



INSTRUCTIONAL PACKAGE

SUR 105
Surgical Procedures III

Effective Term
Fall 2024/Spring 2025/Summer 2025

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Part I: Course Information

Effective Term: Fall 2024/Spring 2025/Summer 2025

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_101 Credit 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 [Distance Learning 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. Warm up Jacket (Black with ceil blue embroidery)
2. Scrubs: ceil blue scrubs with black embroidery and black scrubs with ceil blue embroidery.
3. Lab Coat: White with ceil blue embroidery.
 - a. Both should read: **HGTC Surgical Technology Student**
4. Black (preferred) or Ceil Blue Shoes
 - a. Shoes should be waterproof that can be easily cleaned. (No cloth)
5. Goggles and Croakies
6. Student ID
7. X-RAY Badge (ordered by Program director before 2nd semester clinical)
8. Lanyard with Clear ID holder (Given out by the program director)
9. CPR (BCLS) for health care provider
10. 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)
11. 3 ring 2" binder with dividers
12. Blue and Orange Highlighters
13. Sticky Notes (recommended)
14. Flash Drive
15. Laptop (Wi-Fi, Camera, and Mic Capability) (Microsoft 365)
16. Printer/Scanner
17. 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.

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

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:

ST4ST CH 18: Ophthalmic Surgery

ST4ST CH 21: Plastic and Reconstructive Surgery

ST4ST CH 24: Cardiothoracic Surgery

ST4ST CH 25: Peripheral Vascular Surgery

LAB:

ST4ST Ch 12: Preoperative Surgical Case Management

ST4ST Ch 13: Intraoperative and Postoperative Surgical Case Management

DSI CH 12 Ophthalmic Surgery

DSI CH 13: Plastic Surgery

DSI CH 9: Vascular, Thoracic, and Cardiac Instruments

SES CH 10: Specialty Equipment

Learning Outcomes:

CH 18: **Ophthalmic Surgery**

1. Apply medical terminology as it relates to each ophthalmic procedure. 7CC
2. Compare and contrast the approach for each ophthalmic procedure. 7CC
3. Recognize the relevant anatomy and physiology of the ophthalmic systems.7CC
4. Indicate the diagnostic procedure and pathology used to obtain the diagnosis.7CC
5. Describe preoperative patient preparation and considerations for each procedure. 7CC
6. Discuss the operative sequence for each procedure. 7CC
7. Recognize the necessary supplies, instrumentation, and equipment for each procedure. 7CC
8. Evaluate the use of medications for each procedure. 7CC
9. Identify wound classification for each procedure. 7CC
10. Discuss postoperative care, considerations, and potential complications for the surgical patient. 7CC

Ch 21: **Plastics and Reconstructive**

1. Apply medical terminology as it relates to each plastic and reconstructive procedure. 7CC
2. Compare and contrast the approach for each plastic and reconstructive procedure. 7CC
3. Recognize the relevant anatomy and physiology of the plastic and reconstructive procedure systems.7CC

4. Indicate the diagnostic procedure and pathology used to obtain the diagnosis.7CC
5. Describe preoperative patient preparation and considerations for each procedure. 7CC
6. Discuss the operative sequence for each procedure. 7CC
7. Recognize the necessary supplies, instrumentation, and equipment for each procedure. 7CC
8. Evaluate the use of medications for each procedure. 7CC
9. Identify wound classification for each procedure. 7CC
10. Discuss postoperative care, considerations, and potential complications for the surgical patient. 7CC
11. Discuss the pathology and intervention methods of Mohs procedure.

