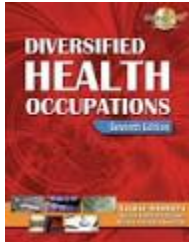


## Health Occupations

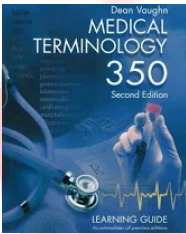
Ms. Cindy Ascuena

[ascuena.cindy@westada.org](mailto:ascuena.cindy@westada.org)

**Course Description:** Introduction to the allied health professions with emphasis on the team approach to health care, medical terminology, ethics, and roles & responsibilities.



*Diversified Health Occupations; 7<sup>th</sup> ed.* New York: Delmar, Cengage Learning. Simmers, L. (2004).



Students will need to **purchase 350 notecards** for Medical Terminology and colored pencils.  
Dean Vaughn Method for learning Medical Terminology.

Schoology is the computer platform that is used in the class.  
Zoom meetings will also be used for virtual teaching.

Grade scale is the MMACHS grading scale.

Classwork- 40%, Assessments-30%, Projects-10%, Final 20%.

MMACHS grading scale: A- 90-100, B-80-89, C- 70-79 69 and below WIP (work in progress)

Please check PowerSchool frequently and your calendar in Schoology.

- **Course Objectives:** Upon completion of two years of Health Occupations at MMACHS, students will have sufficient knowledge of, and be able to:
  - Identify the roles and educational/credentialing requirements of various health care practitioners.
  - Discuss the United States health care delivery system, including principles of health care and law and ethics
  - Identify and define commonly used medical terms and abbreviations
  - Complete a unit of instruction on blood borne pathogens and Universal Precautions
  - Identify the interrelationship between agent, host and environment in health and illness
  - Identify methods to enforce worksite safety in health care environments

- Demonstrate methods of communication that improve interpersonal relations as applied to patients, peers, supervisors, and other allied health team members
- Complete CPR and first aid training
- Complete a unit on sexual Reproduction, birth and delivery, sexually transmitted illnesses and contraception
- **Student Expectations**
  - Come to class prepared. Note cards are required (350), writing utensils, and textbooks
  - Students are expected to take notes, be prepared for classroom discussions.
  - Participate fully in class activities and discussions.
  - Make arrangements with Ms. Ascuena should you need extra time for any assignment absent or not.
  - Students will be responsible for work missed when absent. Check Schoology regarding assignments and any upcoming due dates.
  - Group Work and project presentations must involve all members. If you are absent on the day of your pre-arranged presentation without notifying members of the group AND Ms. Ascuena it will be late.
  - CHEATING is defined as using or attempting to use materials, information, or study aids that are not permitted by the instructor in examinations or other academic work. If you are caught cheating you will receive 0%
- Cheating includes, but is not limited to:
  - Obtaining, providing, or using unauthorized materials or devices for an examination or assignment, whether verbally, visually, electronically, or by notes, books, or other means.
  - Acquiring examinations or other course materials, possessing them, or providing them to others without the explicit permission of the instructor. This includes buying or selling an assignment or exam, or providing any information about an examination in advance of the examination.
  - Taking an examination in place of another person or arranging for someone else to take an examination in one's place.
  - Submitting the same work or substantial portions of the same work in two different classes without the explicit prior approval of the instructor.
  - Fabricating information for any report or other academic exercise.
  - Fabricating or misrepresenting data.
  - Copying down answers when provided during course testing or other standardized testing and giving them to other students who have not taken the test. This includes using smartphones to photograph and transmit restricted test materials.
  - Removing the test instrument or test information from the testing room or other location without the instructor's explicit permission.
  - Assisting another student without the instructor's permission.
  - Deceiving instructors or other university officials about academic work.
  - Altering grades on one's own or another student's work.

- **Student Conduct**
  - Respect self and others at all times. Have a positive attitude.
  - electronic devices are to be turned off or in airplane mode within the classroom unless you have permission.
  - Food is not allowed in the classroom.
  - If a student is caught cheating, grade will be WIP or 0%
  - **All MMACHS policies will be followed. (See handbook)**
  
- **Course Requirements and Assessments**
  - Student's must pass class with a 74%. course work, projects and assessments will be used to evaluate student performance
  
- **Units taught are:**
  - History and Trends in Health Care
    - Historical Events of Health Care in the 20<sup>th</sup>-21st Century
    - Trends in Health Care
    - Cost Containment
    - Home Health Care
    - Geriatric Care
    - Telemedicine
    - Wellness
    - Complementary and Alternative Methods of Health Care
    - Pandemic
  
  - Health Care Systems
    - Voluntary or Nonprofit Agencies
    - Health Insurance Plans
    - Organizational Structure
  
  - Careers in Health Care
    - Certification, Registration and Licensure
    - Accreditation
    - CEU's
  
  - Personal and Professional Qualities of a Health Care Worker
    - Effective Communication
    - Communication Process
    - Professional Leadership
    - Stress
    - Time Management
    - Goal Setting
  
