Allied Health
2023-2024 Course Syllabus

Course: HSC 110- Introduction to Health Careers
Course: HSC 120 Medical Terminology

Office: Summit Technology Academy

Class Hours: M-F 7:55 to 10:00
M-F 11:50 to 1:55

Credit hours: 1
Credit hours: 3

Instructor: Dr. Jenny Karkera, MD
Phone: (816) 986-3439
Email: jenny.karkera@LSR7.net
Classroom: C 150
Office Hours: M-F 7:25 to 7:50
M-F 10:00 to 11:00
M-F 2:00 to 3:00

Prerequisites: A grade of “C” or better in high school chemistry and/or biology, and attendance through high school of at least 90%.

Course Description: This program is for juniors and seniors interested in learning more about health careers or who would like to enter college healthcare programs after graduation. In the first semester, students will learn the basic vocabulary of medical terms, stressing prefixes, suffixes and roots, with application to each system of the body. Students will also explore many allied health careers. Second semester we will be learning about CPR, government agencies in healthcare, group projects, and participating in a medical externship experience in various fields of allied health.

Students will have to provide transportation to STA for off-site activities and medical externship experiences. Most off-site activities will start at 8:00 for the morning class and end at 10:00. Afternoon off-site activities will start at 12:00 and end at 2:00. Students are responsible for providing their own transportation to medical externship facilities in the second semester.

Dual Credit Opportunities: High School (1.5 credits each semester) and College (4.0 credits fall semester) Ozark Technical Community College (OTC) credit is offered to eligible students according to the Coordinating Board of Higher Education (CBHE).

Required Textbook: This text is available to each student for checkout. Students will return the book at the end of the year in good condition. If the book is not in good condition a fine to replace the book will be accessed. 

Medical Language for Modern Health Care; Fourth Edition

Required Uniform: Students will need to purchase a collared shirt that will be worn with khakis or black pants (no leggings, denim or tight fitting pants allowed) to field trips and on days that we have guest speakers. If a student fails to comply with the dress code it will reflect in the “Professionalism” grade and will not attend the field trip.
Upon completion of the course, the student will be able to:

1. Apply the basic rules for building & defining a medical word.
2. Read, deconstruct, & understand common medical words & abbreviations.
3. Apply knowledge of the body's major organ systems as it relates to patient care.
4. Document a patient's chief complaint, medical history, and vital signs.
5. Differentiate between anatomic position, planes, and directional terms of the body.
6. Describe the structures & functions of the skin, skeletal, and muscular systems.
7. Describe the structures & functions of the nervous, special sense organs, & endocrine systems.
8. Describe the structures & functions of the cardiovascular, lymphatic, & respiratory systems.
9. Describe the structures & functions of the digestive, urinary, male reproductive, & female reproductive systems.
10. Compare various health professions.
11. Demonstrate professional behavior within the healthcare environment.
12. Demonstrate necessary strategies to be successfully admitted to a health professional education program.
13. Explain how risk factors, prevention, accessibility, & disease affect public health outcomes in a community.
14. Examine health disparities in the United States such as racism, level of education, stress, and life expectancy.
15. Make real-world connections between public health topics and personal medical externship experience.
16. Design and implement a public health project in the community.

Grading Policy:

<table>
<thead>
<tr>
<th>College Grading Scale</th>
<th>High School Grading Scale- Pg. 17 of STA Hand book</th>
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<tbody>
<tr>
<td>90%-100%</td>
<td>95%-100%</td>
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<tr>
<td>80%-89%</td>
<td>90%-94%</td>
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<tr>
<td>70%-79%</td>
<td>87%-89%</td>
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<tr>
<td>60%-69%</td>
<td>83%-86%</td>
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<tr>
<td>Below 60%</td>
<td>80%-82%</td>
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<td>77%-79%</td>
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Tutoring/Extra Help Plan: STA utilizes a pyramid of interventions in order to ensure students successfully meet course requirements. Students may access the instructor during office hours as listed above. Students also have access to Schoology to pose questions to the instructor and/or classmates for additional assistance. Students can access the instructor email address to pose questions, complaints, ideas, etc. Students MUST use their LSR7 issued email address. Instructors are required by LSR7 to avoid communicating with students via personal email addresses.

Late Work Policy: The first day an assignment is late, a maximum score of 75% will be given. The second day, a maximum score of 50% will be given. The third day or later, a score of 0% will be given.

Electronic Gradebook/Parent Connect Website: Grades are updated on a weekly basis. The Parent Connect website address is at this link.

Academic Lettering: Students who have earned a 94.50% or higher for first semester and a 94.50% or higher at the time of the fifth grading period will receive the academic letter, also known as the Chenille letter.
First Semester
Grades will be a combination of 90% classwork/projects/tests plus 10% final exam.
Of the 90%, the following percentages will be comprised of:
- Classwork: 20%
- Projects: 35%
- Tests: 35%
- Final Exam: 10% of semester grade

Second Semester
Grades will be a combination of 90% Classwork/Medical Externship/Group Project plus 10% Final Project. Of the 90%, the following percentages will be comprised of:
- Classwork: 20%
- Medical Externship: 35%
- Group Project: 35%
- Final Project: 10% of semester grade

Medical Externship: Students will have the opportunity to be assigned to a medical externship placement during the second semester. Students must meet the following program requirements to be assigned to a placement:
1. Adherence to school attendance policy per STA Handbook.
2. Attains an 80% or above grade for the first semester.
3. Successful completion of all clinical related documents (i.e. TB skin test, background check, drug screening, immunizations, family care registry), and required training.
4. Instructors reserve the right to withhold students from shadowing rounds based on habitual unprofessional and/or immature behavior during the school year.

