



Technical College of the Lowcountry
921 Ribaut Rd.
Beaufort, SC 29901

Kathleen Slyh
Bldg. 2, Rm 214
843-525-8256
kslyht@tcl.edu

AHS 119 Health Professions Spring 2017

Course Description

AHS 119 Health Careers

Lec. 3 Lab. 0 Cr. 3

This course provides information on various health careers to include job responsibility, personal, and education requirements as well as an overview of the health care system with its unique nomenclature and delivery of care. Prerequisites: ENG 100 and RDG 100.

3 Cr (3 hours didactic instruction, 0 lab, 0 other)

Course Focus

This course covers many areas of health including but not limited to various healthcare roles and responsibilities, diagnostics procedures, healthcare delivery, ethics, nutrition, standard precautions, health, and career planning.

Text and References

Course texts

Makely, S., Badasch, S. A., & Chesero, D. (2014). *Becoming a Health Care Professional*. Pearson. ISBN # 978-0-13-284323-2

Optional text

Professional medical dictionary, available for purchase at the student bookstore or for use in the learning resource center reference section.

Course Outcomes

Upon successful completion of this course the student will be able to develop a roadmap to a career in healthcare.

Course Goals

The following list of course goals will be addressed in the course. (*designates a CRUCIAL goal)

1. explain why professionalism is important*
2. discuss the impact that a successful health career can have on self-esteem and self-worth
3. explain why health care workers need an attitude that supports service to others
4. identify five steps a student can take to begin developing a professional reputation
5. list a TCL health science academic pathway*
6. use medical terminology

7. list five health careers
8. explain the difference between hard skills and soft skills
9. define critical thinking
10. describe the attitudinal difference between optimists and pessimists
11. discuss the importance of confidentiality*
12. describe HIPPA*
13. explain the purpose of performance evaluations
14. explain why communication is important
15. name four elements that influence how you communicate with others
16. list three barriers of effective communication
17. identify three components of effective communication
18. differentiate between verbal and nonverbal communication
19. discuss the importance of conflict resolution
20. explain the importance of anger management
21. name two advances in medicine
22. describe the importance of having a career plan*
23. identify three personal motivators
24. recognize medical terminology
25. list three causes of physical disabilities
26. describe a risk factor for mental illness
27. list three ways to protect patients from injury
28. describe the Patient Bill of Rights*
29. explain the patient's responsibilities in the health care process
30. define licensure, certification, and registration
31. describe the elements of a contract
32. differentiate the types of advance directives
33. list six common categories of medical malpractice
34. explain wellness
35. list five basic nutrients
36. describe the significance of portion sizes
37. find medical terminology definitions
38. identify three ways to achieve health
39. define holistic health
40. describe the importance of handwashing

Student Contributions

1. Read and study the chapters as outlined in the course schedule.
2. Review study notes for information concerning important points of the chapter.
3. Complete quizzes corresponding to each chapter by the assigned date.
4. Log on to Blackboard at least twice per chapter.
5. Check the Blackboard bulletin board at least twice a week, including early in the week for information or clarification of definitions, answers, to student's questions and any additional assignments.

6. Check TCL email at least once each day.

Course Evaluation

Exam I	15%
Exam II	15%
Exam III	15%
Final Examination	25%
Academic Plan	10%
Poster Exhibit/Paper	<u>20%</u>
Total	100%

Examinations will be taken in Bb online. Examinations will not be reset unless the instructor is contacted prior to the due date. Students may be required to take the examination(s) at the TCL testing center if re-setting is necessary.

For all online courses, students must complete an assignment designated by the instructor during the first week of classes. The instructor will drop the student from the course if the initial assignment is not completed.

Instructors will withdraw students from class when **90%** attendance is not maintained. **Students who fail to complete more than two assignments and/or tests will be withdrawn from the course.** Attendance in an online course is defined by regular course access and by completion of assignments as required by the instructor. Each student will be expected to access the web class at **least once a week** and complete all weekly assignments as scheduled to maintain attendance. Additional access is encouraged and may be necessary for successful completion of classes. **Weekly posts in the Discussion Board will also count as a portion of your class attendance.**

Failure to log in and complete assignments will result in the student being withdrawn from the course. The instructor will assign a grade of “W,” “WP,” or “WF” based upon the student’s academic standing as the last date of attendance, which is the last login. Students are responsible for any financial matters associated with an administrative withdrawal.

See course website for additional expectations for student fulfillment of requirements.

Course Schedule

As posted on course BB site.

Review study notes for information concerning important points of the chapter.

Complete examinations by the assigned date.

Log on to course website at least twice per chapter.

Check the Blackboard bulletin at least twice a week, including early in the week for information or clarification of definitions, answers, to student's questions and any additional assignments.

ADA STATEMENT

The Technical College of the Lowcountry provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the counselor for students with disabilities at 843-525-8219 or 843-525-8242 during the first ten business days of the academic term.