  - Legal and Ethical Responsibilities

- Torts
- Contracts
- Privileged Communications
- Privacy Act
- Ethics
- Patients' Rights
- Advance Directives
- Professional Standards
- Medical Terminology
- Computer Technology in Health Care
  - Information systems
  - Diagnostics
- Promotion of Safety
  - Body Mechanics
  - Preventing Accidents and Injuries
    - Chemical Hazards
    - Environmental Safety
      - Fire Safety
      - Fire Emergency Plan
      - Disaster Plans
- Infection Control
  - Understanding the Principles of Infection Control
  - The Immune System
    - Classes of Microorganisms
    - Types of Infection
    - Chain of Infection
    - Aseptic Techniques
- Observing Standard Precautions
  - Bloodborne Pathogens Standards
  - Handwashing
  - Needlestick Safety
  - Gloving, Sterile Gloving
  - Use of Masks
  - Gowns
  - Sharps
  - Airborne Precautions
  - Droplet Precautions

- Contact Precautions

➤ Vital Signs

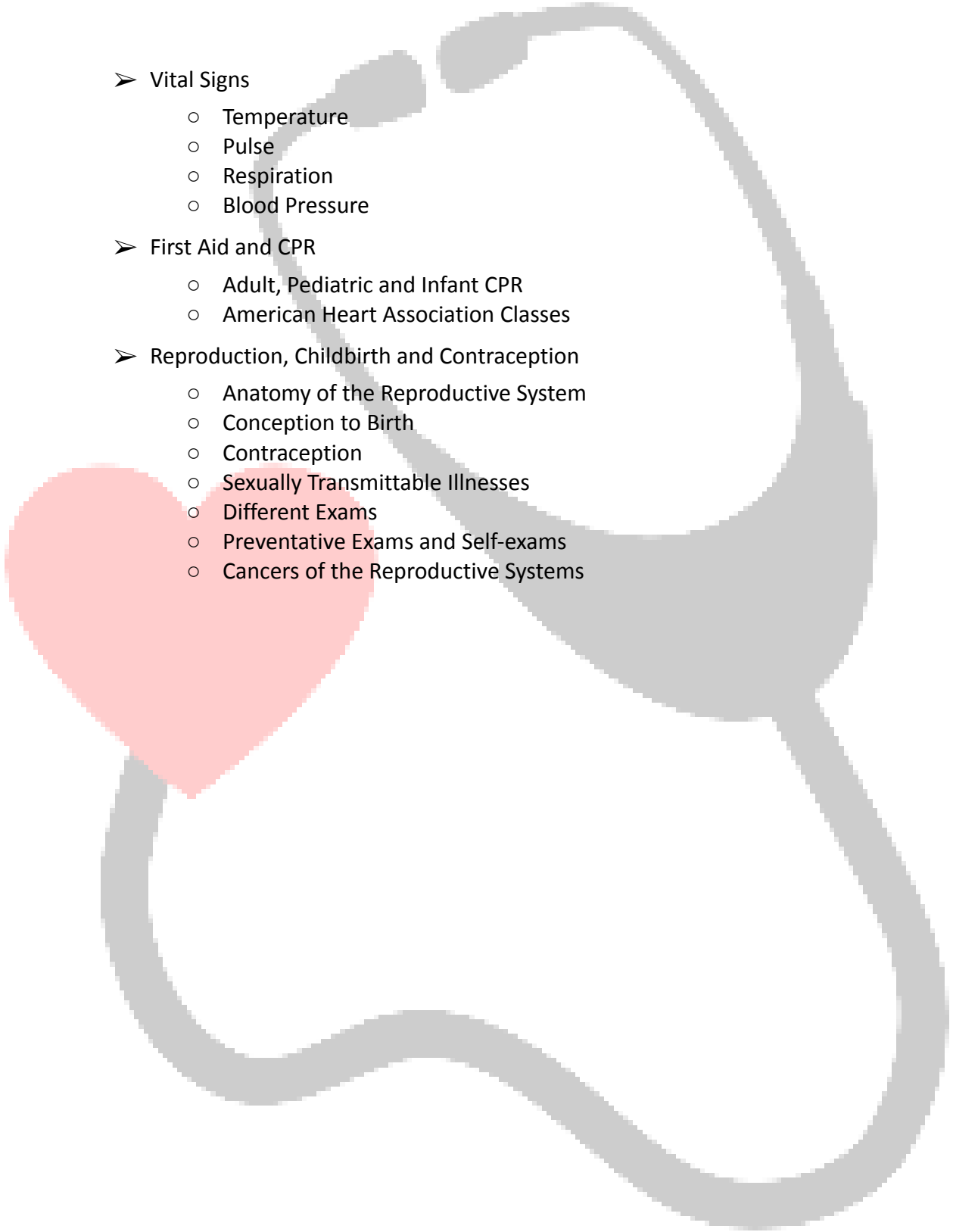
- Temperature
- Pulse
- Respiration
- Blood Pressure

➤ First Aid and CPR

- Adult, Pediatric and Infant CPR
- American Heart Association Classes

➤ Reproduction, Childbirth and Contraception

- Anatomy of the Reproductive System
- Conception to Birth
- Contraception
- Sexually Transmittable Illnesses
- Different Exams
- Preventative Exams and Self-exams
- Cancers of the Reproductive Systems



Please sign and return this form to Ms. Ascuena

I have read this document and understand its contents.

Print name here:

Signature:

Parent or Guardian signature:

