

HSP 2325-DS1
Thursdays: 12pm-1:50p
Basic Skills for Healthcare
Professionals
Spring 2021



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Office Hours: MWF 12pm-2pm or by appointment

Course Information

Course Description

Introduces students to the skills necessary to be successful in entry-level healthcare positions. These skills include Basic Life Support, safe patient handling, vital signs, and basic diagnostic and treatment techniques used by healthcare professionals including medical terminology and appropriate professional behaviors.

Course Credits

3

Prerequisite and Co-requisite Courses

None

Prerequisite Skills

Accessing Internet websites, using ASU Library resources, and proficiency with Microsoft Word and/or PowerPoint are expectations of the HSP 2325.

Program Outcomes

Upon completion of the program of study for Basic Skills for Healthcare Professionals, students will be prepared to:

Student Learning Outcomes

Student Learning Outcome By completing all course requirements, students will be able to:	Assignment(s) or activity(ies) validating outcome achievement:
Assessment during Sports Emergencies – Vitals	Practical Exam 1, Final Exam
Airway Management and Breathing – CPR, AED	Online Quiz, Final Exam
Management of Spinal Injuries - Spineboarding	Practical Exam 1
Management of Traumatic Brain Injury – Concussion Management	Practical Exam 1, Final Exam
Immediate Care the Thoracic Region – Pulse Oximetry	Practical Exam 1, Final Exam
Management for Fractures and Soft Tissue Injuries – Taping, Splinting	Practical Exam 2
Recognition of General Medical Emergencies – Heart and Lung Sounds	Practical Exam 1, Final Exam

Course Delivery

This is a blended course with roughly 45% of the course delivered online via [Blackboard](#)¹. All of the course lectures, PowerPoints, and quizzes are accessed via Blackboard. The class will meet once a week (for 2 hours) for 8 weeks to learn and practice the hands-on clinical skills. You are expected to come to class and will lose course points for unexcused absences.

Required Texts and Materials

- Sports Emergency Care: A Team Approach. 3rd Ed. Rehberg. Slack. 2018. ISBN: 978-1-63091-433-2.

Technology Requirements

To participate in one of ASU's distance education programs, you need this technology:

- A computer capable of running Windows 7 or later, or Mac OSX 10.8 or later
- The latest version of one of these web browsers: internet Explorer, Firefox, or Safari
- Microsoft Office Suite or a compatible Open Office Suite
- Adobe Acrobat Reader
- High Speed Internet Access
- Ethernet adapter cable required (wireless connections can drop during tests and Collaborate sessions)
- Webcam

Refer to Angelo State University's Distance Education website for further technology requirements: [Angelo State University's Distance Education Website](#)

Communication

Faculty will respond to email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday.

Written communication via email: All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes. In your emails to faculty, include the course name and section number in your subject line.

Topic Outline

Date	Topics/Skills Practiced
3/25/2021	Height, Weight, Pulse, Pulse Oximetry, Blood Pressure, Heart Sounds
4/1/2021	Lung Sounds, Cranial Nerve Assessment, Explain Spine Boarding
4/8/2021	Spine Boarding
4/15/2021	Practical 1
4/22/2021	Closed Basket Weave, Achilles Tape, Turf Toe, Ankle Compression Wrap
4/29/2021	Elbow For Hyperextension, Thumb Spica, Wrist Tape, Vacuum Splint
5/6/2021	Hip Spica, Groin Wrap, Shoulder Figure 8, Sling and Swathe, Sam Splint, Shoulder Spica
5/13/2021	Practical Exam 2 (10:30-12:30)
Complete by 5/12/2021	Closed Book - Final Exam (MUST USE Respondus Monitor and Lockdown Browser) Opens on Monday 5/10/2021. Due by 11:59pm on 5/12/2021.

Quiz Schedule

Date	Quiz Number	Chapters Covered
3/26/2021	1	1 and 2
3/29/2021	2	3
3/31/2021	3	4
4/5/2021	4	5
4/7/2021	5	6
4/9/2021	6	7
4/12/2021	7	8
4/14/2021	8	9
4/19/2021	9	10
4/21/2021	10	11
4/26/2021	11	12
4/28/2021	12	13
4/30/2021	13	14
5/3/2021	14	15
5/5/2021	15	16
5/7/2021	16	17

Grading - Evaluation and Grades

Course grades will be determined as indicated in the table below.

Assessment	Points of Total Grade
Chapter Quizzes (25 points each)	400
Practical Exam 1	100
Practical Exam 2	100
Participation	50
Final Exam	200
TOTAL	850

This course is graded strictly on points NOT percentages. The amount of points you earn determines your grade in the course. I DO NOT ROUND UP GRADES at the end of the semester. It is your responsibility to keep track of the total course points you have accumulated.

Grading System

Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

The following grading scale is in use for this course:

A = 765.00-850 points

B = 680.00-764.99 points

C = 585.00- 679.99 points

D = 510.00-584.99 points

F = 0-509.99 points (Grades are not rounded up)

Teaching Strategies

Students are expected to be “active learners.” It is a basic assumption of the instructor that students will be involved (**beyond the materials and lectures presented in the course**) discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples on the Internet, and discussing course material and clinical experiences with their peers.

