INSTRUCTIONAL PACKAGE

SUR 105
Surgical Procedures III

FALL 2023
Fall 2023/Spring 2024/Summer 2024

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: <u>Fall 2023</u>

COURSE PREFIX: SUR 105   COURSE TITLE: Surgical Procedures III

CONTACT HOURS: 3 Lecture/ 3 Lab   CREDIT HOURS: 4

RATIONALE FOR THE COURSE:

This course of study consists of various specialties and 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 advanced specialties of surgical procedures.

PREREQUISITES/CO-REQUISITES:

SUR: Introduction to Surgical Technology_101Credit C
SUR: Principles of Surgical Pharmacology_126 Credit C
SUR: Applied Surgical Technology_102 Credit C
SUR: Surgical Procedures I_103 Credit C
SUR: Surgical Procedures II_104 Credit C
SUR: Surgical Practicum I_112 Credit C
SUR: Advanced Surgical Practicum_113 Credit C
AHS: Medical Terminology_102 Credit C
BIO: Anatomy and Physiology I_210 Credit C
BIO: Anatomy and Physiology II_211 Credit C
BIO: Microbiology_225 Credit C
ENG: English Composition_101 Credit C or Credit TC
Humanities Elective_ Credit C or Credit TC

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

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 Schein
7. Lange Q and A Surgical Technology Examination 7th Edition by Mary Chmielewski and Carolan Sherman ISBN-13-978-1-2595-8-8112
8. Surgical Technologist Certifying Exam Study Guide 3rd Edition ISBN 9780926805668

Please visit the [BOOKSTORE](#) online site for most current textbook information.

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

ADDITIONAL REQUIREMENTS:

1. White Lab Coat (¾ length)
2. Warm up Jacket (Black with ceil blue embroidery)
3. Scrubs: ceil blue scrubs with black embroidery and black scrubs with ceil blue embroidery.
4. Lab Coat: White with ceil blue embroidery.
   a. Both should read: **HGTC Surgical Technology Student**
5. **White Shoes are required:**
   a. Shoes should be waterproof that can be easily cleaned. (No cloth)
   b. Students can also have Black shoes and/or Ceil blue Shoes as long as they also have white shoes.
6. Goggles and Croakies
7. Student ID
8. X-RAY Badge (ordered by Program director before 2nd semester clinical)
9. Lanyard with Clear ID holder (Given out by the program director)
10. CPR (BCLS) for health care provider
11. Clinical Compliance (Rhonda Todd: Rhonda.Todd@hgtc.edu or 843-477-2138)
    a. (*Failure to meet clinical compliance will result in being dropped from the Surgical Technology program)
12. 3 ring 2" binder with dividers
13. Blue and Orange Highlighters
14. Sticky Notes (recommended)
15. Flash Drive
16. Laptop (Wi-Fi, Camera, and Mic Capability) (Microsoft 365)
17. Printer/Scanner
18. Word/PDF Capability

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.

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Access to Mindtap/Cengage Brain
Access to Surgical Counts
- Students are required to scan and upload documents in word and pdf format.

Access to LapSimST
Access to PeriOpSim

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.

No cell phones allowed in lab.

There will be no talking when the instructor is talking. Each student will receive only one warning. After the initial warning, the student will be asked to leave the classroom, will receive a critical u, and will be marked absent.

Questions are encouraged during class, but they need to be subject related. Questions that are not related to the material being covered will be viewed as a disruption and the student will receive a warning. Additional disruptions will result in the student being sent home with an absence. Once the student returns to class any additional disruptions will result in a critical u. Two critical U's will result in dismissal from the program.

Questions concerning tests or assignments should be submitted to the instructor through email and should not be addressed during class instruction time.

Any student that is insubordinate to an instructor will be removed from the classroom and receive a critical U and an absence for the day.

Any student who uses threatening language or action towards an instructor or fellow student will be removed from the program. Please refer to the critical U paperwork for additional disciplinary protocol

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

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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 19: Plastic and Reconstructive Surgery
CH 22: Cardiothoracic Surgery
CH 23: Peripheral Vascular Surgery

Learning Outcomes:
CH 16:
1. Recognize the anatomy, physiology, and terminology related to the eye.7CC
2. Indicate the diagnostic procedure and pathology used to obtain the diagnosis.7CC
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.7CC
5. Describe the preoperative patient preparation and considerations for each procedure. 7CC
6. Summarize the procedural steps of eye procedures.7CC
7. Discuss the various medication that are used in Eye procedures.7CC
8. Identify the various wound classifications that apply to different Eye surgeries.7CC
9. Recognize the immediate postoperative care and possible complications of the ophthalmic procedures.7CC
10. Compare and contrast the various approaches used in each procedure related to the eye.7CC

Ch 19:
11. Recognize the relevant anatomy and physiology and terminology of the skin and its underlying tissues.7CC
12. Indicate the diagnostic procedure and pathology used to obtain the diagnosis.7CC
13. Determine any special preoperative plastic/reconstructive diagnostic procedures/tests.
14. Indicate the names and uses of plastic/reconstructive instruments, supplies and drugs.7CC
15. Describe the preoperative patient preparation and considerations for each procedure. 7CC
16. Determine the intraoperative preparation of the patient undergoing a plastic/reconstructive procedure.

