

James Rumsey Technical Institute: Therapeutic Services I

COURSE SYLLABUS and POLICIES

School Year: 2023-2024

School Phone: (304)754-7925

Contact Times: 0730-1500

Instructor:

Instructor Email:

Class Hours: AM: 0755-1000 & PM: 1203-1400

Textbooks:

- Simmers DHO Health Science
- Dean Vaughn Medical Terminology 350
- AES: Applied Educational System (online curriculum)

COURSE CURRICULUM:

First Semester (1.5 credit hours)

0711: Foundations of Health Science

0721: Medical Terminology

Second Semester (1.5 credit hours)

0715: Advanced Principles of Health Science

0739: Nutrition and Wellness

COURSE DESCRIPTION AND OBJECTIVES:

- Therapeutic Services I allows students to gain an understanding of the healthcare system and explore the knowledge, roles, and responsibilities of healthcare professionals. The curriculum during this year is designed to give students a foundational understanding of healthcare and development of career ready skills. Students will acquire a knowledge base to prepare them for entry into Therapeutic Services II their senior year and ultimately into the healthcare workforce or post-secondary education. (Therapeutic Services II will further explore and apply this gained knowledge in an actual health care setting where students will be able to practically apply these skills.)

Some of the topic we will cover:

- Medical terminology
- Nutrition
- Legal issues and ethics in healthcare
- Awareness, sensitivity, and respectfulness of clients' needs
- Communication
- Standard Precautions
- Basic structure and function of the human body

MATERIALS NEEDED:

- Simmers DHO Health Science (will be provided and stays in classroom)
- Dean Vaughn Medical Terminology 350 (will be provided)
- Notebook, Composition Book **or** Loose Leaf Paper
- Folder
- 4 packs of index cards
- Writing utensil
- Charged Chromebook/school issued computer **AND** compatible ear buds/head phones

GRADES:

Admission to Advanced Principles of Health Science (0715-second semester) **requires a minimum course completion score of 80%** in Foundations of Health Science (0711-first semester course).

- Tests 40%
- Quizzes and Projects 30%
- Worksheets/written work/homework 15%
- Daily/Participation Grade 15%

Average	Grade	Quality Points
90- 100	A	4.0
80-89	B	3.0
70-79	C	2.0
60-69	D	1.0
0- 59	F	0

DAILY/PARTICIPATION GRADE:

You will receive one “daily grade” each 9-week period. Your daily grade will begin as 100% at the start of each 9 weeks. This grade is adjusted during each 9-week period based on participation and simulated workplace performance. Lost points can be gained back through positive performance in the simulated workplace (at the discretion of the instructor) Points may be deducted from your daily grade for the following:

- Disrupting class: any time instruction has to be stopped (2 points)
- Tardiness (2 points)
- Disrespectfulness towards staff, classmates, or visitors (5 points)

- Not “calling in” (see details below) prior to class start time if you are going to be absent (2 points)
- Not being on task (2 points)
- Cell phone out during class time. (2 points)
- Not wearing your scrubs/badge on designated uniform days (2 points)

ASSESSMENTS:

- Unit Quizzes/Tests
- Projects
- Worksheets
- Kahoot Reviews
- Skills Sign Off

JRTI CERTIFICATE:

It is an honor and achievement to receive the JRTI Certificate. In order to receive this certificate, you must meet the following criteria:

- Miss no more than 10 days per year (no more than 20 days for the 2-year course)
 - This includes excused absences!
- Maintain a minimum of a C average over the 2- year course.

ATTENDANCE:

(See Section 1102 in Student Handbook) When you miss a day of work in healthcare it effects your co-workers and your patients. Everyone needs to show up ready to work in order to provide excellent patient care. We expect the same in Therapeutic Services/Rumsey Medical Center. Daily attendance is important due to the amount of material that we cover on a daily basis. Each topic builds upon the next, so it is important and expected that you are present each and every day.

Tardies:

(Section 1104-Student Handbook) Three tardies equal 1-day absence toward your JRTI Certificate.

Make-up Work:

Each student is responsible for completing any missed assignments. The makeup assignment due date will be given by the instructor based upon the amount of time missed. (For example: if you missed 2 days of school you have 2 days to make up the work.) Students who were absent must make up missed assignments within the allotted time frame. It is expected that you check your Schoology account daily to be sure you are up to date with all assignments. *When you have a missing assignment it displays as a red circle beside the missed assignment.* **It is your responsibility to check for missing assignments; I will not remind you about missed work.**

CALLING IN:

Please communicate with the instructor using Schoology or Remind **prior to the start of class** to let me know if you will be absent. It is important to notify your manager/boss if you would be missing work, so the expectation is that you do the same in your JRTI Simulated Workplace. If you are absent, please bring a parent note or doctors note. **NOTE:** Even excused absences count against your Rumsey Certificate days.

CLOCKING IN/OUT:

When you arrive to class, you will sign in on the time sheet; this is part of class participation. Upon leaving class you will write down the time you are “clocking out.” Break times (when you leave the classroom) will also be required to be documented.

EMERGENCY PROCEDURES:

Follow Berkeley County Schools Emergency Procedures

CHEATING:

Honesty and integrity is vital in every area of your life and especially when working in health care. Cheating will not be tolerated. *Below is the JRTI policy for cheating.*

First Offense – Student receives a 0 (zero) for the assignment. Teacher documents the event.

Second Offense – Student receives a 0 (zero) for the assignment and is referred to administration.

Third Offense – Student receives a 0 (zero) for the assignment and is referred to administration.

Fourth Offense – Student is removed from the program.

TESTS AND QUIZZES:

All tests and quizzes must be done in class with an instructor present. **It is not permitted to take a quiz or test outside of class unless prior arrangements have been made with the instructor. If this occurs, it will be considered cheating, and the grade will be recorded as a zero.**

HALL PASS:

You must have the hall pass badge prior to leaving the room. This badge shows that you have permission to be out of class.

DRESS CODE:

Section 1201 School Handbook-for dress code on non-scrub days. We will be ordering scrubs as a class, and you will receive a JRTI badge. Mondays and Fridays will be our designated uniform days; you will need to wear your scrubs and badge on those days.

CERTIFICATIONS:

(potential):

- American Heart Association BLS Certification
- OSHA 10 Training Certification.
- First Aid Certifications

STUDENT YOUTH ORGANIZATIONS:

Skills USA

ADA STATEMENT:

The Berkeley County Board of Education does not discriminate on the basis of disability in admission to its programs, services, or activities; in access to them; in treatment of individuals with disabilities; or in any aspect of its operation. The Berkeley County Board of Education does not discriminate on the basis of disability in its hiring or employment practices.

CIVIL RIGHTS STATEMENT:

In accordance with Federal Law and US Department of Agriculture (USDA) policy, this institution is prohibited from discriminating based on race, color, national origin, sex, age, or disability. To file a complaint alleging discrimination, write: USDA Director, Office of Civil Rights, 1400 Independence Ave. SW, Washington, DC 20250-9410 or call toll-free 866-632-9992. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through Federal Relay at 800-877-8339 or 800-845-6136 (Spanish). USDA is an equal opportunity provider and employer.

PLEASE SIGN AND RETURN

I have read and understand the guidelines and policies discussed in the Therapeutic Services I Syllabus.

Student Signature:

Date:

Parent/Guardian Signature:

Date:

Parent/Guardian Contact Information

Student Name: _____

Parent/Guardian Name: _____

Email: _____

Phone number: _____

Is there anything you would like me to know about your student that would help me in facilitating their professional growth and learning in the classroom?