



# INSTRUCTIONAL PACKAGE

SUR 111

Basic Surgical Practicum

Spring 2020  
2019/20

# INSTRUCTIONAL PACKAGE

## Part I: Course Information

Effective Term: 2019/20

COURSE PREFIX: SUR 111

COURSE TITLE: Basic Surgical Practicum

CONTACT HOURS: 7

CREDIT HOURS: 7

### **RATIONALE FOR THE COURSE:**

Basic Surgical Practicum introduces the students to the actual surgical environment, where students become familiar with facilities, procedures, and practices of the working surgical environment. Students observe and begin participation in General, Genitourinary, Gynecologic, and Otorhinolaryngologic and Orthopedic procedures.

The student is required to attend the assigned HealthCare Facility orientation. Clinical rotations are scheduled weekdays, during the day only, two days a week for 9 hours daily, however, schedules may vary. The student will rotate through various clinical specialties at clinical sites, as assigned and actively participate, under the supervision of the clinical instructor and preceptor in all assigned surgical cases. The instructor and preceptor will coordinate rotation through central sterile supply and specialty areas.

The Surgical Technology students will not receive compensation for clinical assignments and cannot to hold employment in the capacity of surgical technologist during enrollment and/or prior to graduation from the Surgical Technology Program.

### **COURSE DESCRIPTION:**

This course includes the application of theory under supervision in the perioperative role in various clinical affiliations.

### **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 104 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. \*Surgical Technology for the Surgical Technologist Study Guide 5th Ed. Delmar Cengage Learning, 2017 ISBN 978-1-30-595643-8

3. Cengage Mindtap Access
4. Instrumentation for the Operating Room; A Photographic Manual 9th Edition Elsevier 2016; ISBN: 978-0-323-24315-5
5. LANGE Q&A Surgical Technology Examination 6th Edition ISBN 978-0-07-174576-5
6. Association of Surgical Technology Certifying Exam Study Guide - 3rd Edition Book, 2013 ISBN 978-0-926805-66-8 (Optional) (Suggested)

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

[BOOKSTORE.](#)

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

### **ADDITIONAL REQUIREMENTS:**

Scrubs

Lab Coat

Goggles

X-ray Badge

HGTC Backpack

Lanyard

ID Badge

OR Shoes

Clinical Journal and All Necessary Paperwork

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

Students will be required to scan and upload material to D2L. (Please contact IT at 5340 if you need instructions on how to do this)

### **TECHNICAL REQUIREMENTS:**

Access to Surgical Counts Website

Access to Desire2Learn (D2L), HGTC's student portal for course materials.

WaveNet and D2L 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\*:**

Assessments:

Clinical instructor observation, evaluation

Weekly preceptor evaluations

Clinical Case logs

Clinical Journal

Complete required Surgical Cases per AST Core Curriculum

Certification Review

Learning Outcomes:

Upon completion of this course, the motivated learner will function as a surgical team member; demonstrate proficiency during surgical interventions, as well as mastery of other objectives as stated below:

1. Demonstrate decontamination process of surgical instrumentation
2. Demonstrate instrument preparation, wrapping and sterilization process
3. Check supplies and equipment required for surgical procedures.
4. Scrub, gown and glove, demonstrating appropriate technique.
5. Set up the sterile fields with instruments, supplies, equipment and medication/solutions needed for the procedures
6. Demonstrate proper identification, handling and labeling of medications/solutions
7. Assess the anatomy, physiology and pathophysiology as applicable to each case
8. Participate in the "Time Out" prior to start of the surgical procedure
9. Identify the incision used for each procedure.
10. Perform appropriate counts with the circulator prior to the procedure and before the incision is closed.
11. Gown and glove additional surgical team members

12. Choose the patient position appropriate to the procedures
13. Assist with draping the sterile field.
14. Analyze the procedural steps appropriate to the surgical intervention.
15. Pass instruments and supplies to the sterile surgical team members during the procedures.
16. Describe the care of the specimens as appropriate to the procedures.
17. Maintain the highest standard of sterile technique during the procedures.
18. Prepare sterile dressings
19. Perform terminal activities of cleaning and preparation of instruments, supplies and the OR.
20. Discuss the postoperative considerations for patients requiring surgery.
21. Relate theory and laboratory instruction through preparation and practice in the clinical setting
22. Demonstrate interpersonal skills and conduct appropriate to the OR environment.
23. Create Clinical Case Journal
24. Apply Critical Thinking skills
25. Describe in detail surgical cases in procedural summary papers
26. Write a professional resume
27. Demonstrate information literacy through continuous certification review

#### Program Requirements:

Students will be required to document all surgical cases in the externship case log records. A faculty member will review case reports and ensure an appropriate case mix balance. Students will observe and begin participation in core and specialty cases with potential exposure to the following areas:

1. General Surgery
2. Specialty procedures
  - a. Cardiothoracic
  - b. ENT
  - c. Ophthalmic (eye)
  - d. Oral and maxillofacial
  - e. Plastic and reconstructive
  - f. GU
  - g. Peripheral vascular
  - h. Neurosurgical
  - i. Ob-Gyn
  - j. Orthopedics

k. Procurement/Transplant

3. Diagnostic Endoscopy:

- a. Bronchoscopy
- b. Colonoscopy
- c. Cystoscopy
- d. EGD
- e. ERCP
- f. Esophagoscopy
- g. Laryngoscopy
- h. Panendoscopy
- i. Sinoscopy
- j. Ureteroscopy