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17. Discuss the various medication that are used in Plastics and Reconstructive procedures.7CC
18. Identify the various wound classifications that apply to different Plastics and reconstructive surgeries.7CC
19. Recognize the immediate postoperative care and possible complications of the plastic/reconstructive procedure.7CC
20. Compare and contrast the various approaches used in each procedure related to plastics surgery.7CC
21. Summarize the procedural steps of plastic and reconstructive surgery. 7CC
22. Discuss the pathology and intervention methods of Mohs procedure.

CH 22:
23. Recognize the relevant anatomy, physiology and terminology of the cardiovascular and respiratory systems.7CC
24. Indicate the diagnostic procedure and pathology used to obtain the diagnosis.7CC
25. Determine any special preoperative diagnostic procedures/tests for the patient undergoing cardiac or thoracic surgery.
26. Indicate the names and uses of special equipment for the cardiovascular and thoracic instruments, supplies and drugs.7CC
27. Compare and contrast the various approaches used in each procedure related to cardiothoracic surgery.7CC
28. Summarize the surgical steps of the cardiothoracic procedures.7CC
29. Interpret the purpose and expected outcomes of the cardiac and thoracic procedures.
30. Describe the preoperative patient preparation and considerations for each procedure. 7CC
31. Discuss the various medication that are used in Cardiothoracic procedures.7CC
32. Identify the various wound classifications that apply to different Cardiothoracic surgeries.7CC
33. Recognize the immediate postoperative care and possible complications of the cardiac and thoracic procedures.7CC

CH 23:
34. Recognize the relevant anatomy, physiology and terminology of the peripheral vascular system.7CC
35. Indicate the diagnostic procedure and pathology used to obtain the diagnosis.7CC
36. Determine any special preoperative peripheral vascular diagnostic procedures.
37. Determine any special preoperative preparation procedures as it relates to peripheral vascular surgery.
38. Indicate the names and uses of peripheral vascular instruments, supplies, and drugs.7CC

39. Compare and contrast the various approaches used in each peripheral vascular procedure.7CC
40.   Describe the preoperative patient preparation and considerations for each procedure. 7CC
41.   Discuss the various medication that are used in peripheral vascular procedures.7CC
42.   Identify the various wound classifications that apply to different peripheral vascular surgeries.7CC
43. Determine the intraoperative preparations of the patient undergoing the peripheral vascular procedure.
44. Summarize the surgical steps of the peripheral vascular procedures.7CC
45. Recognize immediate postoperative care and possible complications of the peripheral vascular procedures.7CC

Lab:
1. Recognize plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular instruments by type, function, and name.
2. Identify specialty instruments and supplies unique to surgical procedures.
3. Demonstrate proper care, handling, and assembly of plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular instruments.
4. Differentiate the types of plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular equipment utilized in the OR practice and demonstrate proper care, handling techniques and safety precautions.
5. Cite the names and functions of plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular instruments and demonstrate proper care, handling, and assembly.
6. Collect and prepare supplies used in the OR.
7. Associate the relationship between instrumentation, equipment, and supplies with quality patient care in the OR.
8. Identify the relationship between instruments, equipment and supplies and the OR environment and related to safety.
9. Cite and interpret common plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular suture types demonstrate proper care, handling techniques and safety precautions.
10. Demonstrate proper positioning and draping techniques for plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular surgical procedures.
11. Demonstrate Mock Surgical Set up and the knowledge of procedural steps to include suture, sequence, hemostasis, passing, medication control, specimen control and surgical anticipation skills.7CC
12. Demonstrate knowledge of circulating duties and procedures in the mock surgery setting to include prepping, positioning, catheterization, and vital signs.7CC

Simulation:
- PeriOp Simulation for cardiothoracic, and peripheral vascular surgical procedures
- LapSimST Simulation for cardiothoracic, and peripheral vascular surgical procedures.
- All Incomplete Simulations must be completed before the end of the semester and uploaded to the appropriate drop box.
- Certificates should be printed and in the students Portfolio.

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*

LECTURE: [70%]
UNIT TESTS	40%
ASSIGNMENTS	10%
LAB	30%
FINAL EXAM	20%
	100%

LAB: [30%]
TESTS/SKILLS	30%
Simulation	20%
Moch Surgery	20%
Final	20%
	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 <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 schoolwork; 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 and in **make-up exam** situations may be accomplished in a variety of ways:

- Test administered within D2L
- Test administered in writing on paper
- Test administered through Publisher Platforms (which may have a fee associated with the usage)

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, 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