Instructor Information:
Instructor: Teodoro Tovar, Jr., BS, RRT-NPS, RCP
Office Location: 1900 Pressler St., Suite 386, Office 381
Phone: 713-718-7385
Email: TEDDY.TOVAR@HCCS.EDU
Office Hours: Tuesday, Thursday 1:00 PM – 3:00 PM
Friday 10:00 AM – 2:00 PM
(Other times by appointment)
Class Times: Tuesdays/Thursday 10:00 AM – 11:00 AM
Room: 367
Holidays: Labor Day Holiday September 01, 2014
Thanksgiving Holiday November 27-28, 2014

Course Description:
RSPT 2258 – Respiratory Care Patient Assessment will comprised of discussion in regards to general and advanced concepts of the physical, radiological, hemodynamic, laboratory, fluid, and electrolyte assessment of patients with cardiopulmonary disease.

Credit:
2 semester hours

Prerequisites:
None

Co requisites:
RSPT 1240

Course Goals and Rationale:
The course goal is to master the learning objectives as outlined at the beginning of each chapter of the text. Assigned reading, lectures, class discussion and media presentations will facilitate the learning of the objectives. This course will also incorporate a portion of the SCANS competencies to include enhancing basic skills and the application of critical thinking skills.
**SCANS Competencies**

SCANS are an acronym for Secretary’s Commission on Achieving Necessary Skills. Thus, SCANS incorporates basic workforce skills identified by the U.S. Department of Labor, Secretary’s Commission on Achieving Necessary Skills. The areas of competency identified by the commission include: enhancing basic skills, applying critical thinking skills, the utilization of information skills, the use of technology, the ability to maximize resources, the exhibition of appropriate interpersonal skills and personal qualities, and the comprehension and application of system knowledge.

**Basic Skills F3 Arithmetic**

**Description:**
Performs basic computations; uses basic numerical concepts such as whole numbers and percentages in practical situations; makes reasonable estimates of arithmetic results without a calculator, and uses tables, graphs, diagrams, and charts to obtain or convey quantitative information.

**Objective:**
Define and describe the procedure for performing / calculating heart rate.

**Description of Module:**
Calculation of heart rate by using a wall clock or wristwatch without the use of a calculator.

**Information C7 Interprets and Communicates Information**

**Description:**
Selects and analyzes information and communicates the results to others using oral, written, graphic, pictorial, or multi-media methods.

**Objective:**
Identify the importance of the physical assessment in the critically ill patient.

**Description of Module:**
Instruction of the “head-to-toe” physical assessment of the respiratory care patient, to include the interpretation of lab results.

**Interpersonal C14 Works with Cultural Diversity**

**Description:**
Works well with men and women and with a variety of ethnic, social, or educational backgrounds.

**Objective:**
Identify several techniques for reducing communication barriers with patients.
Description of Module:
Module consists of instructing the student on compensating methods to aid the patient in understanding respiratory therapy procedures.

Textbook Information:
Clinical Assessment in Respiratory Care (Latest Edition). R. Wilkins; R. Sheldon; S. Krider, Mosby

Lab Information:
None

Students with Disabilities:
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. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office. For questions, contact Donna Price at 713-718-5165 or the Disability Counselor at your college. To visit the ADA Web site, log on to www.hccs.edu, click Future Students, scroll down the page and click on the words Disability Information. Coleman ADA Counselor is Dina Togle – 713-718-7401.

Academic (Scholastic) Dishonesty:
Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Academic (scholastic) dishonesty includes but is not limited to, cheating on a test, plagiarism and collusion. Possible punishments may include a grade of 0 or F on the particular assignment, failure of the entire course, dismissal from the program and/or dismissal for the college system.

Recording Devices: (HCCS Policy)
"Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations."

Phones & Pagers:
Students’ cell phones and pagers are required to be turned off or on vibrate during class time. However, leaving the classroom to answer an emergency call MUST be an infrequent occurrence. Frequent leaving to have phone conversations in the hall will be considered disruptive and will constitute dismissal for the day and consequently, an absence. Cell phones will be turned off during examinations. Should your cell phone / pager ring/vibrate during an exam, you will be asked to exit the room and turn in your exam resulting in earning the grade you make with an incomplete exam.
Attendance and Withdrawal Policies:

