



South Portland, Maine 04106

## Health Sciences

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<b>Title: Introduction to Health Sciences</b>	<b>Catalog Number: HLTH – 100- D1</b>
<b>Credit Hours: 3</b>	<b>Total Contact Hours: 45</b>
<b>Lecture: Online</b>	
<b>Instructor: Scott Cook, MS</b>	<b>Contact Information:</b>
<b>Office Hours – By appointment via Join.Me</b>	
<b>Location: Virtual</b>	<b>scook@smccme.edu (preferred)</b>

**Please email me for specific appointment**

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## Course Syllabus

### Course Description

This course explores the essential principles and professional qualities associated with people working in a variety of medical careers, including a review of best practices for working collaboratively within the healthcare setting; changes in how medical care is provided throughout the United States; and a broad overview of currently available healthcare opportunities for medical professionals. Students will review current issues in healthcare and determine best medical practices for the protection of patients and medical professionals. Throughout the course pertinent aspects of medical ethics; diversity and cultural competence; maintenance confidential patient information; and the use of electronic medical records will be explored.

Prerequisites: ENGL 050, ENGL 075; Program Acceptance Co-requisites: None

### Course Objectives

**After successfully completing the course, the student will be able to:**

1. Describe the essential professional qualities demonstrated by effective healthcare providers
2. Provide examples of healthcare services and where they are offered
3. Explain the common challenges facing healthcare professionals today
4. Review the major ethical principles that impact the healthcare community in the United States

5. Discuss the implications of express and implied consent
6. Relate the importance of maintaining patient confidentiality based on the requirements set forth by the United States Department of Health and Human Services – Health Insurance Portability and Accountability Act (HIPAA)
7. Outline the steps needed to ensure good practice of body mechanics and ergonomics to prevent injury
8. Identify the major disease risk factors for medical professionals and demonstrate the skills needed to maintain infection control practices in the healthcare setting
9. Review workplace safety standards and categorize the steps needed to prevent injuries and accidents in the workplace
10. Describe professionalism through attitude, behaviors, healthcare skills, and appearance
11. Identify the characteristics of a healthcare leader
12. Inventory the major organizations that impact healthcare in the United States
13. Categorize the ways that cultural differences can impact the needs of patients

**Course Requirements:**

This course includes a variety of assignments including papers, quizzes, assignments, and presentations.

**Student Evaluation and Grading**

Students are expected to assume responsibility for meeting course objectives and are responsible for assigned work. **Assignments are due on the dates indicated in the topical outline** unless arrangements are negotiated with the faculty prior to the due date. Assignments turned in after the due date will lose 5 points for each day they are late.

Numeric grades are given for each assignment, based on a maximum possible score of 100. The final grade is calculated by averaging the scores for each assignment using the weighting percentages below. The final numeric grade is then changed to the corresponding letter grade based on SMCC's grading standards (A = 93-100, A- = 90-92, B+ = 87-89, and so on). Student evaluation will be based on the following:

#### **Writing assignments – 4 for 40% of final grade**

1. Review a health profession you are interested in and provide an overview of the job requirements, work environment, educational requirements, salary, and job outlook (for the state and nation).
2. Report on one of the major healthcare systems or agencies in the United States and how their services impact local medical care
3. Evaluate an ethical healthcare issue that is currently impacting the United States healthcare system
4. Create a health education pamphlet

NOTE: Writing Assignments MUST have at least two peer-reviewed journal article used as references.

#### **Weekly Blackboard Discussions – 20% of final grade**

#### **Quizzes – 15% of final grade**

Weekly Assessment quizzes will be administered. Two attempts and the highest grade will be recorded.

#### **Comparative Healthcare System Presentation – 20% of final grade**

NOTE: Writing Assignments MUST have at least two peer-reviewed journal article used as references.

