

Southside Virginia Community College

Fall 2022 Syllabus

Course & Instructor Information

Course Number: HCT 101
Course Name: Health Care Technician I

Session: Fall 2022
Instructor Name: Kimberly Lynch, RN
Instructor Email: lynchk@brunswickcps.org
Instructor Phone: W-434-848-2716 ext. 4304

Office Hours: 11:00-12:30 PM M-F
Number of Credits: 4 credits
Number of Sessions: 1 semester
Classroom Location:
Class Days/Times: Monday -Friday
Block 1 - 7:35 am- 9:08 am (1.5 hours)

Course Description

HCT 101 or Health Care Technician 1: Program teaches age-specific care of clients with an emphasis on the social, emotional, and spiritual needs of geriatric clients in long term care. The curriculum includes: communication and interpersonal skills training; client rights and legal aspects that protect the client and NA (Nurse Aide); skills needed to perform activities of daily living and personal care for clients; emergency procedures; infection control; anatomy and physiology; nutrition, hydration, and feeding; restorative care; appropriate care for the aging/ disabled clients; culturally sensitive care; appropriate care for a dying client and/ or death of a client. The curriculum also includes appropriate safety measures including those for BLS and CPR. Emphasis of this portion of the program is to teach the theory for caring for the geriatric, older or disabled client in the long-term care setting. Prerequisite for this course is Introduction to Health Occupations.

Please follow this link: <https://courses.vccs.edu/courses>

Text & Other Required Materials

Successful Nursing Assistant Care, 5th Edition, 2019 by Diana Dugan, RN
Hartman Publishing Inc.

Virginia Nurse Aide Candidate Handbook

Course Objectives

This is a one (1) semester class that is dual enrolled through Southside Virginia Community College. Students will be required to take HCT 101 concurrently with HCT 102. Completing all portions of this course with a "C" or a 77 average score or better will earn 11 total college credits and will have a certificate to work as a Nurse Aide in the state of Virginia. For further course objectives please see HCT 101 syllabus.

By the end of this course, students will be able to: Students must complete all portions of this program, HCT 101, HCT 102, HLT 100, and SVD 100 with a “C” or 77- grade average or higher to become obtain Certification as a Nurse Aide in Virginia and to be eligible to take the NNAAP Virginia State Board licensure exam to become a licensed CNA.

Course Evaluation & Requirements

Students are to maintain professional standards at ALL times during CLINICAL setting! Each student will be required to have a well-fitting navy blue or white nursing uniform. It can either be a dress or pantsuit. White leather nursing shoes and white hosiery/socks must be worn at all times while in the nursing facility. NO open toed or open heel shoes will be allowed at clinical. Students MUST wear white or beige undergarments when wearing white uniforms. Uniforms MUST be clean and crisp (no wrinkles), without stains, tears or holes and well fitting. Hair must be of a natural color; no bold or multicolored highlights will be permitted and it must be clean and well kept off the collar or in a bun or ponytail on clinical days. Hair should NEVER be accessible to clients for pulling or be able to fall onto clients or their belongings. NO tongue rings or other facial jewelry will be allowed. Minimal jewelry can be worn and should be kept to 1 pair of small stud earrings, a waterproof watch with a “sweep second hand”, and 1 small ring (wedding rings preferred only). Stethoscope and scissors are optional.

Documentation of PPD (Tuberculin Test) and CPR certification **are required** to enter clinical rotation. Students are **responsible for these costs** (approximately \$35.00).

Please understand this is a dual enrollment course with high professional standards and if any suspension or disciplinary action may occur that involves your child, regardless of action that is taken at BHS, their actions may still come under review and disciplinary action from SVCC including removal from the Nurse Aide program.

HCT 101 -4 credits
HCT 102 - 4 credits
HLT 100 -2 credits (AHA BLS & First Aid)
SDV 100 - 1 credit (TBA)

Grading Scale

Clinical grades will be based on these 10 areas: Attendance, Appearance, and Proper body mechanics, Interaction with staff, Resident interaction, Professionalism, Skills, Teamwork, Vital signs and Motivation. Students must pass both class and clinical to pass this class.

Each student is expected to read the material and have all assignments completed prior to each class. Homework is due before class each day, and will count as a participation grade.

- 25% -- Summative assessment- includes unit tests, cumulative tests or exams, and research.
- 75% -- Formative assessment- includes daily class work, homework, and assignments.

