Muskegon Area Career Tech Center
Allied Health
Course Syllabus

This intensive introductory course prepares students for in-demand health careers. Students study basic patient care skills. Certifications offered include CPR/AED, First Aid, HIPPA, and Bloodborne Pathogens. Students successfully completing the first year Allied Health Technology program may enroll in the Health Science Academy for more in-depth study year two.

Instructors:
Ann Shupe, MSN, RN, CNOR Room 110, 231-767-3686, ashupe@muskegonisd.org
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Best Contact Time:
Immediately before or after class Monday to Thursday 7:30 - 8:00 AM or 2:15 - 3:15 and Friday from 7:30 - 8:00 AM. Or by appointment

Course Textbook:
Introduction to Health Science Technology

Student Assessment:
Students will be evaluated in a variety of ways in order to encourage all styles of learning: tests/ quizzes, in class activities, skill checks, portfolios, and technology are a few examples.

Course Schedule and Segments:
This program is designed around 12 segments and many standards. Standards are the individual tasks that you will learn within a segment. A concentrator will complete at least seven of the 12 segments, a completer will complete all 12. To continue on to the Health Science Academy, the student must be a completer.

- Segment 1 Anatomy and Physiology
- Segment 2 Legal Responsibilities
- Segment 3 Infection Control
- Segment 4 Client Status
- Segment 5 Workplace Safety
- Segment 6 Healthcare Delivery Systems
- Segment 7 Ethics
- Segment 8 Clinical Skills
- Segment 9 Wellness
- Segment 10 Healthcare Communications and Terminology
- Segment 11 Healthcare Informatics and Technology
- Segment 12 Career Readiness

Course Description
Students will learn foundational health care knowledge and various patient care skills in the classroom and lab. There will be opportunities for field trips, guest speaker, class projects, team exercises, and direct instruction. Students must participate in a two to four hour job shadow within the community in their area of chosing. Students in the Allied Health Technology class will participate in HOSA related activities embedded into the curriculum.

Classroom Expectations:
Students are expected to participate in all activities. All students will be expected to consider the following areas: attendance, respect, safety, responsibility, quality work, teamwork, and classroom participation.

Course Prior Knowldege or Background
Students should have a background in biology, chemistry, math, computer, and English. The MACTC will perform a criminal background check. Any student with a history of criminal background could be removed from the class as students may have difficulty securing placement in a job shadow.

Instructional Philosophy:
Coursework will be completed using a combination of methods. We will learn through lecture and discussion, group work, reading, and independent projects. Technology will be used by way of phones, Google Classroom, and computers. We will also be using a great deal of hands on learning to practice skills. Students are expected to utilize classroom time to complete skill practice and work.

Classroom Rules and Procedure

- Students are required to wear scrubs from Oct 1 to Spring Break. Students must wear proper footwear, nails cut short, hair pulled back and simple jewelry. Proper uniform will be discussed prior to Oct. 1
- Students will be given a ten minute break each day, however, this is at the discretion of the instructor.
- Students will not be used during class time. The only exception is during break time. In case of an emergency, students may use the instructor's office phone.
- Attendance is vital. Be here on time each day, prepared to work. **If you are absent it is your responsiblity to get missed work. Please check Google Classrom on ANY day missed.**
- Respect all adults and peers. Use appropirate language at all times.
- Safety in the lab. Follow safety rules and procedures. Students will be expected to clean up after themselves every day.
- Students must be responsible and complete all work on time, follow directions, use resouces appropriately, and contribute to class discussion. No work will be accepted after the test for the unit.

Grading Policy
Grading will be based on a large variety of activities, including worksheets, projects, tests, quizzes, lab work, written work, clinical work and other activities. We don't give grades—you EARN them!

Tests /Exams	40%
Quiz	5%
Career and Employability	15%
Assignments	30%
Skills	10%

Course & Instructor Policies
It is your responsibility to turn in papers/assignments on time!
Teachers will discuss individual classroom policies in the first week of class.

Policies and Procedures for MACTC Students
Please refer to MACTC Student Handbook for specifics regarding attendance, cell phone use, and technology use.