4. Labor and Delivery

Labor and Delivery

1. Total # of cases required: 135 (Required by HGTC) ARCSTSA requires 120 cases. The extra 10 that are required by the college can be in General Surgery or Specialty areas.
2. Students are required to complete 30 cases in General Surgery. Twenty of the cases must be in the First Scrub Role. \*ARC required
3. Students are required to complete a minimum of ninety (90) cases in various surgical specialties. Sixty (60) of those cases should be in the first scrub role and evenly, but not necessarily equally distributed between a minimum of four (4) surgical specialties \*ARC required
4. The Surgical Technology program is required to verify through the surgical rotation documentation the students' progression in First and Second Scrubbing surgical procedures of increased complexity as he/she moves towards entry-level graduate abilities.
5. Diagnostic endoscopy cases and vaginal delivery cases are not mandatory. However, up to 10 diagnostic cases and 5 vaginal delivery cases can be counted towards maximum number of Second Scrub Role cases. \*ARC required
6. Observation cases must be documented, but do not count towards the 135 required cases.

First Scrub Role:

80 % of cases must be performed in the First Scrub Role. The criteria required to count case as a First Scrub case is as follows.

- a) Verify supplies and equipment needed for the surgical procedure.
- b) Demonstrate Set up of the sterile field with instruments, supplies, equipment, medication(s), and solutions needed for the procedure

- c) Perform counts with the circulator prior to the procedure and before the incision is closed.
- d) Pass instruments and supplies to the sterile surgical team members during the procedure.
- 7. Maintain sterile technique as measured by recognized breaks in technique and demonstrate knowledge of how to correct with appropriate technique.
- 8. Second Scrub Role: 40% of cases must be performed in the Second Scrub Role.

The second Scrub role is defined as the student who is at the sterile field who has not met all criteria for the first scrub role, but actively participates in the surgical procedure in its entirety by completing any of the following:

- a) Sponging
- b) Suctioning
- c) Cutting Suture
- d) Holding retractors
- e) Manipulating endoscopic camera

Observation Role:

Is defined as the student who is in the operating Room performing roles that do not meet the criteria for the first and second scrub role. These observation cases are not to be included in the required case count, but must be documented by the program.

Students will progress toward meeting or exceeding the following minimum clinical case requirements in all rotations.

Minimum Case Requirement:

- 1) 135 cases
  - a. General: 30 cases
    - i. 20/First Scrub Role
    - ii. 10/Second Scrub Role
  - b. Specialties: 90 cases total
    - i. 60/First Scrub Role
    - ii. 30/Second Scrub Role
  - c. Endo/L&D: 10 cases of Endo can count toward your Second Scrub Specialty (Max)
    - i. 5 L&D cases can count toward Second Scrub Specialty (Max)

*\*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\***

*Online	25%
*Clinical	<u>75%</u>
	100%

## **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 ([ACADEMIC CALENDAR](#)). 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**

Clinical attendance required is 100%. All missed days will need to be made up at a time agreed to by the clinical site and the instructor. Failure to meet an attendance goal of 100% will put the student in an incomplete status that will prevent progression in the course.

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of eighty percent (80%) of his or her classes in order to be eligible to receive credit for any course. However, due to the varied nature of courses taught at the College, a more rigid attendance policy may be required by individual instructors. At a minimum, a student may be withdrawn from a course(s) after he or she has been absent in excess of ten percent (10%) of the total contact hours for a course. **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, 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 coaches** for most subject areas, **Writing Center Support**, and **college success skills**.
2. **On-line student success and academic support resources**.

Visit the SSTC website: [Student Success & Tutoring Center](#) and visit the student services tab in your WaveNet account to schedule appointments using TutorTrac. For more information, 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 any time.



### Student Information Center: WaveNet Central (WNC)

WNC offers to all students the following **free** resources:

1. **Getting around HGTC:** General information and guidance for enrollment!
2. Use the [Online Resource Center \(ORC\)](#) for COMPASS support, technology education, and online tools.
3. **Drop-in technology support or scheduled training** in the Center or in class.
4. **In-person workshops, online tutorials and more services** are available.

Visit the WNC website: [Wavenet Central](#). Live Chat and Center locations are posted on the website. Or please call one of the following locations: WNC Conway, 349-5182; WNC Grand Strand, 477-2076; and WNC Georgetown, 520-1473.

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 Beth Havens, Director of Student Development on the Conway Campus Jaime Davis, Counselor/Advisor on the Georgetown Campus or Kristin Griffin, Counselor on the Grand Strand Campus. These individuals 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.

Inquiries regarding the non-discrimination policies: Students 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](mailto: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, Section 504, Title II, and Title IX Coordinator, Building 200, Room 212A, Conway Campus, PO Box 261966, Conway, SC 29528-6066, 843-349-5212, [Jacquelyne.Snyder@hgtc.edu](mailto:Jacquelyne.Snyder@hgtc.edu).

**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).

<b>Inquiries regarding the non-discrimination policies:</b>	
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.	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.

<p><b>Dr. Melissa Batten, VP Student Affairs</b> <i>Title IX Coordinator</i></p> <p>Building 1100, Room 107A, Conway Campus PO Box 261966, Conway, SC 29528- 6066 843-349-5228 <a href="mailto:Melissa.Batten@hgtc.edu">Melissa.Batten@hgtc.edu</a></p>	<p><b>Jacquelyne Snyder, VP Human Resources</b> <i>Section 504, Title II, and Title IX Coordinator</i></p> <p>Building 200, Room 212A, Conway Campus PO Box 261966, Conway, SC 29528- 6066 843-349-5212 <a href="mailto:Jacquelyne.Snyder@hgtc.edu">Jacquelyne.Snyder@hgtc.edu</a></p>
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