



**Coleman College for Health Sciences
Diagnostic Medical Sonography Program**

DMSO 1210 Introduction to Sonography

CRN 35587 – Fall 2017

Coleman Campus- Room 575 | 2:00 pm- 4:50 pm | Monday

1 Lecture 2 Lab course / 48 hours per semester/ 16 weeks

Instructor:

Lucy Quinn

Instructor Contact Information:

Lucy Quinn

Lucy.quinn@hccs.edu

713-718-7343

Office location and hours

Office Location: Room 528

Office Hours: Monday 8:00 am-12:00 pm

Please feel free to contact us concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for our assistance. Your performance in this class is very important to us. We are available to hear your concerns and just to discuss course topics. Feel free to come by our office anytime during these hours.

Course Description

Introduction to medical terminology, health care ethics and legal issues, communication and patient interaction skills, patient assessment, and procedures involving transport, infection control, emergency, safety, phlebotomy and injections.

Prerequisites

Admission into Diagnostic Medical Sonography Program

Course Goal

Students will grasp the concept of patient care and medical terminology relating to diagnostic medical sonography.

Student Learning Outcomes

The student will be able to:

1. Define complex medical terms.

2. Apply ethical and legal concepts to given health care situations.
3. Given a specific patient care scenario; interact with the patient.
4. Respond to emergency situations.
5. Communicate information to patients, patients' family members, and co-workers when performing Diagnostic Medical Sonography procedures.

Learning Objectives

Students will:

Define complex medical terms.

1. Apply ethical and legal concepts to given health care situations.
2. Apply professional and medical ethics to given situations.
3. Recognize legal aspects of given hospital situations. Given a specific patient care scenario; interact with the patient.
 1. Utilize proper body mechanics in transfer procedures.
 2. Take vital signs on a patient.

Respond to emergency situations.

1. Recognize emergency situations.
2. List the steps taken for various emergency situations.
3. Perform CPR on a mannequin given various scenarios.

Communicate information to patients, patients' family members, and co-workers when performing Diagnostic Medical Sonography procedures.

1. Obtain valuable diagnostic information from a patient while being sensitive to the cultural needs of a diverse population.
2. Solve ethical patient dilemmas given specific scenarios with patients from divergent backgrounds.
3. Communicate necessary information to family members of a patient having a Diagnostic Medical Sonography procedure.
4. Utilize teamwork with co-workers and other health care personnel to deliver patient care.

SCANS or Core Curriculum Statement and Other Standards

Define medical terms.

Foundation Skills - Thinking -Knowing How to Learn

Apply ethical and legal concepts to given health care situations.

Workplace Competencies - Interpersonal -Negotiates to Arrive at a Decision

Given a specific patient care scenario; interact with the patient. Foundation

Skills - Thinking -Creative

Foundation Skills - Personal Qualities -Self-Management

Workplace Competencies - Interpersonal -Works with Cultural Diversity

Respond to emergency situations.

Workplace Competencies - Information -Acquires & Evaluates

Communicate information to patients, patients' family members, and co-workers when performing nuclear medicine procedures.

Foundation Skills - Basic -Listening

Foundation Skills - Personal Qualities -Self-Esteem

COURSE CALENDAR

The instructor has the right to
change the calendar at any
time

Week/Date	Subject	Reading/Assignments/
Week 1 Sept. 11	Syllabus/Calendar Foundations for the Sonography Student & History and Current Applications of Ultrasound in Medicine	Chapter 1 (pages 1-14) and 3
Week 2 Sept. 18	Med term quiz chp. 1 & 2 Basic Principles and knobology	Chapter 8
Week 3 Sept. 25	Med term quiz chp. 3 & 4 Sonographic Examinations and Guidelines	Chapter 14
Week 4 Oct. 2	Chapters 1 (pg. 1-14), 3, 8, and 14	Exam 1
Week 5 Oct. 9	Med term quiz chp. 5 Ergonomics	Chapter 5
Week 6 Oct. 16	Med term quiz chp. 6 & 7 The Sonographer: A closer Look and Fundamentals of Communication for Sonographers	Chapter 2 & 9
Week 7 Oct. 23	Med term quiz chp. 8 & 9 Foundation for the sonography student and Professional Environment, leadership, and Career Establishment	Chapter 1 (pg.14-33) & 4
Week 8 Oct. 30	Chapters 5, 2, 9, 1 (pg.14-33) & 4	Exam 2
Week 9 Nov. 6	Med term quiz chp. 10 Ethics and Professionalism * November 3rd: Last day to withdraw	Chapter 6

Week 10 Nov. 13	Med term quiz chp. 11 Legal Essentials and Patient Rights	Chapter 7
Week 11 Nov. 20	Med term quiz chp. 12 <i>Handwashing Lab</i>	Chapter 12
Week 12 Nov. 27	Med term quiz chp.13 <i>Vitals Lab</i> * Please complete the EGLS₃	Chapter 10
Week 13 Dec. 4	<i>Body Mechanics Lab</i> Medical Emergencies homework assignment	Chapter 10 Chapter 11
Week 14 Dec. 11 th	Chapters 6, 7, 12, 10, and 11	Exam 3

Instructional Methods

Web-enhanced (49% or less) Face to Face

Student Assignments

Define medical terms.