SVCC Grading scale:

A 93-100
B 85-92
C 77-84

*****For SVCC purposes you have to complete all course materials, class hours and clinical hours and meet a minimum cumulative score of “C” (77 or above to successfully complete this course for college credit).**

Attendance Policy

Class attendance is important, and mandatory for success in this course. The college has an attendance policy requiring that students miss no more than 20% of the scheduled class meetings. A student who misses more than 20% of the scheduled class meetings will be dropped from the course with a grade of "W" or "F", depending on the date last attended and drop date.

Instructional Activities

Lecture, discussion, Educational videos and DVD's and group activities, including role-playing. Students will be required to perform and pass skills in the classroom using manikins and fellow students prior to going to the nursing home for clinical rotation. Nursing home clinical rotation will include hands-on tasks and skills related to nursing assistants.

Late/Make-Up Work

Each student is responsible for keeping his/her work up to date. It is YOUR responsibility to find out what you have missed. Full credit will not be given for work turned in late. You will lose ten (10) points per day that work is turned in late. After three (3) days, the work will not be accepted and you will receive a grade of 50. For each day you are absent, you will be given one day to make up the missed work unless other arrangements have been made.

Honor Standard

This course is governed by the SVCC Honor Code Standards, as outlined in the SVCC College Handbook. Students violating these standards will be subject to disciplinary actions to include failure on the assignment and/or expulsion from the class or the College.

Faculty Email Response Time

According to SVCC policy, faculty are expected to return email from students within 48 hours Monday through Friday.

Communication Plan

This is a federal RSI requirement for all courses with ANY online component. If this does not apply (if you teach seated sections ONLY), simply put a statement of your communication efforts.

Instruction will be given daily

Videos and PowerPoints will be placed in Google classroom each week for student resources

Feedback on assignments will be given within 7 days (ex. If assignment is due on Wednesday Oct 1st then I will respond by Wednesday the following week)

Emails will be answered within 24 hours.

If needed: I can set up meetings Wed & Friday from 3-4pm via Google Meets class link, face to face meetings, or phone calls.

Detailed responses on autograded tests and quizzes, as well as, corrections with explanations for all worksheet assignments within 7 days.

Schedule of Topics Covered

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|---------|--|--|
| Week 1 | Class Orientation/ Syllabus review/ Google classroom | |
| Week 2 | Chapter 1 & 2 | |
| Week 3 | Chapter 3 & 4 | |
| Week 4 | Chapter 5 | |
| Week 5 | Chapter 6 & 24 | |
| Week 6 | Chapter 8 & 13 | |
| Week 7 | Chapter 7, 21, & 25 | |
| Week 8 | Chapter 9, 10, & 11 | |
| Week 9 | Chapter 12 | |
| Week 10 | Chapter 14 | |
| Week 11 | Chapter 15 & 16 | |
| Week 12 | Chapter 17 & 23 | |
| Week 13 | Chapter 18 | |
| Week 14 | Chapter 19 | |
| Week 15 | Chapter 20, 26, & 27 | |
| Week 16 | Chapter 22 | |
| Week 17 | Chapter 28 & Opioids | |
| Week 18 | State Boards | |

SVCC Important Calendar Dates

**All dual enrollment sections will differ according to the school schedule. Please consult your high school counselor and dual enrollment instructor for specific dates.

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|---|--|
| Classes Begin | August 8, 2022 |
| No Classes -Independent Holidays | September 5, 2022 - Labor Day November 8, 2022 - Election Day |
| Last Day to Drop with Refund (no charges) | |
| Last Day to Withdraw without Academic Penalty (W on transcript) | |
| No Classes - Thanksgiving break | November 23-25, 2022 |
| Classes End | December 16, 2022 |
| Final Exams | Week of December 12-16, 2022 |

Special Needs Statement:

Additional information may be found at <http://www.southside.edu/disability-services>.

Disabilities Statement: Southside Virginia Community College complies with the provisions set forth in the Americans with Disabilities Act (ADA) of 1990 and in Section 504 of the Rehabilitation Act of 1973. The College is committed to providing an equal opportunity for academic success to all students. This commitment includes the provision of reasonable accommodations to students who have self-identified with the Office of Disability Services and who have provided the required documentation. Any student who may need an accommodation based on the potential impact of a disability should contact:

John Hicks, Coordinator of Disability Services, Christanna Campus
Office of Student Services
434-949-1070
john.hicks@southside.edu

Early Alert Referral System

Southside Virginia Community College's (SVCC) Early Alert Program is committed to the success of all our students. Numerous campus support services are available throughout your academic journey to assist you in achieving your educational goals. SVCC has adopted an Early Alert Referral System as part of a student success initiative to aid students in achieving their educational goals. Faculty and staff participate by alerting and referring students to campus services for added support. Students may receive a follow up call or email from various campus services as a result of being referred to our Early Alert System. Students are encouraged to participate.

