**ROME HIGH SCHOOL**

**2013-2014 School Year Misty McQuese, RN (**[mmcquese@rcs.rome.ga.us](mailto:mmcquese@rcs.rome.ga.us)**)**

**Introduction to Healthcare Science/Graphic Arts Room/grades 9-12**

1. **Course Description:** Introduction to Healthcare Science is the foundational course for all Health Science pathways and is a prerequisite for all other Healthcare Science pathway courses. This course will enable students to receive initial exposure to the many Healthcare Science careers as well as employability, communication, and technology skills necessary in the healthcare industry. The concepts of human growth and development, interaction with patients and family members, health, wellness, and preventative care are evaluated, as well as the legal, ethical responsibilities of today’s healthcare provider. Fundamental healthcare skills development is initiated including microbiology, basic life support and first aid. This course will provide students with a competitive edge to be the better candidate for either entry into the healthcare global marketplace and/or the post-secondary institution of their choice to continue their education and training.
2. **Basic Textbook:***Health Care Science Technology* (2004) will be the assigned textbook in class. Students may check out a textbook of the same name to take home if needed. The *Heartsaver* Program will be used for the CPR training. The course will be supplemented by other appropriate texts, publications, handouts and materials.
3. **Major Objectives:**
4. Medical terminology, abbreviations, common medical vocabulary (all year)
5. Medical math (all year)
6. Teamwork, leadership, and communication, HOSA
7. Healthcare delivery systems and careers within those systems
8. Worker safety and infection control
9. Health maintenance practices
10. Cultural diversity
11. Ethical and legal responsibilities
12. Employability, professionalism, job-related skills
13. Heart saver CPR and first aid
14. **Attendance and Make-Up Work**

Work habits begin NOW! If you miss a day, you have missed hours of instruction. When you return, you are responsible to make up the work. Check the MISSED ASSIGNMENTS folders (located in the front of the room) for any handouts to put in your notebook. Ask a classmate for missed assignments or notes and check the website for Powerpoints to go along with the notes. Whatever you need to do to keep up with the class, do it! Board policy states you will have two days for every one day of absence to make up the work. For example, if you are out for two days, you will have four days to make up the assignment. Any assignments turned in late will be an automatic 10 point deduction from your grade for every day that it is late. All make-up tests will be short answer and essay versions. **Tests WILL NOT be made up in class.** You will need to schedule a time before or after school to make up tests or assignments that must be completed in the course. Every effort will be made to accommodate a make-up time. However, work still outstanding at the end of two weeks from the original absence will receive a permanent grade of **Zero**This grade will then qualify for retake under the school’s “all students proficient” rule.

***Remember, employers want to hire students with good school attendance, positive attitudes, and positive work ethics.***

1. **Classroom Procedures:**
2. Enter the room quietly and be seated in your assigned seat. Mrs. McQuese may change seating assignments at random. Class time is a time for learning, not socializing with your friends.
3. There will be BELLWORK on the board. Get your notebook out, turn to the bellwork tab, write down the questions, and answer them to the best of your ability. You may use your book or notes.
4. Main Rules:

* Be Respectful

-of yourself, all people, and all property.

-NO eating, drinking, or applying cosmetics in class. Offending                  products will be put in the trash!

* Be Responsible

-have everything you need to learn. Be on time. Be present!

* Be Teachable

-Learning requires effort. No matter what job you choose in the medical field, your learning must continue throughout your career. Being a lifelong learner begins now!

**VI.** **Consequences**

***What happens in your life is the result of your actions.*** If you choose to break a rule one or more of the following actions will occur:

* Points deducted from weekly Employability Sheet/loss of team membership and seating!
* D-Hall, or Me-Hall
* Referral to Mr. Johnson
* **Severe disruption**- referral to Mr. Johnson
* **Tardy**= automatic D-Hall
* **Failure to bring materials to class**= automatic me-hall
* \*The Teacher retains the right to send students to Mr. Johnson as needed at any time.