ATTENDANCE

1. The College's statement of policy indicates that students must attend ninety percent of total class hours or they will be in violation of the attendance policy.
2. Students not physically attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
3. Students taking an online/internet class must sign in **and** communicate with the instructor within the first ten calendar days from the start of the semester to indicate attendance in the class. Students not attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
4. Reinstatement requires the signature of the Division Dean.
 - a) In the event it becomes necessary for a student to withdraw from the course **OR if a student stops attending class, it is the student's responsibility to e-mail the instructor.** Withdrawing from class may have consequences associated with financial aid and time to completion. Students are strongly encouraged to consult with Financial Aid prior to withdrawing from any class, particularly if the student is currently on a warning or probation status.
 - b) When a student exceeds the allowed absences, the student is in violation of the attendance policy. The instructor **MUST** withdraw the student with a grade of "W", "WP", or "WF" depending on the date the student exceeded the allowed absences and the student's progress up to the last date of attendance
Or
 - c) Under extenuating circumstances and at the discretion of the faculty member teaching the class, allow the student to continue in the class and make-up the work. This exception must be documented at the time the allowed absences are exceeded.
 - d) Absences are counted from the first day of class. **There are no "excused" absences.** All absences are counted, regardless of the reason for the absence.
5. A student must take the final exam or be excused from the final exam in order to earn a non-withdrawal grade.

A copy of TCL's STATEMENT OF POLICY NUMBER: 3-1-307 CLASS ATTENDANCE (WITHDRAWAL) is on file in the Division Office and in the Learning Resources Center.

HAZARDOUS WEATHER

In case weather conditions are so severe that operation of the College may clearly pose a hardship on students and staff traveling to the College, notification of closing will be made through the following radio and television stations: WYKZ 98.7, WGCO 98.3, WGZO 103.1, WFXH 106.1, WWVW 106.9, WLOW 107.9, WGZR 104.9, WFXH 1130 AM, WLVA 101.1, WSOK 1230 AM, WAEV 97.3, WTOG TV, WTGS TV, WJWJ TV, and WSAV TV. Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. www.tcl.edu/textalert.asp

ACADEMIC MISCONDUCT

There is no tolerance at TCL for academic dishonesty and misconduct. The College expects all students to conduct themselves with dignity and to maintain high standards of responsible citizenship.

It is the student's responsibility to address any questions regarding what might constitute academic misconduct to the course instructor for further clarification.

The College adheres to the Student Code for the South Carolina Technical College System. Copies of the Student Code and Grievance Procedure are provided in the *TCL Student Handbook*, the Division Office, and the Learning Resources Center.

Health care professionals hold the public trust. Academic misconduct by health science students calls that trust into question and academic integrity is expected.

It is a fundamental requirement that any work presented by students will be their own. Examples of academic misconduct include (but are not limited to):

1. copying the work of another student or allowing another student to copy working papers, printed output, electronic files, quizzes, tests, or assignments.
2. completing the work of another student or allowing another student to complete or contribute to working papers, printed output, electronic files, quizzes, tests, or assignments.
3. viewing another student's computer screen during a quiz or examinations.
4. talking or communicating with another student during a test.
5. violating procedures prescribed by the instructor to protect the integrity of a quiz, test, or assignment.
6. plagiarism in any form, including, but not limited to: copying/pasting from a website, textbook, previously submitted student work, or any instructor-prepared class material; obvious violation of any copyright-protected materials.
7. knowingly aiding a person involved in academic misconduct.
8. providing false information to staff and/or faculty.
9. entering an office unaccompanied by faculty or staff.
10. misuse of electronic devices.

GRADING POLICY

Grading scale	
90% - 100% A (minimum 900 points)	W withdraw
82% - 89% B (minimum 820 points)	WP withdraw with passing grade
75% - 81% C (minimum 750 points)	WF withdraw with failing grade
70% - 74% D	I Incomplete
Below 70% F	

Grading Methodology. The final grade must be 75.000% or 750 points or more in order to pass the course. The final grade in Health Sciences courses must be 75.000 or more in order to pass the course. Grades will not be "rounded" up to the higher number. A final grade of less than 75.000 is not passing in any Health Sciences course.

Students absent from an examination or presentation will receive a "0" grade for the examination unless other arrangements are made with the individual instructor prior to the examination or presentation day or on the examination or presentation day before the test/presentation is scheduled to be given. It is the responsibility of

the student to contact the appropriate instructor to arrange to make up the examination. Arrangements may be completed by telephone. If the instructor is not available, a message should be left on the instructor's voice mail AND with another member of the faculty or administrative assistant. The instructor will decide the time and method of make-up examinations on an individual basis. Messages sent by other students are unacceptable. The student is responsible for notifying the instructor of the reason for the absence. Grades are posted on Blackboard within one week of administration of tests and examinations.

Course Coordinators Kathleen L. Slyh RN MSN
Office Location Building 2, Room 214
Telephone Number 843-525-8256
Email kslyh@tcl.edu
Office Hours by appointment

Denise Caesar, Administrative Specialist for Health Sciences **470-8378**