



focused

HPRS 1101 Introduction to Health Professions

Course Syllabus: Spring 2017

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

Shannon J. Cox-Kelley

Office: UHS 213

Phone: (903) 434-8367

Email: scoxkelley@ntcc.edu

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	5pm-6pm		5pm-6pm			Sunday's 6pm-9pm

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: An overview of roles of various members of the health care system, educational requirements, and issues affecting the delivery of health care.

Required Textbook(s): Introduction to Healthcare, 4th Edition Textbook and Workbook W/Mindtap

Publisher: Delmar

ISBN Number: 133721860X

Recommended Reading(s): None

Student Learning Outcomes:

1. Discuss the roles of various health care professionals in the current health care delivery system.
2. Recall the educational background methods of credentialing and licensing requirements of healthcare professions on a state and national level.
3. Describe the current health care systems and their trends.
4. Define professionalism.
5. Identify the rights and responsibilities of being a health care professional.
6. Identify problem solving skills in a health care situation.
7. Identify legal and ethical responsibilities affecting the practice of health care professionals.
8. Discuss the basic concepts of medical terminology including abbreviations and symbols.
9. Recognize the principles of infection control in health care.
10. Discuss the principles of healthy lifestyle management for patients and the health care worker.
11. Describe behaviors for job success.
12. Prepare a resume.
13. Discuss the role of the health care worker in controlling healthcare costs.
14. Discuss aspects of death and dying.
15. Recognize that to pursue a career in healthcare students should reason, think critically, make decisions, communicate effectively, and solve problems through case studies.
16. Recognize that quality health care depends on the ability to work well with others, and develop the characteristics of an effective team member.
17. Describe personal qualities required of those who hope to pursue a career in the health care profession.
18. Assess individual interest and aptitudes to determine if they are well suited for a career in a health care profession.

Evaluation/Grading Policy:

The final grade will be determined as follows:

For your final grade:

Exams: FOUR (4) exams will be worth **50%** of the total grade. The first three exams will be worth **10%** each and the final exam is a comprehensive exam which will be worth **20%**. **Exam questions will be multiple choice and short answer and will be limited to material covered in textbook & MINDTAP exercises.** (The majority of questions will be taken from **course exercises.**)

Course Exercises: You will complete all course exercises on the MINDTAP online platform, for this reason you may not use course workbooks from previous courses or borrow course workbooks. Course exercises must be originals and cannot be copies, per copyright laws. Each course exercise turned in will be worth **1 point** for a total of **30 points**. These points will make up **30%** of your course grade. Exercises will be turned in via your MINDTAP platform.

Course Discussions: Weekly discussions as specified on blackboard are required, and will be worth **20%** of the total course grade. **Final discussion responses will only be accepted the day that they are due.**

Letter grades will be assigned according to the following scale:

A = 90-100	C = 70-79	F = below 60
B = 80-89	D = 60-69	

Please be aware that NO EXTRA CREDIT WILL BE GIVEN at the end of the semester. The average shown in Bb will determine the final course grade, and **no additional work** is possible.

Attendance: At the end of the semester, grades will be calculated according to the percentages in the syllabus, and the only adjustment that will be made is if the final percentage is **WITHIN ONE POINT** of the next letter grade (and **NO** more), and the student has missed **THREE OR LESS LECTURES**. (Mitigating circumstances will be taken into account at the discretion of the instructor.) The grade will then be **rounded up** to the **next letter grade**. *This is not applicable to online courses.*

General:

Students should log onto **Blackboard (Bb)** ASAP and **carefully** read **all announcements**. **Bb** and **student email** should be checked **DAILY** for **new announcements or messages**.

