



INSTRUCTIONAL PACKAGE

SUR 104 SURGICAL PROCEDURES II

Spring 2022
2021/2022

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Part I: Course Information

Effective Term: 2021/20

COURSE PREFIX: SUR 104

COURSE TITLE: Surgical Procedures II

CONTACT HOURS: 4

CREDIT HOURS: 4

RATIONALE FOR THE COURSE:

This course of study consists of various specialties of surgical procedures, instrumentation and supplies. Communication of proper procedures and protocol is essential. Basic knowledge of wound closures and medications will aid in success for this course.

COURSE DESCRIPTION:

This course is a study of the various specialties of surgical procedures.

PREREQUISITES/CO-REQUISITES:

Credit level SUR 101 Minimum Grade of C

Credit level SUR 102 Minimum Grade of C

Credit level SUR 103 Minimum Grade of C

Credit level SUR 111 Minimum Grade of C

REQUIRED MATERIALS:

1. Surgical Technology for the Surgical Technologist: A Positive Care Approach 5th Ed. Delmar Cengage Learning, 2017 ISBN-13: 978-1-305-95641-4
2. Cengage Mindtap Access Unlimited
3. Surgical Instrumentation; An Interactive Approach 3rd Edition Elsevier 2019 ISBN: 978-0-323-52370-7
4. Surgical Equipment and Supplies by Colleen J. Rutherford 2nd Edition FADAVIS ISBN: 978-0-8036-4571-4
5. Pocket Guide to the Operating Room 4th Edition ISBN 978-0-8036-6839-3
6. Laparotomy pack from B&N /Henry Shein
7. Lange Q and A Surgical Technology Examination 7th Edition by Mary Chmielewski and Carolan Sherman ISBN-13-978-1-2595-8-8112

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:

Students should have access to a computer, printer, and a scanner

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's student portal for course materials.
myHGTC and college email access.

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

Program Cognitive Objective: At the completion of the program, the graduate of Horry Georgetown Technical College Surgical Technology Program will demonstrate the ability to comprehend, apply, and evaluate the clinical information relative to his role as an entry level Surgical Technologist in Horry and Georgetown counties.

Program Psychomotor Objective: At the completion of the program, the student will demonstrate technical proficiency in all skills necessary to fulfill the role of entry level Surgical Technology in Horry and Georgetown counties.

Program Affective Objective: At the completion of the program, the student will demonstrate personal behaviors consistent with professional and employer expectations for the entry level Surgical Technology in Horry and Georgetown counties.

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

Materials Covered:

CH 16: Ophthalmic Surgery
CH 17: Otorhinolaryngologic Surgery
CH 19: Plastic and Reconstructive Surgery
CH 22: Cardiothoracic Surgery
CH 23: Peripheral Vascular Surgery
CH 24: Neurosurgery

Learning Outcomes:

1. Recognize the anatomy of the eye.
2. Summarize the pathology that prompts surgical intervention of the eye and related terminology.
3. Indicate the names and uses of ophthalmic instruments, supplies, and drugs.
4. Indicate the names and uses of special equipment as it relates to ophthalmic surgery.
5. Recognize the immediate postoperative care and possible complications of the ophthalmic procedures.
6. Recognize the anatomy of the ear, nose, and throat.
7. Summarize the pathology that prompts surgical intervention of the ear, nose, and throat and the related terminology.
8. Indicate the names and uses of Otorhinolaryngologic instruments, supplies, and drugs.
9. Indicate the names and uses of special equipment as it relates to Otorhinolaryngologic surgery.
10. Recognize the immediate postoperative care and possible complications of the Otorhinolaryngologic procedures.
11. Recognize the relevant anatomy and physiology of the skin and its underlying tissues.
12. Summarize the pathology that prompts plastic/reconstructive surgical intervention and the related terminology.
13. Determine any special preoperative plastic/reconstructive diagnostic procedures/tests.
14. Indicate the names and uses of plastic/reconstructive instruments, supplies and drugs.
15. Determine the intraoperative preparation of the patient undergoing a plastic/reconstructive procedure.
16. Recognize the immediate postoperative care and possible complications of the plastic/reconstructive procedure.
17. Recognize the relevant anatomy of the cardiovascular and respiratory systems.
18. Summarize the pathology that prompts cardiac or thoracic surgical intervention and the related terminology.
19. Determine any special preoperative diagnostic procedures/tests for the patient undergoing cardiac or thoracic surgery.
20. Indicate the names and uses of special equipment for the cardiovascular and thoracic instruments, supplies and drugs.
21. Indicate the names and uses of special equipment for the cardiac or thoracic procedures.
22. Interpret the purpose and expected outcomes of the cardiac and thoracic procedures.
23. Recognize the immediate postoperative care and possible complications of the cardiac and thoracic procedures.
24. Recognize the relevant anatomy of the peripheral vascular system.
25. Summarize the pathology that prompts surgical intervention of the peripheral vascular system and the related terminology.
26. Determine any special preoperative peripheral vascular diagnostic procedures.
27. Determine any special preoperative preparation procedures as it relates to peripheral vascular surgery.
28. Indicate the names and uses of peripheral vascular instruments, supplies, and drugs.
29. Determine the intraoperative preparations of the patient undergoing the peripheral vascular procedure.
30. Summarize the surgical steps of the peripheral vascular procedures.

31. Recognize immediate postoperative care and possible complications of the peripheral vascular procedures.
32. Recognize the relevant anatomy and physiology of the neurological system.
33. Summarize the pathology that prompts surgical intervention of the neurological system and the related terminology.
34. Determine any special preoperative neurological diagnostic procedures/tests.
35. Determine any preoperative preparation procedures related to neurosurgery.
36. Indicate the names and uses of neurosurgical instruments, supplies, and drugs.
37. Indicate the names and uses of special equipment related to neurosurgery.
38. Determine the intraoperative preparations of the patient undergoing the neurosurgical procedure.
39. Interpret the purpose and the expected outcomes of the neurosurgical procedure.
40. Recognize the immediate postoperative care and possible complications of the neurosurgical procedures.
41. Summarize recent advances in neurosurgery.

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

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.

EVALUATION*

Tests	50 %
Assignments	10 %
<u>Final Exam</u>	<u>40 %</u>
	100%

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

GRADING SYSTEM:

93-100=A
 85-92=B
 77-84=C
 69-76=D
 68 or below =F

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

Attendance will be taken at the beginning of each class.

No more than 3 total absences will be allowed for Lecture and lab combined.

More than 3 absences will result in withdrawal from the program by the instructor or student.

Anyone leaving more than 30 minutes prior to the end of class will be marked absent.

Students are responsible for any information missed while absent.

Two tardies will result in one absence.

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.

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 free 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 #2.

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

Furthermore, 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, 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 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

EEO and Title IX Coordinator

Building 200, Room 212A, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5212

Jacquelyne.Snyder@hgtc.edu