CH 24: **CardioThoracic**

12. Apply medical terminology as it relates to each Cardiothoracic procedure. 7CC
13. Compare and contrast the approach for each Cardiothoracic procedure. 7CC
14. Review Thoracic specific Open and Minimally invasive approaches to include endoscopic, Robot-assisted, and Videoassisted thoracic surgery.7CC
15. Review Cardiac specific open and minimally invasive approaches to include sternotomy, thoracotomy, robot-assisted, and percutaneous. 7CC
16. Recognize the relevant anatomy and physiology of the Cardiothoracic systems.7CC
17. Indicate the diagnostic procedure and pathology used to obtain the diagnosis.7CC
18. Describe preoperative patient preparation and considerations for each procedure. 7CC
19. Discuss the operative sequence for each procedure. 7CC
20. Recognize the necessary supplies, instrumentation, and equipment for each procedure. 7CC
21. Evaluate the use of medications for each procedure. 7CC
22. Identify wound classification for each procedure. 7CC
23. Discuss postoperative care, considerations, and potential complications for the surgical patient. 7CC

CH 25: **Peripheral Vascular Surgery**

24. Apply medical terminology as it relates to each Peripheral Vascular procedure. 7CC
25. Compare and contrast the approach for each Peripheral Vascular procedure. 7CC
26. Assess the anatomy, physiology, and pathophysiology of the circulatory system and arteries. 7CC
27. Indicate the diagnostic procedure and pathology used to obtain the diagnosis.7CC
28. Describe preoperative patient preparation and considerations for each procedure. 7CC
29. Discuss the operative sequence for each procedure. 7CC
30. Recognize the necessary supplies, instrumentation, and equipment for each procedure. 7CC
31. Evaluate the use of medications for each procedure. 7CC
32. Identify wound classification for each procedure. 7CC

33. Discuss postoperative care, considerations, and potential complications for the surgical patient. 7CC
34. Analyze the diagnostic and surgical interventions for a patient undergoing an EVAR procedure. 7CC
35. Evaluate the supplies, equipment, and instrumentation needed for the EVAR procedure. 7CC
36. Explain the steps for an EVAR procedure. 7CC
37. Discuss the postoperative considerations for a patient undergoing EVAR procedure. 7CC
38. State the level of wound classification that applies to the procedure. 7CC

Lab:

1. Recognize plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular instruments by type, function, and name. 7CC
2. Identify specialty instruments and supplies unique to surgical procedures. 7CC
3. Demonstrate proper care, handling, and assembly of plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular instruments. 7CC
4. Demonstrate proper transport of instrumentation. 7CC
5. Identify specialty instruments and supplies unique to surgical procedures. 7CC
6. Identify surgical supplies. 7CC
7. Demonstrate the usage of surgical supplies. 7CC
8. Demonstrate principles of handling surgical supplies. 7CC
9. Evaluate the selection of surgical supplies. 7CC
10. Demonstrate the role of the surgical technologist in the application of surgical supplies. 7CC
11. Demonstrate the principles of asepsis when draping the patient, furniture, and equipment. 7CC
12. Demonstrate participation in the Surgical Safety Checklist process. 7CC
13. Participate in the identification process of the patient. 7CC
14. Demonstrate the perioperative duties if the assistant circulator to include documentation. 7CC
 - a. Operating room preparation. 7CC
 - b. How to monitor vital signs. 7CC
 - c. Urinary Catheterization. 7CC
 - d. Patient transport to the operating room. 7CC
 - e. Patient Transfer to the surgical table. 7CC
 - f. Applying and connecting accessory devices. 7CC
 - g. Patient positioning. 7CC
 - h. Surgical Skin Prep. 7CC
 - i. Patient transfer from the surgical table to the stretcher. 7CC
15. 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.

