

Revised: * March, 2018 **Term:** Spring 2018

**Note: the instructor reserves the right to change this syllabus should it become necessary.*

Course Title: MEDICAL SCIENCE – CARDIOLOGY

Course Number: ME104

Quarter Credit Hours: 4.8

Prerequisites: ME101

Lecture Hours: 48

Laboratory Hours: 00

Out-of-Class Hours: 96

Course Description:

Anatomy and physiology of respiratory, cardiovascular, and digestive systems and diseases, disorders, treatments, and diagnostic tests for those systems. ◊

Instructor	Kimberly L Strickland	Office Hours	Fridays 9:00 – Noon, by appointment
Email	kstrickland@msc.edu	Phone	Office 304-485-5487
Additional Details			

Instructional Materials and Technology Requirements:

Textbook Title: Comprehensive Medical Assisting, Administrative and Clinical Competencies 4th Edition (2018)

Author: Beamen, Routh, Papazian-Boyce, Maly, Nguyen

Publisher: Pearson

ISBN 13: 978-0-13-442020-2

Course Objectives:

- Students will develop an understanding of Respiratory, Cardiovascular and Digestive Systems
- Students will obtain knowledge with the body systems
- Students learn acute and chronic diseases, anatomy and treatment procedures in basic area of health care
- Students will demonstrate knowledge of diseases, treatments and routine care of a patient
- Students will learn knowledge of anatomy and physiology
- Students will learn how to follow doctors' orders, charting as well as patient education

Instructional Methods: *(Description of how the course will be taught, including lecture, lab, online, community activities, etc.)*

Students will attend classes on campus at least 4 times a week during day classes.

- Students will be give reading assignments in the chapter's area of study, which is to be completed before class time.
- Students will work individually and as a group during discussions at class time.
- Lectures will be given on each area of study, Power Points, visual aids, as well as, equipment used to demonstrate techniques.
- Special instructions, questions and additional help will be provides to the students by the instructor by appointment.
- Guest speakers or guests will provide information on how Medical Theory can help to prepare you for your role in the medical healthcare team.

Assessment Criteria and Evaluation Methods: *(Weight of tests, assignments, etc. and basis for determination of final grade)*

There are 800 points possible for this course:

- Three Tests = 300
- Final: Return Demonstrations = 100
- Attendance (2 points per day class deducted from grade) = 100
- Participation = 100
- Uniforms (2 points per day deducted for no uniform) = 100
- Project (Poster board, Handout or Power point Presentation) = 100

How Homework is graded:

-Reading assignments 750 words: typical of textbook pages with a difficulty of a new concept and reading purpose is to engage, with an average student 50 words per minute goal. Therefore, it is estimated a student can read 5 pages per hour. Time to complete illustration essays varies from student to student, some will be able to illustrate in a paragraph and some may need several pages.

Therefore, estimate for these essays is 1 hour. Reading homework will be assessed through discussion and class participation.

-Each area is graded and divided by 4 to get the final grade for course. The four areas include: 1). Test/quizzes and finals, 2). Attendance, 3). Project, and 4). Participation/Uniforms.

Grading Scale	Letter	A	B	C	D	F	S	U
	Percent	90-100	80-89	70-79	60-69	0-59	Satisfactory	Unsatisfactory
	Numeric	4.0	3.0	2.0	1.0	0.0	-	-

Policies and Other Information:

Uniforms:

Uniforms are required for this course. The uniform should be Neat, Clean, Proper fit, and in good taste. You will need (1) white uniform to be worn when doing your clinical projects, field trips, and for special occasions.

Cell Phones:

Students during class and clinical time's cell phones are to be turned off or on mute. NO TEXTING WILL BE PERMITTED DURING CLASSROOM TIME.

Hair:

Student's hair is to be worn up or out of the face during clinical hours. No hair should be hanging down into face or shoulder area. This is a safety and health issue.

Jewelry:

Students jewelry (especially rings and necklaces) are too be kept to a minimum.

Course Schedule and Topical Outline		
Week	Objective and Supporting Activity	Out of Class Activities
*1	*Syllabus *Respiratory System: Chapter 28 *Power Point Presentations	- Read Syllabus and answer question. (4 hours) - Respiratory System: Chapter 28- Read pages 674-690 in your textbook, for reading understanding. (4 hours)
*2	Respiratory System Chapter 28- (continued) * Respiratory Power point: Lecture # 1 Overview of the Respiratory System	-Do exercises Competency Review page 689 in your textbook # 2- 10 (4 hours) -Do Preparing for the certification Exam, pages 689-690, # 1-10 (4 hours)
*3	Respiratory System Chapter 28 – (continued) * Respiratory Power Point Chapter28 – Pathology of the Respiratory System * Review of the Respiratory System	-Do exercises: Critical Thinking page 690 in your textbook, # 1, 2and3 (4hours) -Review for Respiratory Test and handout (4 hours)
*4	Cardiovascular System: Chapter 26 * Cardiovascular Power Point Chapter 26: # 1 Structure and Function of the Cardiovascular System	-Cardiovascular System Chapter 26- Read pages 631-658 in your textbook for reading understanding (4hours) - Do exercises Competency Review page 657, # 2-10 (4 hours)
*5	*Cardiovascular System: Chapter 26 (continued) * Cardiovascular System Power Point # 3 Pathology of the Cardiovascular System	-Do exercises: Preparing for the Certification Exam, pages 657-658, 3 1-10 (4hours) - Do exercises: Critical Thinking page 658, # 1,2, and 3 (4 hours)
*6	*Review of the Cardiovascular System *First aid kits	-Review for Cardiovascular System and Test, handout (4 hours) - Project to make a First Aid kit with items from your house Handout and directions.-. (4 hours)
*7	*Digestive System Chapter 29 * Power Point # 1 Digestive System: Overview of the Digestive System	-Read the Digestive System Pages 692-710 in your textbook for understanding (4 hours) - Do exercises Competency Review pages- 710 711, # 2-10 (4hours)

*8	* Digestive System Chapter 29 (continues) * Power Point # 2 Digestive System: Pathology of the Digestive System	-Do exercises Preparing for the Competency Exam, page 710, # 1-10 (4 hours) - Do exercises Critical Thinking page 711, # 1 -3. (4 hours)
*9	* Review of the Digestive System * Nutrition: Power Point # 1	- Review of the Digestive System, handout and test (4hours) * Nutrition Chapter 56, Read pages 1375- 1402 (4 hours)
*10	*Nutrition Chapter 56 (continues) * handout for Nutrition study and journal posts of calories * PowerPoint # 1 Nutrition (continues)	- Assignment to do a food journal and calorie index for 3 days. Handout for directions (4 hours) - Do exercises Competency Review page 1400, # 2-10
*11	*Nutrition (continues) * Nutrition feast	-Do exercises Preparing for the Certification Exam- page 1401 in your textbook, # 1- 10 - Do exercises Critical Thinking page 1401, 1-3
*12	Review and Final week	-Review for final exam, handout (4 hours) -Final Exam (4 hours)
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