

### Instructor Information

Mrs. Amanda Wysocki

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FCS classroom # 211

Website: access from LH Website under 'Student Resources'

### Course Objectives

After completing this course students will:

- Increase basic understand of health care history, organization, trends, and terminology
- address personal and workplace safety as it pertains to health related careers
- Practice and demonstrate hands on skills used in a variety of health care fields
- Gain knowledge in a variety of educational paths and experiences leading to careers in the health care industry
- Learn and advance life skills by actively participating in class discussions, assignments and activities

### Supplies

Pen/pencil, notebook, 3-ring binder or folder

### General Course Outline

- I. Introduction to Medical Careers
  - a. Facilities, insurance, rights/responsibilities, ethics
- II. The Language of Health Care
  - a. Introduction to medical terminology, medical math
- III. The Human Body
  - a. Basics of organization, structure, function; growth and development with care considerations
- IV. Personal and Workplace Safety
  - a. Infection control, safety guidelines, PPE (personal protective equipment)
- V. Communication in Health Care
  - a. The patient, communication, documentation
- VI. Health Care Skills
  - a. General assessments, vitals, emergency procedures
- VII. Life in a Health Care Field
  - a. Guest speakers and reflections

\*\* This list is to serve as a general guideline of the topics covered in the course; it is not a complete schedule and may change as needed for the course, school, students and time allowed.

If at any time you have questions or problems, please see me as soon as possible. I want this to be a positive, interesting learning experience for you. I welcome your thoughts and ideas. In general, your ideas, comments, suggestions, questions, grade challenges, etc. are welcome. Your discretion in these matters is expected, however.

### Assignments and Grading

Your final grade will be calculated by the following:

Classwork	30%
Homework*	20%
Tests/Quizzes	20%
Projects/Presentations**	30%

\* Homework is designed to practice skills and concepts covered in class and can be completed independently. In-class work time is *frequently* designated for completion of these assignments. If students are using time appropriately, very little “homework” has to be done outside of class.

\*\*Projects and Presentations are designed to show a greater depth of student learning and achievement. Some in-class work time is given for these assignments; however, expect to spend some time outside of class to complete them.

### Lake Holcombe Grade Scale

Percentage	Letter Grade
100-98	A+
97-93	A
92-90	A-
89-87	B+
86-83	B
82-80	B-
79-77	C+
76-73	C
72-70	C-
69-67	D+
66-63	D
62-60	D-
60 >	F

Grades will be updated and posted on Skyward as soon as possible. Most grades should be posted within one week of the due date, however, due to the complexity of some assignments or projects, grades may take up to 3 weeks to be posted in Skyward. If there are questions or concerns, contact the teacher directly. You are expected to keep updated on your grade. See me with any questions or problems.

### Late Work

Assignments that are turned in one day late will automatically receive a reduction in score by 10%. Tip: When in doubt, TURN IT IN.

### Absences/Missed Class

As following with the school handbook: Students are allowed to make up work but must be responsible for getting the work from the teacher, completing the assignment appropriately and submitting to the teacher for grading by the second class meeting from the original absence. Assignments due on days missed must be turned in immediately upon return to class. Any work not made up from absences shall result in loss of credit for the assignments due or quiz or test.

**YOU ARE RESPONSIBLE FOR GETTING YOUR OWN WORK, COMPLETING IT, AND TURNING IT IN ON TIME!**

### **Grading for Writing**

Grading for writing will be based off of the Writing Rubric (see next page). This rubric will not be printed for assignments but you should notice on project grade rubrics there are points assigned for English mechanics and writing content. This is for your information and reference so that you understand my expectations.

### **Cheating**

As following with the school handbook: Students are expected to demonstrate honesty and integrity. This includes, but is not limited to: test taking, homework, class assignments, and the original creation of projects, papers, compositions, and research. All work submitted by students should be a reflection of their effort and ability. The following are examples of cheating, including but not limited to: cheating on a test, plagiarism, submitting another person's work as one's own, copying another student's work (test, quiz, homework, and project), allowing another student to copy your work.

In any instance where a student is caught cheating, they will receive a zero on the assignment, a referral and a phone call home. Additional infractions will be addressed as needed in accordance with the student handbook.

### **General Rules and Responsibilities**

You will show RESPECT

- You will respect me
- You will respect your peers
- You will respect yourself
- You will respect the classroom
- You will respect the equipment

You will come to class prepared to work.

You will be to class on time.

You will do your own work and have it done on time.

You will give your best effort.

You will follow all safety guidelines for use of sewing and kitchen equipment. (These will be covered separately)

### **Personal Electronic Devices**

Students are expected to follow school policies on the use of personal electronic devices (cell phones, iPods, MP3 players, e-readers, laptops, etc). If students are allowed to use such devices in class, they are expected to use them RESPONSIBLY. Failure to do so may cause the student to lose the device (will be turned in to the office), earn referrals, phone calls to parents, etc.

### **Consequences**

The rules and guidelines for this class have been designed to keep yourself and others safe as well as protect the classroom and equipment. Students failing to follow the guidelines and rules set will be subject to disciplinary actions including, but not limited to, the following:

- Phone call to parents
- Disciplinary referral – Major/minor
- Grade reduction or Zero
- Removal from food labs and/or specific class activities
- Monetary fine to replace or repair broken or damaged equipment