Questions are welcomed during office hours (or by appointment), or if more convenient, they can be directed to me either by phone or e-mail. **Please do not hesitate to ask questions! There is no such thing as a stupid question. It is only stupid NOT to ASK them. It is VERY difficult to improve your course average after you fail the first exam, so PLEASE contact the instructor for help or studying tips EARLY in the semester, before it is too late to make a difference.**

Exam/Quiz Make-Up Policy: If a student is unable to take an exam/quiz as scheduled, a make-up will be arranged **ONLY** if the reason is legitimate, and the instructor is notified **IN ADVANCE** of the time the **exam/quiz is scheduled** (or becomes unavailable), either through the telephone or e-mail. **Students who fail to make appropriate arrangements will receive a grade of "0" for the exam missed.** There will be no exceptions.

Student Responsibilities/Expectations:

If you attend this class or a portion of this class on-campus then class etiquette dictates that you will:

1. Attend class each time the class meets.
2. Be on time for class and **remain for the entire period**. You may not receive credit if you do not attend all sessions.
3. Refrain from talking while the professor is lecturing. Idle chattering and giggling are disruptive to the class and disrespectful to your professor and your classmates.
4. Be attentive and participate in class.

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.

COURSE SCHEDULE

<u>DATE</u>	<u>CONTENT</u>	<u>CHAPTERS</u>
Week 1	Class Orientation - Syllabus, Blackboard and Textbook Your Career in Healthcare & Current Healthcare Systems Ethics and Legal Responsibilities Professionalism	CH 1 & CH 2 CH 3 & CH 13
Week 2	Effective Communications Written Communication Computers and Technology Documentation and Medical Records	CH 16 & CH17 CH 18 & CH 19
Week 3	The Patient and Lifestyle EXAM 1 Discussion #1 “What profession do you wish to pursue and why?”	CH 15 & CH 12 CH 1-3, 12-13, 15-19
Material		End Exam
Week 4	Medical Terminology and Math Human Body Structure and Function Nursing MA, CNA, PCT, LVN, AND, BSN, MSN	CH 4 & CH 5 CH 6 & CH 7
Week 5	Growth, Development, and Body Mechanics Medicine – Mid-Levels MD, NP, PA, NMW Infection Control and Environment Safety Emergency Medicine EMT, Paramedic, Community Paramedicine	CH 8 & CH 9 CH 10 & CH 11
Week 6	CPR End of Life Issues EXAM 2 Discussion #2 “Why is it critical to apply infection control practices?”	CH 4-11
Material		End Exam 2
Week 7	Physical Assessment Mortuary Science/Forensics Embalmer, Cremation, Autopsy, Funeral Director	CH 20
Week 8	Emergency Procedures Clinical Lab Science Biomedical, Phlebotomy, MLT, MT	CH 21
Week 9	Controlling Healthcare Costs Mental Health LSW, LPC, LCSW, Psychologist, Psychiatrist, Aide	CH 22
Week 10	Healthy Life Styles Performance Improvement and Customer Service	CH 23
Week 11	Job Leads and Resume Community/Environmental Health Public Health, CHW, Epidemiologist, Biologist	CH 24 & 25

Week 12 Successful Employment
Dental/Oral Health
Assistant, Hygienist, CDHC, Dentist
EXAM 3
Discussion #3 “Should a healthcare employer require healthy lifestyle choice of its employees?”

CH 26
CH 20-26

Material

End Exam 3

LAST WEEK TO WITHDRAW WITH AN AUTOMATIC "W"

Week 13 Nutrition- dietician, aide, manager
Diagnostics
EKG, EEG, RT, Sonographer
Vision
Optician, Optometrist, and Tech

Week 14 Pharmacy
Pharmacist, Research, Pharm Tech
Informatics/Administration
Coding, EHR, Computer Science, Directors QA

Week 15 Specialties
OT, OTA, PT, PTA, Recreational Therapy
Specialties
CST, Speech, Resp. Therapy

Week 16 Animal Science/Kinesiology
Tech, Vet, AT and Personal Trainer, Exercise Physiology
EXAM 4
Discussion #4 “Has your profession of interest changes why or why not?”

EVERYTHING