INSTRUCTIONAL PACKAGE

DMS 150
Clinical Applications I

202220
SPRING/2023

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: 202220

COURSE PREFIX: DMS 150   COURSE TITLE: Clinical Applications I

CONTACT HOURS: 21   CREDIT HOURS: 7

RATIONALE FOR THE COURSE:

This course is a supervised clinical experience designed to continue the student's development of ultrasound scanning skills and techniques in the ultrasound department. It provides continued active participation off campus in clinical Sonography. Emphasis is placed on imaging, processing, technically evaluating Sonographic examinations and medical record keeping. Upon completion, students should be able to image, process, and evaluate Sonographic examinations.

COURSE DESCRIPTION:

This course is an introduction to the diagnostic ultrasound department, including initial examination performances, machine operation, and administrative/record keeping procedures.

PREREQUISITES/CO-REQUISITES:

DMS 164

***Online/Hybrid** courses require students to complete the DLi Orientation Video prior to enrolling in an online course.

REQUIRED MATERIALS:

Please visit the BOOKSTORE online site for most current textbook information. Use the direct link below to find textbooks.

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

ADDITIONAL REQUIREMENTS:

Continued access to Trajecsys Online Record Keeping system to log all clinical records throughout the semester.

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's learning management system (LMS) used for course materials.
Access to myHGTC portal for student self-services.
College email access – this is the college's primary official form of communication.

STUDENT IDENTIFICATION VERIFICATION:

Students enrolled in online courses will be required to participate in a minimum of one (1) proctored assignment and/or one (1) virtual event to support student identification verification. Please refer to your Instructor Information Sheet for information regarding this requirement.

CLASSROOM ETIQUETTE:

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring for an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

NETIQUETTE: is the term commonly used to refer to conventions adopted by Internet users on the web, mailing lists, public forums, and in live chat focused on online communications etiquette. For more information regarding Netiquette expectations for distance learning courses, please visit [Online Netiquette.](#)

Part II: Student Learning Outcomes

1. Participates effectively in the DMS Department
2. Interacts effectively with the supporting departments
3. Demonstrates the DMS Professional Code of Ethics
4. Demonstrates Personal and Professional Growth and Development
5. Demonstrates Continued Clinical Progression
6. Demonstrates Competency in certain areas

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

Module 1

Learning Outcome: Oral and written communication

1. Maintain accurate clinical records.
2. Obtain and evaluate pertinent patient history and physical findings
3. Interact with the interpreting physician or other designated physicians with oral or written summary of findings as permitted by employer policy and procedure
4. Recognize significant clinical information and historical facts from the patient and the medical records, which may impact the diagnostic examination.
5. Comprehend and employ appropriate medical terminology, abbreviations, symbols, terms, and phrases.
6. Educate other health care providers and the public in the appropriate applications of ultrasound and other diagnostic examinations.
7. Interact with radiologist with oral and written summary of findings.

*Course Assessments:

- Completed Competency Evaluations
- Professional Development evaluations
- Overall Evaluation of the Student's clinical skills

Module 2

Learning Outcome: Patient care and comfort

1. Provide basic patient care and comfort.
2. Anticipate and respond to the needs of the patient
3. Demonstrate age related competency and respond to parental needs.
4. Maintain infection control and utilize standard precautions.
5. Anticipate and be able to respond to the needs of the patient.
6. Demonstrate age related competency (i.e., neonates, pediatric patients, adolescents, adults, and Obstetric patients)
7. Respond appropriately to parental needs
8. Recognize when sedation may be appropriate
9. Demonstrate appropriate care in nursery and intensive care environments (ancillary equipment, thermal, central venous lines, ET tubes, respiratory needs)
10. Use proper patient positioning

*Course Assessments:

- Completed Competency Evaluations
- Professional Development evaluations
- Overall Evaluation of the Student's clinical skills

Module 3
Learning Outcome: Physiology, pathology, and pathophysiology.