Assignment and Activity Descriptions

Online Quizzes: There are 16 online quizzes that will be due throughout the 7 week course. Each quiz can be accessed via Respondus LockDown Browser and will be open for a 24 hours period. Quizzes can NOT be made up, so be sure to pay attention to the quiz schedule listed below. Quizzes will contain 10 multiple choice or True/False questions over the Chapter noted for each quiz. Only one attempt may be made and each quiz will have a 20 minute time allotment.

Practicals: The two practicals will test the student’s ability to recall skills that are taught in the face to face portion of this course. The skills are randomly assigned and will include both individual skills and team skills.

Participation: Attendance is critical in the 8 week course as we only meet twice a week. New skills will be taught on a weekly bases and any missed class days could be detrimental in the outcome of the course grade.

Final Written Exam: The final exam consists of 100 multiple choice questions which will test your retention over information covered in the online content.

Assignment Submission

All assignments MUST be submitted through the Assignments link in the Blackboard site. This is for grading, documenting, and archiving purposes. Issues with technology use arise from time to time. If a technology issue does occur regarding an assignment submission, email me at kristi.white@angelo.edu and attach a copy of what you are trying to submit. **Please contact the IT**

Service Center at (325) 942-2911 or go to your Technology Support tab to report the issue. This lets your faculty know you completed the assignment on time and are just having problems with the online submission feature in Blackboard. Once the problem is resolved, submit your assignment through the appropriate link. This process will document the problem and establish a timeline. Be sure to keep a backup of all work.

Late Work or Missed Assignments Policy

Late work will not be accepted unless you have received permission from the instructor prior to the due date. If you miss an assignment due to an unexcused absence, you are out of luck. Show up for class!

General Policies Related to This Course

All students are required to follow the policies and procedures presented in these documents:

- [Angelo State University Student Handbook](#)²
- [Angelo State University Catalog](#)³

Required Use of Masks/Facial Coverings by Students in Class At ASU

As a member of the Texas Tech University System, Angelo State University has adopted the mandatory [Facial Covering Policy](#) to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

Student Responsibility and Attendance

It is the student's responsibility to be on time for class, participate in class discussions, and be actively engaged in the learning process. Instructions and assignments will often be given during class, therefore it is in your best interest to attend. If you have to miss class due to an unforeseen event/accident or illness, please contact the instructor prior to the start of class. Pending the reason for your absence, the instructor may inform you of any missed homework assigned during class. Not acceptable reasons for absences include but are not limited to: over sleeping, work, wanting to leave

early or come back late from the weekend, and celebrating a friend, relative or pet's birthday. If you are sick, let the instructor know and bring a physician's note when you come back to class.

Food and Drink Policy

Only bottles of water or water in containers with lids are allowed in the HHS building.

Academic Integrity

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Health and Human Services adheres to the university's [Statement of Academic Integrity](#).⁴

Accommodations for Students with Disabilities

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student's responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the [Student Disability Services website](#).⁵ The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford

Director of Student Disability Services

Office of Student Affairs

325-942-2047

dallas.swafford@angelo.edu

Houston Harte University Center, Room 112

Incomplete Grade Policy

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 [Grading Procedures](#)⁶ for more information.

Plagiarism

Plagiarism is a serious topic covered in ASU's [Academic Integrity policy](#)⁷ in the Student Handbook. Plagiarism is the action or practice of taking someone else's work, idea, etc., and passing it off as one's own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list. Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the [ASU Writing Center](#).⁸

Student Absence for Observance of Religious Holy Days

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for [Observance of Religious Holy Day](#)⁹ for more information.

Copyright Policy

Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

Syllabus Changes

The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of such changes by email, course announcements and/or via a discussion board announcement. It is the student's responsibility to look for such communications about the course on a daily basis.

Title IX at Angelo State University

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual

Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: www.angelo.edu/incident-form

Face to face: Mayer Administration Building, Room 210

Phone: 325-942-2022

Email: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State's policy please visit: www.angelo.edu/title-ix.

Student Evaluation of Faculty and Course

Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs and clinical experiences.

Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

Student Learning Outcomes

1. Gaining a basic understanding of the subject (e.g., factual knowledge, methods, principles, generalizations, theories)
2. Learning to apply course material (to improve thinking, problem solving, and decisions)

3. Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course.
4. Acquiring skills in working with others as a member of a team.
5. Learning to apply knowledge and skills to benefit others or serve the public good

End of Syllabus

¹ <https://blackboard.angelo.edu>

² <https://www.angelo.edu/student-handbook/>

³ <https://www.angelo.edu/catalogs/>

⁴ <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

⁵ <https://www.angelo.edu/services/disability-services/>

⁶ <https://www.angelo.edu/content/files/14197-op-1011-grading-procedures>

⁷ <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

⁸ https://www.angelo.edu/dept/writing_center/academic_honesty.php

⁹ <https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of>