A. The school policy requires daily attendance. Attendance will be taken each class day.
B. Each class is designed to cover specific information and it is imperative that the student attend to obtain maximum benefit. Students are expected to attend class regularly unless they are officially excused. Students unable to attend class should inform the instructor in advance if possible.
C. Students will be responsible for obtaining all materials, notes, or handouts covered on days that they missed. Also, the instructor will not reiterate content in class sessions that a student missed.
D. Tardies: Students who are 15 minutes late to class will be counted tardy. Three tardies equates to one absence. Avoid this, as it is disruptive to the instructor and the class. Leaving class early is considered an absence. If a student needs to leave early, the student must notify the instructor before class begins.
E. Students may accumulate up to a maximum of four (4) absences or class sessions. All absences up to and including the maximal amount are excused.
F. All students that exceed the maximum are considered to be un-excused, regardless of reason, unless noted by a physician recommendation.
H. Absences in excess of the maximum allowed will be excused for reasons of:
   1. Death in the immediate family (with verification)
   2. Illness of the student:
      a. Hospitalization (with verification)
      b. Under the care of a physician, with a “Release to return to Work/School” statement that is dated.
      c. Automobile accidents (with documentation)
      d. National Guard/Reserve duty (with dated documentation)
I. If a student exceeds the maximum number of allowable, (excused), absences, the student will be counseled by the instructor. The instructor may recommend that the student be administratively withdrawn from the course.
J. October 31 - Last Day for Admin. /Student Withdrawals – 4:30 p.m.

COURSE REQUIREMENTS AND GRADING POLICY; MAKE-UP POLICY:

A. There will be a minimum of five module (5) examinations. Each exam is worth 10% of the final grade. The exam format will primarily be multiple choices. However, other formats such as short answer, listing, fill-in-the-blank, or matching may be used. The average of the module examinations will count for fifty percent (50%) of the final grade.
B. Unscheduled quizzes will be administered and will count for twenty-five percent (25%) of the final course grade.
C. There will be no make-up exams / quizzes. If a student misses one of the exams (Excludes the Final Exam), the student will be awarded a total of fifty percentage (50%) points as the official grade. Students missing unscheduled exams will not be given an opportunity to make-up the exam. Students who know in advance that he/she will be absent, prior arrangements should be made with the instructor to take the exam prior to the scheduled test date. Exams may not be taken after the scheduled test date & time.

D. If a student is late to any quiz / exam, the following applies:
   1) The student must complete the quiz/exam within the allocated class time. The student will not have additional time in which to complete the quiz / exam. For example, if the exam is scheduled from 9 to 10 a.m., the student must complete the exam by 10:00 a.m.
   2) If the student arrives after any student has completed the exam and left the room, that student who is late WILL NOT be allowed to take the exam.

E. Not more than any two (2) students are allowed outside of the classroom during any quiz / examination. This excludes those who have completed the examination.

F. There will be one Final Examination composed of the courses accumulative material that will count for twenty-five (25%) of the final grade. The actual grade score on the final exam will be recorded as the official grade. (No 50's are given on quizzes or the final.) Final Exam must be taken as scheduled. A student who must be absent from a Final may be given an alternate essay exam within 30 days at the discretion of the instructor. The only exceptions to this policy are those listed in the attendance and withdrawal policies.

G. Students are expected to bring a 4 function calculator to class. Programmable calculators are not allowed during any examinations. This includes cell phones.

H. Grading System

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>90 - 100</td>
<td>A</td>
</tr>
<tr>
<td>80 - 89.9</td>
<td>B</td>
</tr>
<tr>
<td>74.5 - 79.9</td>
<td>C</td>
</tr>
<tr>
<td>00 – 74.4</td>
<td>F</td>
</tr>
</tbody>
</table>

I. Testing:
All students who fail an exam are required to remediate that exam. Remediation will be held on Fridays (excluding holidays) at times designated by each instructor. Students who fail to complete remediation on scheduled dates risk administrative withdrawal. Remediation does not change the exam grade. Remediation requires that the student:
   1. Obtain exam from instructor and identify missed questions.
   2. Justify why the correct answer is correct (quote a source/reference/pg.#).
   3. Attach document to exam and return to instructor

“W” Withdrawal (administrative or by student)

Note: Number grades are not rounded up or down
J. The score marked by the Scantron Test Scorer (machine) on your form will be the score you receive. Any stray marks, incomplete erasure, or blanks, which are sensed by the machine and result in a “wrong grade”, are your hardship. A change will not be made on your Scantron score.

"NOTICE: Students who repeat a course three or more times will face significant tuition/fee increases at HCC and other Texas public colleges and universities. Please ask your instructor/counselor about opportunities for tutoring/other assistance prior to considering course withdrawal, or if you are not receiving passing grades."

Testing:
As scheduled

Make-up Policy:
See Grading Policy above

Projects, Assignments, Portfolios, Service Learning, Internship, etc:
Students should review the objectives, review questions, and clinical application questions of each chapter; read the assigned chapters; and look up any words that are unclear in a medical dictionary. Students should use alternate reference text in an attempt to clarify information. Time permitting; students should outline the assigned reading in an attempt to digest the information well enough to put it in his/her own words. Going back to the objectives, the student should now be able to address each objective as though it were a question and be able to reflect on it during class discussion.

- Students should check with the instructor concerning assigned problems in each chapter as all problems will not be covered.

Course Content:
All areas of RSPT 2258, Clinical Assessment in Respiratory Care, will be covered and tested and concluding with the final exam.