1. Demonstrate anatomic structures in the region of interest.
2. Recognize the sonographic appearance and patterns of normal tissue structures.
3. Extend standard diagnostic testing protocol as required by patient history or initial findings.
4.
5. Recognize examination findings that require immediate clinical response and notify the interpreting physician of such findings, including the following:
6. Utilize proper sonographic examination techniques
7. Demonstrate diagnostic protocols related to specific site guidelines and disease conditions.
8. Physiology including blood flow dynamics
9. Recognize and document pertinent pathology and pathophysiology
10. Development of professional etiquette with staff and patients.
11. Demonstration of proficient directly supervised performance of ultrasound examinations performed at clinical rotation site
12. Demonstrate mastery of specific ultrasound protocols
13. Identify specific image evaluation criteria and anatomy for completed images specific to learned procedures.

Course Assessments:
- Completed Competency Evaluations
- Professional Development evaluations
- Overall Evaluation of the Student's clinical skills

Module 4
Learning Outcome: Ergonomics

1. Demonstrate and employ, ergonomically correct scanning techniques with equipment adjustment and patient positioning.
2. Demonstrate knowledge and application of ergonomics

Course Assessments:
- Laboratory activity
- Clinical Visit Summary

Students – please refer to the Instructor's Course Information sheet for specific information on assessments and due dates.

GENERAL EDUCATION OUTCOMES:

This course fulfills the following General Education Outcomes through the Professional Development evaluation. Upon completion of this course, students will be able to:

☒ Communicate effectively;

☐ Think critically;

☐ Self and professional development.

Part III: Grading and Assessment

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*:

Students' performance will be assessed, and the weight associated with the various measures/artifacts are listed below.
- Prior to each competency pre-test/skills must be performed at Level 5/" Good" participation
- Minimum of Six Competency performed
    - Minimum of 2 competencies are required by the end of the 8th week
- Overall Evaluation of the Student's clinical Skills: due at end of each site rotation
- 3 Professional Developments evaluations
- Daily Clinical Patient Log Records: due weekly

If any required areas are not obtained, this demonstrates lack of clinical progression and student will be put on program probation and an individualized structured plan of action will be implemented. Please refer to the DMS Clinical Handbook for more detailed information:

EVALUATION*

Competencies	50%
Evaluations	20%
Scanning Proficiencies	28%
Weekly Log sheets	2%
	100%

Students, for the specific number and type of evaluations, please refer to the Instructor's Course Information Sheet.

GRADING SYSTEM:

100-96%	A-4 quality points
95-90%	B-3 quality points
89-84%	C-2 quality points
83-80%	D-1 quality point
79% or below	F-0 quality points

4 points- Excellent-Outstanding Performance
3 points- Consistently Good Performance
2 points- Satisfactory performance with minor corrections
1 point- Poor Performance, needs marked improvement, no initiative
0 point- Non-performance

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the academic calendar for deadlines for add/drop. You must attend at least one meeting of all of your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes in order to receive credit for any course. Due to the varied nature of courses taught at the college, some faculty may require up to 90 percent (90%) attendance. Pursuant to 34 Code of Federal Regulations 228.22 - Return to Title IV Funds, once a student has missed over 20% of the course or has missed two (2) consecutive weeks, the faculty is obligated to withdraw the student and a student may not be permitted to reenroll. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

For online and hybrid courses, check your Instructor's Course Information Sheet for any required on-site meeting times. Please note, instructors may require tests to be taken at approved testing sites, and if you use a testing center other than those provided by HGTC, the center may charge a fee for its services.

Clinical Days: Monday, Wednesday, and Friday -8:00 am- 4:00 pm

The Program Faculty believes that anytime a student is not in attendance at a didactic class, laboratory session, or clinical rotation, he or she is not able to receive the full benefits of a presentation or experience even if competencies are eventually met; therefore, attendance is

required for the class

Students must make every effort to attend every clinical session. The student may not exceed two absences without penalty. Any absence more than two must be made-up and beginning with the third absence results in a written warning. The fourth absence will result in a final written warning and the fifth absence will result in termination from the DMS program. Reminder: 2 final warning letters during the program will result in termination from the program.

CLINICAL ABSENCE POLICY:
Three absences allowed per semester
One absence no warning
Second absent verbal warning
Third absence is written warning
Fourth absence is a final written warning
Fifth absence results in dismissal from the program!

After two clinical absent days all clinic days must be made up!

