, Betty: Hematology in Practice, 2nd Edition

Carr, JH and Rodak, BF: Clinical Hematology Atlas, 4th Edition

Publisher: FA Davis, 2012; Saunders, 2013

ISBN Number: 978-0-8036-2561-7; 978-1-4577-0830-7

Recommended Reading(s):

Ciesla, Betty: Hematology in Practice

Turgeon, Mary Louise: Clinical Hematology Theory & Procedures

Student Learning Outcomes:

The primary goal of this course is to provide students with an understanding of the basic principles and clinical significance of laboratory testing in the field of hematology. Students are expected to learn how to perform basic hematology procedures. Upon completion of this course, the student should be able to perform the following:

1. Describe the basic components and physiology of human blood.
2. Describe the disease states associated with abnormal hematological tests.
3. Identify the laboratory tests required to evaluate blood cell function.
4. Perform basic laboratory hematological tests.
5. Evaluate laboratory findings and correlate with clinical conditions.
6. Demonstrate improvement in affective traits, including organizational skills, work habits, attitude, interpersonal skills and problem-solving abilities.

Exemplary Educational Objectives:

N/A

SCANS Skills:

Resources: Identify reagents, supplies and equipment needed for each laboratory procedure and organize laboratory procedures so that reagents, supplies and equipment are utilized correctly.

Interpersonal: Recognize limitations of expertise and communicate with instructor when questions arise. Show respect for instructor and peers during classtime.

Information: Apply information gained from lecture, laboratory and independent study to problem-solve results provided as case studies or unknowns during the laboratory class.

Systems: Apply critical thinking skills to problems encountered in the laboratory and theoretical case studies.

Technology: Achieve competency in routine hematology procedures.

Lectures & Discussions:

The Hematology course utilizes a variety of instructional methods, including reading assignments, lectures, laboratory experiments, computer-aided instruction and written assignments. Students are responsible for all reading assignments, lecture material, and laboratory and other assignments.

Evaluation/Grading Policy:

A >540 pts	>90%
B 480-539 pts	80-89%
C 420-479 pts	70-79%
D 360-419 pts	60-69%
F <360 pts	<60%

A minimum grade of "C" is required in both the lecture and laboratory components of all Medical Laboratory Technician courses. Failure to meet the minimum passing score in each area will result in a "D" for the course and dismissal from the program.

Tests/Exams:

Lecture Grade:	4 Exams
Laboratory Grade:	2 Practical exams (midterm and final) Lab reports/homework
Final Grade:	75% Lecture grade and 25% lab grade

Assignments:

N/A

Other Course Requirements:

Lab coat
Scrubs

Student Responsibilities/Expectations:

1. Attend all classes and labs, be on time and remain in class for the entire period. If students are habitually late, the classroom door will be locked at the start of class. If you must leave early, inform the instructor before the start of class.
2. Complete assigned reading before lecture on each topic.
3. Be prepared to take written notes and participate in class.
4. Grades are not given, you earn your grade. Average study time is 2-3 hours per hour of lecture/class time per week.
5. Be respectful of your classmates and instructors.

Attendance and Absences: Students are expected to attend all scheduled lectures and labs and take exams when scheduled. Students are responsible for all information covered in lecture. If the student will be absent, inform the instructor by phone or email at least 15 minutes before class begins. Absences will be counted as unexcused if the instructor is not informed in a timely manner. Excessive unexcused absences will result in loss of points from the student's grade. More than two unexcused absences will result a reduction of five (5) points being subtracted from the student's final grade percentage. More than five unexcused absences will result in the student being dropped from the course. Two unexcused late class attendance equals one unexcused absence.

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:

Turn off all cell phones/pagers and place out of sight before the beginning of each class.