IMPORTANT DATES (Absence effects grade received):

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<tr>
<th>Event</th>
<th>Dates</th>
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<tbody>
<tr>
<td>1st Semester Final</td>
<td>December 11-12</td>
</tr>
<tr>
<td>CPR Certification</td>
<td>December 13 &amp; 14</td>
</tr>
<tr>
<td>Medical Externship</td>
<td>March 6-8, 13-15, 20-22, 27-29, &amp; April 10-12</td>
</tr>
<tr>
<td>Group Project</td>
<td>April 18-19</td>
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<tr>
<td>2nd Semester Final</td>
<td>May 6th and 9th</td>
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Classroom Policies:

Cell phone use: Cell phone use is not allowed in the classroom. In case of an emergency and a student needs to use his/her phone, please signal to the teacher and leave the room quietly. Students are allowed to use their cell phones during break time.

Use of Computers: Students are to use laptops only for Allied Health classroom purposes. Students are not allowed to visit social networking or shopping sites unless being used in curriculum. See pg. 28 of the STA Handbook.
**Attendance and Drop Policy:** Summit Technology Academy’s policy may differ from that of the home school and will be in effect for the period of attendance at STA. See pg. 16-17 of STA Handbook.

**Absences on test day:** Any student who is absent on test day will need to take the test on the day he or she returns to class.

**Course Regulations:** Summit Technology regulations and guidelines will be followed for classroom behavior and expectations. Adherence to all Lee’s Summit R7 policies will be enforced.

**Enrollment for Dual-Credit Date: September 8, 2023**
We will enroll online during class on this date. Students will need to know their Social Security Number.

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**OZARKS TECHNICAL COMMUNITY COLLEGE (OTC)**

**Academic Grievance:**
Your instructor should be your first point of contact and support for any questions or concerns you have about this course. If you cannot resolve your questions or concerns through your instructor, or do not feel comfortable speaking with your instructor, then you should contact the department chair/program director, or the division or location dean or director. The contact information for these individuals is in the Course Information section of the syllabus under Academic Grievance Contact. If a complaint cannot be readily resolved through these channels, students should follow the grievance procedures detailed in OTC Policy 2.62 that are further explained on this site. All students can contact the Academic Ombudsperson at ombud@otc.edu for assistance in working through and resolving academic related questions, problems and conflicts. The Academic Ombudsperson is a neutral party working to ensure that fairness and equity are upheld in decision-making processes. For more information, visit the Academic Ombudsperson website. Veterans can also contact the Veterans and Military Services office for any questions or concerns.

**Academic Integrity:**
Integrity is a Core Value at OTC. OTC promotes and enforces a culture of academic integrity. Students are expected to behave as responsible members of the college community and to be honest and ethical in their academic work. A student assumes full responsibility for the content and integrity of course work they submit. Students should read OTC Policy 5.24 to learn more about student responsibilities regarding Academic Integrity the consequences of committing an Academic Integrity violation this information, along with other resources can also be found on the Academic Integrity Resources Website

**Attendance**
You are expected to be present for your scheduled classes and labs. Regular attendance and participation are required. See OTC Policy 2.61 for further information.

**Administrative Withdrawal**

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It is the policy of the College that students will be administratively withdrawn from a course due to lack of attendance in seated classes or non-participation in online classes.

**Your instructor will administratively withdraw you from this class if you have not attended the class for 14 consecutive calendar days.** When the college does not conduct classes for five (5) consecutive calendar days, these days will not count toward the 14 days (e.g. Spring Break). Your instructor may re-enroll you after you have been administratively withdrawn, if you and your instructor are able to develop a plan of action for academic success.

Please note: Non-attendance and withdrawal from a course may reduce the amount of financial aid you receive, delay your graduation, or necessitate repayment of aid you have already received and does not relieve
you of your obligation to pay the tuition and fees due to the college. See OTC Policy 2.64 for further information.

**Disability Support Services:**
The college will provide reasonable accommodations in its services, programs, and activities and will make modifications to policies, practice and procedures in order to provide equal access to persons with disabilities pursuant to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, as amended, and other relevant federal and state laws. Modifications and reasonable accommodations are provided on a case-by-case basis and will not be based on stereotypes about disabilities or individuals with disabilities. Limitations on accommodations include those that would fundamentally alter the nature of the college’s services, programs, or activities.

A student seeking accommodations for their disability must initiate contact with the disability support services (DSS) office(https://academics.otc.edu/disabilitysupport) to begin the process for requesting accommodations. See Policy 2.75 for additional information (https://about.otc.edu/policies/2-75-student-disability-accommodation/).