- Discussions Homework
- Exercises Readings

Apply ethical and legal concepts to given health care situations.

- Discussions Lab
- Exercises Readings

Given a specific patient care scenario; interact with the patient.

- Discussions
- Lab Exercises
- Homework Exercises Readings

Respond to emergency situations.

- Discussions Homework
- Exercises Readings

Communicate information to patients, patients' family members, and co-workers when performing nuclear medicine procedures.

- Discussions
- Lab Exercises
- Homework Exercises Readings

Assessment

Define medical terms.

- In-class discussions
- Quizzes/Tests which may include: definitions, matching, multiple choice, true/false, short answer, brief essay

- Various assigned readings from textbooks

Apply ethical and legal concepts to given health care situations.

- ☒ In-class discussions
- ☒ Quizzes/Tests which may include: definitions, matching, multiple choice, true/false, short answer, brief essay
- ☒ Various assigned readings from textbooks

Given a specific patient care scenario; interact with the patient.

- ☒ In-class discussions
- ☒ Quizzes/Tests which may include: definitions, matching, multiple choice, true/false, short answer, brief essay
- ☒ Various assigned readings from textbooks

Respond to emergency situations.

- ☒ In-class discussions
- ☒ Quizzes/Tests which may include: definitions, matching, multiple choice, true/false, short answer, brief essay
- ☒ Various assigned readings from textbooks

Communicate information to patients, patients' family members, and co-workers when performing nuclear medicine procedures.

- ☒ In-class discussions
- ☒ Quizzes/Tests which may include: definitions, matching, multiple choice, true/false, short answer, brief essay
- ☒ Various assigned readings from textbooks

Instructor Requirements

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through class activities, discussions, and lectures
- Description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness and make up
- Provide the course outline and class calendar which will include a description of any special projects or assignments

To be successful in this class, it is the student's responsibility to:

- Attend class and participate in class discussions and activities
- Read and comprehend the textbook and Power Point Presentations
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts and all assignments
- Any student that answers their cell phone during a quiz, test, or scanning test is automatically given a zero for that exam.
- All assignments will have a specific due date and must be turned in at the beginning of class.
- No late work will be accepted under any condition unless a catastrophic event occurs
- Students are required to read the assignments outlined in the class calendar prior to coming to lecture and laboratory and be able to discuss and answer questions concerning the material during class.
- Quiz and test questions will be taken from the reading material, lectures and lab information.

- If you are caught cheating during an exam or quiz you will lose 25 points toward your final grade for this course.
- If you miss a quiz or a test you will receive a zero. If you have a doctor's note you can make up the quiz/test only if you communicate with the instructor prior to the class

LAPTOPS, PADS, TABLETS and/or SMART DEVICES

May be used to take notes; however, if you are found to be using the laptop, pad and/or tablet in any other manner during class, you will not be allowed to bring the laptop, pad, tablet and/or smart devices to class after this occurs and you will receive a 0 for that day. No smart devices are to be used during any quizzes or exams. **The student will be given a "0" as a grade if any such devices are used by the student during testing.**

Program/Discipline Requirements

Students are expected to conduct themselves while in the classroom/lab, in the same professional manner that they are expected to display in the clinic environment.

The following policies must be followed. Any exceptions to these policies will be considered a major infraction.

- Students are expected to comply with all program regulations during this course, both in the classroom and the lab.
- Weapons, cell phones, and pagers that sound will not be tolerated.
- Students may not use abusive or foul language.
- Students may not fight, physical or verbally, on college property.
- Students may not steal program or college property.

HCC Grading Scale

A = 100 – 90:	4 points per semester hour
B = 89 – 80:	3 points per semester hour
C = 79 – 70:	2 points per semester hour
D = 69 – 60:	1 point per semester hour
59 and below = F.....	0 points per semester hour
IP (In Progress)	0 points per semester hour
W(Withdrawn).....	0 points per semester hour
(Incomplete).....	0 points per semester hour
AUD (Audit)	0 points per semester hour

IP (In Progress) is given only in certain developmental courses. The student must re- enroll to receive credit. COM (Completed) is given in non-credit and continuing education courses. To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades "IP," "COM" and "I" do not affect GPA.

