**Course Title: Medical Skills and Services**

**Instructor’s Information:**

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**Canvas access to course:** [**https://volusia.instructure.com/enroll/N33D99**](https://volusia.instructure.com/enroll/N33D99)**.**

**Resources and materials needed for the class:**

Internet use and AES Computer software

**You will need:**

* a section in your large binder (preferred) or a small binder for note taking
* pencil, pen (blue or black ink)

**Course Description:**

An introductory course for Medical Academy students. This class provides an overview of the wide range of careers available in health care as well as an introduction to the skills needed by health care workers. Since this course is part of a career preparation curriculum, we will emphasize employability skills and teamwork.

Throughout the year, students will meet health care practitioners from our community and have an opportunity to learn from them. There will be numerous hands-on activities that will allow the development of skills used in many health occupations. Additionally, specific career-shadowing opportunities at Florida Hospital NSB will be available. Medical Academy teachers are a team, so students should expect a variety of activities that involve more than one class.

**Professional Organization**

All students will be members of the professional organization HOSA—Future Health Professionals. HOSA dues are $22 dollars. HOSA will help you develop leadership skills, provide community service opportunities, and give you the opportunity to compete (optional).

**Course Objectives:**

Students will be able to perform basic communication skills and basic mathematics skills used in health care.

They will describe the services provided by health occupations career clusters.

Students will demonstrate basic health skills, first aid and CPR.

Demonstrate responsible consumer decision making regarding health screening and health care management.

Discuss legal aspects for the health consumer.

Discuss stress and its effect on the individual.

Identify the needs of the terminally ill.

Demonstrate knowledge of blood borne diseases.

Relate the use of computers in the health care field.

Demonstrate employability skills.

**Instructional Methods:**  Including, but not limited to: cooperative and collaborative learning, project-based learning, research and technology, demonstration, laboratory activities, discussion, interdisciplinary activities, and direct instruction.

**Homework/ Classwork Policy**:

Students who are submitting late work (due to absence) have one day, or one day for each day absent (whichever is greater), to submit work unless the teacher determines there are extenuating circumstances which necessitate an extension. For summative projects students **will lose 10pts** per day for every day late unless the student has a **VERIFIED EXCUSED absence**. Students will have **two weeks** of the original test date to take the missing test unless the teacher determines there are extenuating circumstances which necessitate an extension, otherwise if the student goes longer than the two weeks of the test date they will be using there one summative assessment retake to take the test.

**One week** before the closing of each grading period a cut-off date will be given for make-up work. **NO WORK** will be accepted after the given date!!

Bell ringers are a formative grade and are to be done in the classroom only **– this CAN NOT be made-up**, if a student is absent they will just write absent for that day in their folder. The bell ringer folders are graded randomly 1-2 times a quarter, therefore the student is expected to keep their folder in the classroom and up to date at all times, if the folder is not in classroom on the day it is graded the student WILL NOT receive credit for it.

**Intervention and Remediation:**

The focus of instruction should be on getting students to achieve their full learning potential.

* When students demonstrate a lack of proficiency on standards they must receive intervention(s), which may lead to assessment retakes or alternative assignments.
* When students demonstrate a lack of mastery on standards they may receive intervention(s) that require them to attend office hours on Tuesday, Thursday and Friday of each week. Office hours take place during the first thirty minutes of the lunch period on the three assigned days listed above.
* Each 9 week grading period, students shall have the opportunity to retake at least one summative assessment. All retakes require that the student attend office hours for intervention assistance on Tuesday and Thursday in order to retake a test during office hours on Fridays. Additional retakes shall be determined based upon individual student data.

**Grading Practices**:

Students and parents need timely and accurate feedback in order to effectively monitor learning progress.

* Best practice: Grade book should be updated weekly (except in the case of extensive assignments or unusual circumstances).
* When a student’s score on a retake is less than the original score, the higher score should be used. Scores should not be averaged.

Letter grades are a reflection of the student’s level of academic achievement on the courses’ performance standards as defined in the middle school curriculum guides/maps. The following grade scale shall be used to determine a letter grade and the following quality point system shall be used to determine grade point average and honor roll:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Grade | Grade Range | | Quality Points | | Description |
| A | 90-100 | | 4.0 | | Outstanding Progress (Mastery) |
| B | 80-89 | | 3.0 | | Above Average Progress |
| C | 70-79 | | 2.0 | | Average Progress (Proficiency) |
| D | 60-69 | | 1.0 | | Lowest Acceptable Progress |
| F | 0-59 | | 0.0 | | Failure |
| I | | 0.0 | | In progress toward grade level proficiency | |

**Class Participation**:

All students are expected to take an active part in the learning environment of the classroom. This means coming to class on time and being prepared to learn.

**Academic Dishonesty:**

The Volusia County School Board’s Code of Student Conduct has defined Academic Dishonesty as a level II offense. Academic Dishonesty is defined as “Dishonesty, such as cheating, plagiarism, or knowingly furnishing false information to the school district. Such behavior may result in reduction in grades, classroom discipline as determined by the instructor, suspension or expulsion from school and/or school activities including student organization”. A zero will be given for the assignment in which there was academic dishonesty. The student will not be allowed to make up the assignment.