

COURSE SYLLABUS

Course Title:	Investigations in Health Careers		Date submitted:	Spring 2015 (AAC: 15-37)	
Department:	Allied Health				
Curriculum:	Health Career Pathways				
Course Descriptors: Make certain that the course descriptors are consistent with college and Board of Trustees policies, and the current course numbering system.	Course Code: (eg. ACC 101)	HLT*103	Prerequisites: C- or better in Integrated Reading and Writing II (ENG*075) OR Introduction to College Reading & Writing (ENG*093) OR Introduction to College English (ENG*096) OR Reading & Writing VI (ESL*162), or placement into Composition (ENG*101)		
	Course Type:	L/D			
	A: Clinical B: Lab D: Distance Learning I: Individual/Independent L: Lecture N: M: Seminar Internship P: Practicum U: Studio X: Combined Lecture/Lab Y: Combined Lecture/ Clinical/Lab Z: Combined Lecture/Studio	Elective Type:	G/LAS	Corequisites: None	
	AH: Art History E: English FA: Fine Arts FL: Foreign Language G: General HI: History HU: Humanities LAS: Liberal Arts & Sciences M: Math S: Science SS: Social Science	Credit Hours:	3		
	Developmental: (yes/no)	No	Other Requirements: None		
	Lecture:	3			
	Clinical:	0			
	Lab:	0			
	Studio:	0			
	Other:	0			
Contact Hours:	TOTAL:	3			
Class Maximum:	25				
Semesters Offered:	F/Sp/Su				
Catalog Course Description:	Designed to assist traditional and non-traditional first year college students to meet the expectations of a curriculum and a career in health-related fields. The student will become familiar with the rigors of higher education and the specific skills needed to maximize the student's opportunity for academic and clinical success. The course will include a comprehensive overview of the duties and responsibilities associated with clinical competency. Interdisciplinary learning strategies, correlating clinical and didactic education, life management skills, work ethics, and critical thinking skills necessary for all health providers will be emphasized.				
Topical Outline: List course content in outline format.	<ol style="list-style-type: none"> 1. Careers in Health Care <ol style="list-style-type: none"> 1. List at least ten allied health professions 2. Describe the differences between certification and licensure 3. Demonstrate how to locate information on health professions online 4. Explain the physical and cognitive requirements of health care workers 				

2. Research & Library
 1. Explain how to utilize the primary library resources
 2. Demonstrate an online search
 3. Explain how to utilize the state interlibrary loan system
 4. Demonstrate research methodology and proper documentation of a research paper using the APA/MLA process
3. Medical/Legal Responsibilities, Ethics and Confidentiality
 1. Describe the general requirements of HIPPA in terms of confidentiality of medical records
 2. Locate the requirements of HIPPA using the Internet
 3. Explain the primary reasons for ensuring patient confidentiality
 4. Demonstrate how to locate professional/legal responsibilities in health care professions
 5. Define and explain the concept of ethical behavior
4. Precautions and Safety
 1. Describe standard precautions
 2. Recognize and identify the medical risk factors in the medical environment.
5. Introduction Overview Study Skills, Time Management, Test Taking Strategies
 1. Describe strategies for taking a multiple choice test
 2. Describe strategies for preparing for a test
 3. Describe strategies for managing study time, Time Life Management
 4. Complete a learning style inventory
6. Medical Terminology/The Body Systems
 1. List and describe the major body systems
 2. List at least ten terms that describe positions or locations upon the human body
 3. List at least thirty prefixes or suffixes that are commonly used in medical terminology
7. Interpersonal and Professional Communication Skills
 1. Demonstrate client/patient service skills through role playing
 2. Describe team building strategies
 3. Discuss conflict resolution
8. Cultural Diversity Issues in Health Care: Age, Gender, Cultural, Socio-Economic, Religious and Sexual Orientation
 1. Explain how cultural diversity impacts health care
 2. Explain how limited access or unavailability of health care affects the medically underserved populations
9. Medical Record Documentation Management
 1. Explain what is important to record in a medical record
 2. List at least ten things that must be in a medical record
 3. Explain the elements of medical record retention requirements
 4. Discuss the legal ramifications behind documentation
10. Contemporary Issues in Health Care
 1. List at least three contemporary issues that are having or will have an effect on the way health care is provided in the future
 2. Explain what changes could be made to provide equal access to quality healthcare for all
 3. Discuss the impact of health insurance on the delivery of health care

<p>Outcomes: Describe measurable skills or knowledge that students should be able to demonstrate as evidence that they have mastered the course content.</p>	<p>Upon successful completion of this course, the student will be able to do the following:</p> <p>COURSE:</p> <ol style="list-style-type: none"> 1. demonstrate personal and professional organizational skills 2. identify and evaluate personal learning strategies 3. identify and/or describe at least five health career professions 4. identify the physical requirements applicable to clinical training 5. research and explore various health career choices via online/library research 6. list and define the basics of medical terminology 7. describe the medical risks associated with clinical training 8. demonstrate critical thinking through problem solving and role play 9. demonstrate interpersonal skills as they relate to the classroom and clinic 10. recognize the impact culture and ethnicity has on health care delivery <p>PROGRAM: <i>(Numbering reflects Program Outcomes as they appear in the college catalog)</i> N/A</p> <p>GENERAL EDUCATION: <i>(Numbering reflects General Education Outcomes as they appear in the college catalog)</i></p> <ol style="list-style-type: none"> 6. Oral Communication - Students will be prepared to develop oral messages of varying lengths and styles that communicate effectively and appropriately across a variety of settings. <p>Demonstrates: Delivers oral presentations with information and/or analysis appropriate for the rhetorical situation. Content is reinforced by appropriate verbal and nonverbal communication.</p> <p>Does Not Demonstrate: Oral presentations lack information and/or analysis appropriate for the rhetorical situation. Content may not be reinforced by appropriate verbal and nonverbal communication.</p>
<p>Evaluation: List how the above outcomes will be assessed.</p>	<p>Assessment will be based on the following criteria:</p> <p>exams quizzes term projects</p>
<p>Instructional Resources: List library (e.g. books, journals, on-line resources), technological (e.g. Smartboard, software), and other resources (e.g. equipment, supplies, facilities) required and desired to teach this course.</p>	<p>Required: Journal articles Online resources Blackboard Smartboard</p> <p>Desired: None</p>
<p>Textbook(s)</p>	<p><u>Introduction to Health Careers</u> Mitchell and Haroun</p>