



**NUPC 1420 Patient Care Technician  
Course Syllabus: 2018**

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

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
By Appt.	Class	Class	Class	Clinical	Clinical	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. Assist patients in the acute care setting with activities of daily living; measure vital signs; communicate effectively with patients, family members, and staff.

**Prerequisites:** Admission to the Patient Care Technician program and successful completion of Certified Nurse Aide training.

**End-of-Course Outcomes:**

Assist patients in the acute care setting with activities of daily living; measure vital signs; communicate effectively with patients, family members, and staff.

Course Objectives

Upon successful completion of this course, the student will be able to:

1. Identify the roles and responsibilities of the healthcare team.

2. Perform basic wound care using principles of asepsis and/or sterile technique.
3. Perform phlebotomy using appropriate site selection, order of draw and standard precautions.
4. Identify normal sinus rhythm and perform and provide a basic interpretation of an electrocardiogram at the bedside using standard guidelines.
5. Using standard precautions, properly remove both IV and foley catheters.
6. Provide basic patient care under the direction of nursing staff (e.g., bathing, bedmaking, catheter care, transfer, assisting with ADLs).

**Course Outline:**

Orientation to Syllabus, Blackboard, and Course Policies.

**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.

**Evaluation/Grading Policy:**

Grades will be assigned based on percentage earned. A grade of 75 is required to successfully complete the course. Per Nursing Department Handbook 2015-2016, a grade of 75 is required to sit for the final exam. Please note: a 74.5-74.9 DOES NOT round to 75.

- 90-100 = A
- 80-89 = B
- 70-79 = C
- 60-69 = D
- <59 = F

**Tests/Exams:**

The grade earned in this course will be based on the following criteria:

Skills check off (5).....	90%
Written final exam.....	10%

Total 100%

**Assignments:**

As instructor assigns.

**Other Course Requirements:**

As instructor assigns

**Student Responsibilities/Expectations:**

Students are expected to attend class and clinical 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.