Campus resource information can be accessed at:

<http://www.southside.edu/student-success-retention> or by calling Student Services at our college wide phone number [434-736-2022](tel:434-736-2022).

Title IX (Sexual Harassment and Misconduct): Your Rights and How to Make a Report

Consistent with its mission, Southside Virginia Community College is committed to providing a learning and working environment that emphasizes the dignity and worth of every member of its community. Sexual harassment (including sexual assault) in any form will not be tolerated. Sexual harassment is unwelcome conduct of a sexual nature, which can include unwelcome sexual advances, requests for sexual favors, or other verbal, nonverbal, or physical conduct of a sexual nature. Thus, sexual harassment prohibited by Title IX can include conduct such as touching of a sexual nature; making sexual comments, jokes, or gestures; writing graffiti or displaying or distributing sexually explicit drawings, pictures, or written materials; calling students sexually charged names; spreading sexual rumors; rating students on sexual activity or performance; or circulating, showing, or creating e-mails or websites of a sexual nature. Under Title IX, this constitutes sexual misconduct and includes rape or sexual assault.

If you have been the victim of sexual harassment or other sexual misconduct, you have certain rights under Title IX. For additional information regarding your rights, please consult the SVCC Title IX website at <http://www.southside.edu/advisingcounseling/titleix>.

In accordance with College policy and federal law, all faculty members are required to report incidents of sexual harassment including sexual violence to one of the following individuals:

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|-----------------------------|---|
| Title IX Coordinator: | Dr. Daryl Minus, Vice President of Student Success Christanna Campus, LRC/Student Services Building Rm 233 John H. Daniel Campus, LRC/Student Services Bldg. Rm 134 434-949-1012 daryl.minus@southside.edu |
| Deputy Title IX Coordinator | Robin Daniel, Director of Institutional Effectiveness Christanna Campus, LRC/Student Services Building Room 214 John H. Daniel Campus, LRC/Student Services Bldg. Rm 135 434-949-1018 robin.daniel@southside.edu |
| Deputy Title IX Coordinator | Marika Peterson, Librarian Christanna Campus, LRC/Student Services Building Room 247 John H. Daniel Campus, LRC/Student Services Bldg. Rm 221 434-949-1064 marika.peterson@southside.edu |
| Deputy Title IX Coordinator | Dr. John Hicks Christanna Campus, LRC/Student Services Building Room 213 434-949-1070 john.hicks@southside.edu |

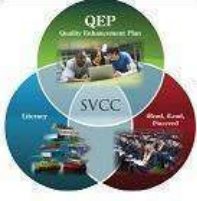
Non-Discrimination Statement

Southside Virginia Community College does not discriminate on the basis of race, color, creed, gender, age, sex, religion, physical or mental disability, national origin, veteran status, marital status, sexual orientation, political affiliation, or genetic information in its programs and activities and provides equal access to the services and other programs at the College. The following person has been designated to handle inquiries regarding the non-discrimination policy:

Ms. Shannon Vassar Feinman, Vice-President for Finance and Administration
Southside Virginia Community College, 109 Campus Drive, Alberta, Virginia 23821
Phone: 434-949-1005 Email: shannon.feinman@southside.edu

Additional Policies

Please refer to the SVCC Dual Enrollment Student Handbook and the Canvas Syllabus section of your Canvas course site for additional information regarding SVCC policies and procedures.

The logo is a circular graphic divided into three colored segments: green at the top, blue at the bottom left, and red at the bottom right. The green segment contains the text 'QEP Quality Enhancement Plan' and an image of students. The blue segment contains the text 'Literacy' and an image of books. The red segment contains the text 'Read, Lead, Succeed' and an image of a person reading. In the center of the circle, the text 'SVCC' is displayed.

iRead, iLead, iSucceed

*Reading....delivering knowledge and ideas to the mind
through the written word.*

SVCC's QEP: A Commitment to Literacy

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Course Number: HCT 101
Course Name: Health Care Technician I
Semester: Fall 2022
Session: 18 Weeks

By signing below, I acknowledge that I am a dually enrolled student with Southside Virginia Community College and Brunswick High School and this course will be reflected on my official transcripts. I have read the syllabus for the Fall 2022 semester and understand the requirements for this course.

PRINTED NAME (Student)

DATE

SIGNATURE (Student)

Parent SIGNATURE