16. Cite the names and functions of plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular instruments and demonstrate proper care, handling, and assembly.
17. Collect and prepare supplies used in the OR.
18. Associate the relationship between instrumentation, equipment, and supplies with quality patient care in the OR.
19. Identify the relationship between instruments, equipment and supplies and the OR environment and related to safety.
20. Cite and interpret common plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular suture types demonstrate proper care, handling techniques and safety precautions.
21. Demonstrate proper positioning and draping techniques for plastic and reconstructive, ophthalmic, cardiothoracic, and peripheral vascular surgical procedures.
22. Review the Cardiopulmonary Bypass Machine. 7CC
23. Review the Cryotherapy machine. 7CC
24. Review the Liposuction Machine. 7CC
25. Discuss the phacoemulsifier machine and its use. 7CC
26. 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
27. Demonstrate knowledge of circulating duties and procedures in the mock surgery setting to include prepping, positioning, catheterization, and vital signs.7CC
28. Demonstrate a mock surgical procedure utilizing the principles of asepsis in the first scrub role. 7CC
29. Demonstrate a mock surgical procedure utilizing the principles of asepsis in the second scrub role. 7CC
30. Demonstrate proper sharp safety procedures.7CC
31. Demonstrate fire safety precautions during the intraoperative surgical phase. 7CC
32. . Review proper handling of medications.7CC
33. Demonstrate correctly passing instruments. 7CC
34. Demonstrate methods for monitoring the sterile field. 7CC
35. Demonstrate the transfer of care. 7CC
36. Describe how to perform all counts. 7CC
37. Demonstrate management of medications. 7CC
38. Demonstrate techniques for handling various types of specimens. 7CC
39. Demonstrate proper handling of irrigation.7CC
40. Demonstrate the proper transfer of fluids to the sterile field.7CC
41. Demonstrate proper handling of irrigation. 7CC
42. Demonstrate proper labeling of fluids to include irrigation. 7CC
43. Demonstrate handling of various types of sponges on the sterile field. 7CC
44. Demonstrate the application of various types of dressings. 7CC

45. Demonstrate the proper preparation of the OR for a mock surgical procedure. 7CC
46. Demonstrate the technique of opening and delivering sterile items utilizing aseptic technique. 7CC
47. Demonstrate the steps needed to perform a medical handwash and surgical hand scrub. 7CC
48. Demonstrate how to properly don the sterile gown and gloves. 7CC
49. Demonstrate the assembly and organization of the sterile field. 7CC
50. Demonstrate the procedure for counting sponges, sharps, instruments, and accessory items. 7CC
51. Demonstrate the proper technique for gowning and gloving a team member. 7CC
52. Demonstrate the proper technique for draping a surgical patient. 7CC
53. Demonstrate the proper steps for finalizing the sterile field and transitioning to the operative field. 7CC
54. Demonstrate the knowledge of the factors involved with blood loss. 7CC
55. Demonstrate intraoperative communication and teamwork involved in managing blood loss. 7CC
56. Demonstrate how to determine the amount of blood loss or estimated blood loss. 7CC
57. Demonstrate postoperative patient transfer. 7CC
58. Demonstrate postoperative Breakdown of the sterile field. 7CC
59. Demonstrate doffing of the surgical attire. 7CC
60. Demonstrate the disinfecting the surgical environment. 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	<u>20%</u>
	100%

LAB: [30%]

TESTS/SKILLS	30%
Simulation	20%
Moch Surgery	20%
Final	<u>30%</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 each class.
- No more than three (3) absences will be allowed in (Lecture Only).
- Students must maintain 100% attendance in Lab. (Make Up days must be scheduled with the instructor to assure proper instruction in skills is received).
- More than three (3) absences in lecture will result in withdrawal from the program by the instructor or withdrawal by the student.
- Anyone leaving more than thirty (30) minutes prior to the end of class will be marked as a class absent.
- The student will be responsible for any information given out while not in class.
- Any student that comes to class late 2 times will receive one absence.
- Students are expected to inform the instructor when they are going to be absent.
- Students cannot request exemption from an attendance policy.

- Instructors cannot and will not give permission to be late or absent.
- Every absence or tardy falls within the parameters of the attendance policy.

Student will be dropped from the course with a W or a WF if they have violated the attendance policy as written.