Course Calendar & Reading Assignments:
Semester: Fall 2013
Class Times: T & TH; 10:00 am – 11:00 am
Holidays: Nov. 27-28, 2013 – Thanksgiving Holiday
Reading: TBA
Other Student Information (clubs, tutoring, web resources, etc):
For ongoing student information always check the student association web site. Students
are encouraged to schedule tutoring with instructors in classes they are having difficulty
with. Web sites for state and national Respiratory Care entities are listed below.

www.TSRC.org  The Texas Society for Respiratory Care
www.AARC.org  The American Association for Respiratory Care
www.NBRC.org  The National Board for Respiratory Care
http://swc2.hccs.edu/e-tutor  Ask Online (Houston Community College Online tutoring)
http://hccs.askonline.net  Ask Online
www.school-closings.net  Closure list of schools
www.hccs.edu  Closure list of schools

Books:
HCC bookstore  West Loop or Central
www.majorsbooks.com  Majors books store
http://ebooks.com  E books
www.amazon.com
http://books.half.ebay.com
www.barnesandnoble.com
# Tentative Schedule

**RSPT 2258 – Respiratory Care Patient Assessment**

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Event Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>26</td>
<td>Introduction; Syllabus; Ch. 1</td>
</tr>
<tr>
<td></td>
<td>28</td>
<td>Chapter 1; 2</td>
</tr>
<tr>
<td>September</td>
<td>02</td>
<td>Chapter 2; 13</td>
</tr>
<tr>
<td></td>
<td>04</td>
<td>Chapter 13; 21</td>
</tr>
<tr>
<td></td>
<td>09</td>
<td><strong>Exam 1 – Ch. 1, 2, 13, 21</strong></td>
</tr>
<tr>
<td></td>
<td>11</td>
<td>Review Exam 1/ Ch. 4</td>
</tr>
<tr>
<td></td>
<td>16</td>
<td>Chapter 4; 5</td>
</tr>
<tr>
<td></td>
<td>18</td>
<td>Chapter 5</td>
</tr>
<tr>
<td></td>
<td>23</td>
<td>Chapter 3</td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>Chapter 3</td>
</tr>
<tr>
<td></td>
<td>30</td>
<td><strong>Exam 2 – Ch. 3, 4, 5</strong></td>
</tr>
<tr>
<td>October</td>
<td>02</td>
<td>Review Exam 2 / Ch. 7</td>
</tr>
<tr>
<td></td>
<td>07</td>
<td>Chapter 7</td>
</tr>
<tr>
<td></td>
<td>09</td>
<td>Chapter 8</td>
</tr>
<tr>
<td></td>
<td>14</td>
<td><strong>Exam 3 – Ch. 7, 8</strong></td>
</tr>
<tr>
<td></td>
<td>16</td>
<td>Review Exam 3/ Ch. 10</td>
</tr>
<tr>
<td></td>
<td>21</td>
<td>Chapter 10</td>
</tr>
<tr>
<td></td>
<td>23</td>
<td>Chapter 11</td>
</tr>
<tr>
<td></td>
<td>28</td>
<td>Chapter 17</td>
</tr>
<tr>
<td></td>
<td>30</td>
<td>Chapter 20</td>
</tr>
<tr>
<td>November</td>
<td>04</td>
<td><strong>Exam 4 – Ch. 10, 11, 17</strong></td>
</tr>
<tr>
<td></td>
<td>06</td>
<td>Review Exam 4 / Ch. 14</td>
</tr>
<tr>
<td></td>
<td>11</td>
<td>Chapter 14</td>
</tr>
<tr>
<td></td>
<td>13</td>
<td>Chapter 14</td>
</tr>
<tr>
<td></td>
<td>18</td>
<td>Chapter 15</td>
</tr>
<tr>
<td></td>
<td>20</td>
<td><strong>Thanksgiving Holiday</strong></td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>Exam 5 – Ch. 14, 15, 20</td>
</tr>
<tr>
<td></td>
<td>27</td>
<td>Review Exam 5</td>
</tr>
<tr>
<td>December</td>
<td>02</td>
<td>Review for Final Exam</td>
</tr>
<tr>
<td></td>
<td>04</td>
<td>Review for Final Exam</td>
</tr>
<tr>
<td></td>
<td><strong>08-12</strong></td>
<td><strong>Finals Week</strong></td>
</tr>
</tbody>
</table>
The instructor discussed with the class and I have read the Fall-2014 course syllabus for RSPT 2258 – Respiratory Care Patient Assessment. I am familiar with the contents there in and I will abide by the stated rules / policies for the course.

I am aware of the required textbook and materials and I realize that the reading and coming prepared to class is critical for my success in this course.

Student Name (Print) _____________________________________________

Student ID # ____________________________________________________

Student Signature (Ink) ___________________________________________

Date Signed _____________________________________________________

Current Telephone Number ________________________________

Current Email Address_____________________________________________