1. **Material Requirements:** As this class is very interactive, the following will be needed to participate-

* 1 ½” inch three ring binder (a 3” or larger if you plan to share with multiple classes)
* Paper for your binder
* 1 pack of dividers WITH POCKETS for your binder
* Blue or black ink pens or pencils (**no other colored ink** **will be accepted!)**
* 1 box markers
* 1 pack construction paper
* A pack of glue sticks
* 1 pack of post-it notes
* flash drive (recommended)
* A watch with a second hand
* Obtaining a uniform (scrubs) to wear in class on assigned days ( a date will be given for this)
* **( Scrubs must be worn, ALL DAY, Every Thursday unless directed otherwise)**
* Wearing RHS ID Badge at all times

1. **Other Regulations, Policies, and Procedures**

Thisclass is designed to aid in the preparation of future health care professionals.

* Professional conduct is stressed and graded as part of the course. There will be a semi-annual student evaluation before Christmas break and at that end of the year that will count as a test grade. This will prepare you for clinicals in future courses.
* As part of the Georgia Performance teamwork standard peer evaluations using assessment tools will be executed by the students.
* Professional materials are required.
  + **Non-standard papers or inks will not be accepted and a grade of zero will be recorded**.
* Each student is expected to behave in a manner reflecting self-control and cooperation. Abuse of others in any form (physical, written, verbal or nonverbal) will not be tolerated and result in disciplinary action.
* Students must wear ID badges EVERY day after they are issued.
* Uniforms (scrubs) must be worn on assigned days and are daily grade items.
  + This includes professional footwear. Students are required to wear ONLY tennis shoes or Crocs in order to protect feet from hazardous conditions in the healthcare lab environment. NO flip flops, open toed shoes, or shoes with holes of any kind may be worn. Lack of professional footwear is unsafe and will result in the recording of zero for the daily grade.
  + Uniforms must convey a professional appearance; therefore the student’s uniform must be kept clean and neat, with stains and wrinkles removed as needed. Students will need to be in complete uniform throughout the day except for those classes that require a change of attire (ex.-P.E.). Several systems will be in place to ensure students are maintaining their uniform throughout the day. Students observed out of uniform will receive a professionalism grade of zero for the week.
  + **SCRUBS MAY NOT BE COVERED BY STREET CLOTHES AT ANY TIME!**

\* If you feel you will be cold you may do the following:

\* wear SOLID WHITE OR BLACK long sleeves under scrub top

\*wear SOLID BLACK or WHITE Thermal pants under Scrub pants

\* wear an APPROVED BLACK or WHITE LAB COAT over scrubs

\*\*\* Any Street clothes worn under scrubs will result in a grade of zero.

* Proper use of technology and equipment is required. Intentional misuse will result in disciplinary action and possible restitution for any damaged equipment. Healthcare equipment is VERY costly!
* Equipment and books are to be appropriately cared for and properly put away at the end of the class period. Desks and work areas are to be left clean and neat each period.
* All communication devices should be turned OFF and not used in ANY way during the class period (includes texting, instant messaging, etc.). Violation will result in the enforcement of the RHS Cell Phone Policy.
* Students will be asked to place all personal items on the floor during testing periods. Scrap paper(if needed) will be provided for each examination and must be returned with the testing materials. There shall be NO COMMUNICATION OF ANY FORM between students from the time the teacher verbally confirms that the examination has begun until **all** students have completed testing. Cheating is not tolerated in any form Any student found cheating will receive a grade of a 0 for that examination and will be sent to Mr. Johnson for discipline.

1. **Evaluation**

Students will be evaluated in the following manner for EACH NINE Weeks:

* Exams, Skill Performance Check Offs, Student Evaluation, and Projects. 60%
* Daily activities, Pop Quizzes, journal, and other assignments. 40%

Students will be evaluated in the following manner for the **YEAR**:

* Yearly Average 80%
* Final Exam 20 %

***NOTE TO STUDENT AND PARENT: Please carefully read over this course syllabus and complete the signature page located at the back of this syllabus. This is due back to Ms. McQuese within three (3) school days (8/7). If there are any questions, please do not hesitate to email me at*** [**mmcquese@rcs.rome.ga.us**](mailto:mmcquese@rcs.rome.ga.us) **or *call me at (706) 506-5280 to schedule a conference.***

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