#### **Assignments – 5%**

#### **Text, Tools and / or Supplies**

Mitchell, D. & Haroun, L. (2017). *Introduction to Health Care* (4<sup>th</sup> ed.). Boston, MA: Cengage Learning. ISBN: 978-1-305-57477-9

#### **Attendance Policy**

Each week there will be a combination of the following: discussions, writing, reading, online presentations, and quizzes. You are expected to participate in all activities each week. The course will run Sunday to Saturday however material each week will open Friday morning of the assignment week. This provides a full week plus three weekend days. For weeks with a Discussion Board Posting, your first discussion post will be due by Wednesday night at 11:59pm. Two responses to your

classmates will be due by Friday night at 11:59pm. Weeks that do not have discussions, please see due dates with associated assignment. Attendance will be based on weekly interaction online. If you neglect to participate, you may be withdrawn from the course. Your participation will be graded on the rigor of your post. Research of primary literature and citation of that research is strongly encouraged to inform your post. I am looking for critical thinking and some depth of understanding of the topic beyond the basic presentation in your textbook. Do not cut and paste from any other on-line source. Do not just quote from your book. When using sources for your discussions, you must cite those sources in your discussion post. Citations will be based on APA 6<sup>th</sup> edition.

### **Mid-Semester Course Evaluation**

Mid-Semester evaluations will be provided during Week 8 and 9. This is an opportunity to provide anonymous feedback on the first half of the semester. The course instructor strongly encourages all students to participate in this feedback opportunity.

### **End-of-Course Evaluation**

Students complete evaluations for each course attended at SMCC. Evaluations are submitted online and can be accessed through the student portal. Students can access the course evaluations beginning one week before the end of classes. The deadline for submission of evaluations occurs Monday at 5 p.m. following the last day of the class. You will receive an e-mail to your student e-mail account when course evaluations are available.

### **ADA Syllabus Statement**

Southern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call (207) 741-5798. If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services offered by SMCC, you must register with the Disability Services Coordinator, Sandra Lynham, who can be reached at 741-5923. Further information about services for students with disabilities and the accommodation process is available upon request at this number. Course policies about online testing are modified to suit each individual's accommodations.

### **SMCC Pay-for-Print Policy**

Each semester students receive a \$20 printing credit. The balance resets at the end of the semester and any remaining credits are removed. The College's pay-for-print system monitors printing on all printers (including those in general access labs, library printers, Tutoring Services, Campus Center Lounge and technology labs). Be sure to log OUT of the system when you've finished your printing, to prevent unauthorized access to your account. Students can check the number of pages they have printed by using the Printing Balance tool available on SMCC computers (located in the lower right corner of the screen, near the clock). Departments with work study students who need to print

documents for the department should contact the Help Desk at 741-5696 to have a special account set up. To find ways to reduce your printing charges, please go to the IT Help tab on My SMCC. If you have questions about the pay-for-printing policy or your printing charges, please contact the Help Desk at 741-5696 or send an e-mail to [helpdesk@smccme.edu](mailto:helpdesk@smccme.edu).

### **Refunds**

Print jobs are eligible for a refund in the event of mechanical or electronic error on the part of the printer, print server, or software used to submit the job. Jobs are not eligible for a refund in cases where the job was not set up correctly, was submitted multiple times, or the student is not satisfied with the result. To request a refund, please bring the offending print to the IT Department in the basement of the Ross Technology Center. Refunds will be granted in the form of a credit to the student's account.

### **Add-Drop Policy**

Students who drop a course during the one-week "add/drop" period in the fall and spring semesters and the first three days of summer sessions receive a 100% refund of the tuition and associated fees for that course. Please note any course that meets for less than the traditional semester length, i.e., 15 weeks, has a pro-rated add/drop period. There is no refund for non-attendance.

### **Withdrawal Policy**

A student may withdraw from a course only during the semester in which s/he is registered for that course. The withdrawal period is the second through twelfth week of the Fall and Spring semesters and the second through ninth week of twelve-week Summer courses. This period is pro-rated for shorter-length courses (usually 75 percent of course meeting times; please check with the Registration Office.). To withdraw from a course, a student must complete and submit the appropriate course withdrawal form, available at the Registration Office. This process must be completed either in person or by using SMCC e-mail accounts.

### **Plagiarism Statement**

If an instructor suspects that a student has knowingly committed a violation defined in the Maine Community College System Policy on Student Grade Appeals and Academic Misconduct, the instructor has the authority to review the alleged misconduct and determine the grade that the student should receive for the assignment and the course. The instructor may assign a failing grade for the assignment or course and may require the student to complete additional work for the course. The instructor may consult with the department chair and/or the College's chief academic officer prior to making such decisions. If a student seeks to challenge an instructor's determination, the student should submit a grade appeal. Grade appeal forms are available in the Advising Office on the South Portland Campus or in the administrative offices in the Learning Commons on the Midcoast

Campus. An instructor may also refer the matter to the College's disciplinary officer for review under the procedures of the MCCS Student Code of Conduct.