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 ssc@hgtc.edu or self-schedule in the Penji iOS/Android app or at www.penjiapp.com. Email ssc@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.



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 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 Services staff will review documentation of the student's disability and, in a confidential setting with the student, engage in an interactive process to develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide
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acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided. Students will need to reach out to the Accessibility and Disability Services staff each semester to renew their accommodations.

COUNSELING SERVICES:

HGTC Counseling Services strives to optimize student success through managing personal and academic concerns that may interfere with achieving educational goals. Staff are available to every student for assistance and guidance on personal matters, academic concerns and other areas of concern. HGTC offers free in-person and telehealth counseling services to students. For more information about counseling services, please reach out to counseling@hgtc.edu or visit the website the [Counseling Services webpage](#).

STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:

Horry-Georgetown Technical College shall not discriminate in employment or personnel decisions or in student admissions or in student decisions, or in all other segments of the College community 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 the educational programs and activities which it operates, and the college is prohibited from discrimination in such manner by applicable laws. Practices and requirements for nondiscrimination extend to the enrollment of students in programs and activities of the College and employment by the College.

All inquiries regarding the federal laws as they relate to discrimination on the basis of sex may be directed to Tamatha Sells, Title IX Coordinator, Horry-Georgetown Technical College, Building 1100C, Room 107B, 2050 Hwy 501 E, PO Box 261966, Conway, SC 29528-6066, 843-349-5218, tamatha.sells@hgtc.edu or to the US Department of Education Office of Civil Rights. (Telephone: 800-421-3481/Email: OCR@ed.gov).

Other employee and applicant inquiries concerning the federal laws and their application to the College may be directed to Jacquelyne Snyder, Vice President, Human Resources and Employee Relations & the College's Affirmative Action/Equal Opportunity Officer, Horry-Georgetown Technical College, Building 200C, Room 205B, 2050 Hwy 501 E, PO Box 261966, Conway, SC 29528-6066, 843-349-5212, jacquelyne.snyder@hgtc.edu.

Other student and prospective student inquiries concerning the federal laws and their application to the College or any student decision may be directed to Dr. Melissa Batten, Vice President, Student Affairs, Section 504 & Title II Coordinator Horry-Georgetown Technical College, Building 1100C, Room 107A, 2050 Hwy 501 E, PO Box 261966, Conway, SC 29528-6066, 843-349-5228, melissa.batten@hgtc.edu.

TITLE IX REQUIREMENTS:

Title IX of the Education Amendments of 1972 protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination.

HGTC prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking and will provide students, faculty, and staff with necessary information regarding prevention, policies, procedures, and resources.

Any student, or other member of the college community, who believes that they have been a victim of sexual harassment, domestic violence, dating violence, sexual assault, or stalking may file a report with the college's Title IX Coordinator or campus law enforcement*.

*Faculty and Staff are required to report these incidents to the Title IX Coordinator 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).

For more information, contact Tamatha Sells, Title IX Coordinator, Conway Campus, Building 1100C, Room 107B, 843-349-5218, tamatha.sells@hgtc.edu.

PREGNANCY ACCOMMODATIONS

Under Title IX, colleges must not exclude a pregnant student from participating in any part of an educational program. Horry-Georgetown Technical College is committed to ensuring that pregnant students receive reasonable accommodations to ensure access to our educational programs.

Students should advise the Title IX Coordinator of a potential need for accommodations as soon as they know they are pregnant. It is extremely important that communication between student, instructors, and the Title IX Coordinator begin as soon as possible. Each situation is unique and will be addressed individually.

Title IX accommodations DO NOT apply to Financial Aid. Financial Aid regulations do not give the College any discretion in terms of Financial Aid eligibility.

Certain educational programs may have strict certification requirements or requirements mandated by outside regulatory agencies. Therefore, in some programs, the application of Title IX accommodations may be limited.

To request pregnancy accommodations, please complete the [Pregnancy Intake Form](#).