Grading Criteria

Method for Determining Grade

Exams (3) 20% each	60%
Quizzes	15%
Homework	15%
Patient Care Check-Offs	10%

DMSO Program GRADING SCALE

100-90 A

89-80 B

79-75 C

<74 F

No D's given in this course

Instructional Materials

Introduction to Sonography and patient care, Wolters Kluwer 2016

Quick & Easy Medical Terminology, 7th edition, Elsevier 2013

HCC Policy Statements

“Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Dean of Students for support. Furthermore, please notify the professor if you are comfortable in doing so.”

ATTENDANCE

Research has shown that the single most important factor in student success is attendance! Therefore, attendance and punctuality are mandatory. HCCS policy states that students absent from this course for more than 12.5% of the total hours of instruction will be administratively dropped. This class has 48 contact hours. A student may be dropped after 6 hours of absence from lab and lecture combined. Any student arriving in class after the first 15 minutes will be considered tardy. Anyone arriving in class after the first one-half of the class period will be marked absent for the day.

Poor attendance records tend to correlate with poor grades. If you miss any class, you are responsible for all material missed. It is good idea to find a friend or a buddy in class who would be willing to share class notes or discussion or can hand in paper if you unavoidable miss a class.

3-PEATERS

The State of Texas encourages students to complete college without having to repeat failed classes. To increase student success, students who repeat the same course more than twice, are required to pay extra tuition. The purpose of this extra tuition fee is to encourage students to pass their courses and to graduate. Effective fall 2006, HCC has been charging a higher tuition rate to students registering the third or subsequent time for a course. If you are considering course withdrawal because you are not earning passing grades, confer with your instructor/counselor as early as possible about your study habits, reading and writing homework, test taking skills, attendance, course participation, and opportunities for

tutoring or other assistance that might be available.

WITHDRAWAL

If you feel that you cannot complete this course, you will need to withdraw from the course prior to the final date of withdrawal. Before you withdraw from your course, please take time to meet with the instructor to discuss why you feel it is necessary to do so. The instructor may be able to provide you with suggestions that would enable you to complete the course. Your success is very important. Beginning in fall 2007, the Texas Legislature passed a law limiting first time entering freshmen to no more than SIX total course withdrawals throughout their educational career in obtaining a certificate and/or degree.

COUNSELING AND GUIDANCE

HCCS maintains a staff of professional counselors to assist students. Specific counseling and guidance services are detailed in the HCCS Student Handbook. The Sonography program students may visit the counseling department in room 144 on the first floor of the Coleman College for Health Sciences.

SEXUAL MISCONDUCT

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX and Section 504), and complaints may be directed to:

David Cross
Director of EEO/Compliance
Office of Institutional Equity & Diversity
3100 Main
Houston, TX 77266-7517 or Institutional.Equity@hccs.edu

ADA INFORMATION

Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. Faculties are authorized to provide only the accommodations requested by the Disability Support Services Office. If you have any questions, please contact Ms. Brandy Lerman (email: b.lerman@hccs.edu) at 713-718-7376.

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services.

It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/district/students/disability-services/>

EARLY ALERT

To help students avoid having to drop//withdraw from any class, HCC has instituted an Early Alert process by which your professor may “alert” you and HCC counselors that you might fail a class because of excessive absences and/or poor academic performance. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you- online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.

TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, 20 U.S.C. A§ 1681 ET. SEQ.

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual’s fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status-in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
Director EEO/Compliance
Office of Institutional Equity & Diversity
3100 Main
(713) 718-8271
Houston, TX 77266-7517 or Houston, TX 77266-7517 or Institutional.Equity@hccs.edu

CAMPUS CARRY LAW

At HCC, the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at <http://www.hccs.edu/district/departments/police/campus-carry/>.

PEER TUTORING

Peer tutoring is available for all students in this course. Please contact Emily Mikolaj to schedule for tutoring.emilymikolaj@yahoo.com

EGLS3- Evaluation for Greater Learning Student Survey System

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results

of the survey will be made available to your professors and department chairs for continual improvement of instruction. Go to www.hccs.edu/egls3 for more information.

Access Student Services Policies on their Web site:

<http://hccs.edu/student-rights>

<http://central.hccs.edu/students/student-handbook/>

<http://library.hccs.edu/home>

Distance Education and/or Continuing Education Policies

Access DE Policies on their Web site: [http://de.hccs.edu/Distance Ed/DE Home/faculty resources/PDFs/DE Syllabi](http://de.hccs.edu/Distance_Ed/DE_Home/faculty_resources/PDFs/DE_Syllabi)

Access CE Policies on their Web site:

<http://hccs.edu/CE-student-guidelines>

Ms. Quinn may make changes to the syllabus after reasonable notice is provided to the students.