Make-up time is limited to school breaks and/or finals week and must be pre-approved by the clinical coordinator and the clinical instructor.

TARDY POLICY:
Accumulation of three late clock-ins equals a full day absence.
A seventh tardy will result in immediate dismissal

Part V: Student Resources

THE STUDENT SUCCESS AND TUTORING CENTER (SSTC):

The SSTC offers to all students the following **free** resources:
1.   **Academic tutors** for most subject areas, **Writing Center support**, and **college success skills**.
2.   Online **tutoring** and academic support resources.
3.   Professional and interpersonal communication **coaching** in the EPIC Labs.

Visit the Student Success & Tutoring Center website for more information. To schedule tutoring, contact the SSTC at sstc@hgtc.edu or self-schedule in the Penji iOS/Android app or at www.penjiapp.com. Email sstc@hgtc.edu or call SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC

Georgetown, 520-1455, or go to the [Online Resource Center](#) to access on-demand resources.

STUDENT INFORMATION CENTER: TECH Central

TECH Central offers to all students the following <u>free</u> resources:

1. **Getting around HGTC**: General information and guidance for enrollment, financial aid, registration, and payment plan support!
2. Use the [Online Resource Center (ORC)](#) including Office 365 support, password resets, and username information.
3. **In-person workshops, online tutorials and more services** are available in Desire2Learn, Student Portal, Degree Works, and Office 365.
4. **Chat with our staff on TECH Talk**, our live chat service. TECH Talk can be accessed on the student portal and on TECH Central's website, or by texting questions to (843) 375-8552.

Visit the [Tech Central](#) website for more information. Live Chat and Center locations are posted on the website. Or please call (843) 349 – TECH (8324), Option #1.

HGTC LIBRARY:

Each campus location has a library where HGTC students, faculty, and staff may check out materials with their HGTC ID. All three HGTC campus libraries are equipped with computers to support academic research and related school work; printing is available as well. Visit the [Library](#) website for more information or call (843) 349-5268.

STUDENT TESTING:

Testing in an **online/hybrid** course may be accomplished in a variety of ways:
- Test administered within D2L
- Test administered in writing on paper
- Test administered through Publisher Platforms

Further more tests may have time limits and/or require a proctor.

Proctoring can be accomplished either face-to-face at an approved site or online through our online proctoring service. To find out more about proctoring services, please visit the [Online Testing](#) section of

the HGTC's Testing Center webpage.

The **Instructor Information Sheet** will have more details on test requirements for your course.

DISABILITY SERVICES:

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to HGTC's [Accessibility and Disability Service webpage](). The Accessibility and Disability staff will review documentation of the student's disability and, in a confidential setting with the student, develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided.

STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:
Horry-Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, sex, national or ethnic origin, age, religion, disability, marital or family status, veteran status, political ideas, sexual orientation, gender identity, or pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation in educational programs and/or activities.

TITLE IX REQUIREMENTS:

All students (as well as other persons) at Horry-Georgetown Technical College are protected by Title IX—regardless of their sex, sexual orientation, gender identity, part- or full-time status, disability, race, or national origin—in all aspects of educational programs and activities. Any student, or other member of the college community, who believes that he/she is or has been a victim of sexual harassment or sexual violence may file a report with the college's Chief Student Services Officer, campus law enforcement, or with the college's Title IX Coordinator, or designee.

>*Faculty and Staff are required to report incidents to the Title IX Coordinators when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

INQUIRIES REGARDING THE NON-DISCRIMINATION/TITLE IX POLICIES:

Student and prospective student inquiries concerning Section 504, Title II, Title VII, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs.

> **Dr. Melissa Batten, VP Student Affairs**
> *Title IX, Section 504, and Title II Coordinator*
> Building 1100, Room 107A, Conway Campus
> PO Box 261966, Conway, SC 29528-6066
> 843-349-5228
> Melissa.Batten@hgtc.edu

Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources.

> **Jacquelyne Snyder, VP Human Resources**
> *Affirmative Action/Equal Opportunity Officer and Title IX Coordinator*
> Building 200, Room 205B, Conway Campus
> PO Box 261966, Conway, SC 29528-6066
> 843-349-5212
> Jacquelyne.Snyder@hgtc.edu