



Horry-Georgetown
Technical College

COURSE INSTRUCTIONAL PACKAGE

SUR 113

Surgical Practicum III

Effective Term

Fall 2026

Part I: Course Information

Effective Term: Fall 2026

COURSE PREFIX: SUR 113

COURSE TITLE: Surgical Practicum III

CONTACT HOURS: 18

CREDIT HOURS: 6

RATIONALE FOR THE COURSE:

Surgical Practicum is a continuation of the Basic Surgical Practicum. Students are introduced to the actual surgical environment, where they become familiar with the facilities, procedures, and practices of the working surgical setting. Students observe and begin participating in General, Genitourinary, Gynecologic, Otorhinolaryngologic, and Orthopedic procedures.

COURSE DESCRIPTION:

This course includes supervised progression of surgical team responsibilities and duties of the preoperative role in various clinical affiliations.

PREREQUISITES/CO-REQUISITES:

SUR 101: Introduction to Surgical Technology
SUR 126: Principles of Surgical Pharmacology
SUR 102: Applied Surgical Technology
SUR 103: SURGICAL PROCEDURES I
SUR 104: SURGICAL PROCEDURES II
SUR 112: SURGICAL PRACTICUM II
AHS 102: Medical Terminology
BIO 210: Anatomy and Physiology I
BIO 211: Anatomy and Physiology II
ENG 155: Communications I
Humanities Elective

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

REQUIRED MATERIALS:

1. Surgical Counts Access

2. Pocket Guide to the Operating Room 4th Edition ISBN 978-0-8036-6839-3
3. Laptop with Camera and Microphone capability
4. USB
5. Scanner/Printer
6. 3 Ring Binder (2" rings)
7. Tab/Dividers:
 - a. HGTC Surgical Technology Program Handbook
 - b. Clinical Manual
 - c. Incident and Exposure Paperwork
 - d. Assigned clinical facility policy and procedure manuals
 - e. Preceptor Evaluation Paperwork
 - f. CS and Ancillary Services paperwork
 - g. Clinical Rotation Schedule
 - h. Sterile Technique Standards Handbook
 - i. Contact Information

Students should keep all materials in the clinical journal binder.

Access to Microsoft Teams for clinical debrief.

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:

Mandatory:

1. Ceil Blue Scrubs
 - a. Monogrammed: White (above left pocket)
2. Black Scrubs
 - a. Monogrammed: White (Above Left Pocket)
3. Mandatory Monogram wording:
 - a. First Line: HGTC
 - b. Second Line: Surgical Technology

c. Third Line: Student

4. Goggles
5. Blue shoes or Black (Athletic shoes will be accepted)
6. Student ID (worn in class and at clinical site)
7. Lanyard (optional)
8. CPR (BLS) updated annually.
9. Clinical Compliance up to date
10. Clinical Binder
11. Clinical Book bag/ Blue
12. Luggage lock
13. Luggage Name Tag

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.

ATTENDANCE VERIFICATION:

The Add/Drop Period is the first 7 days of the semester for **full term** classes.

Add/Drop periods are shorter for accelerated format classes. Please refer to the [academic calendar](#) for deadlines for add/drop. You must attend at least one meeting of all 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

IDENTIFICATION VERIFICATION:

Students enrolled in online courses will be required to complete identity verification. Please refer to your Instructor's Course Information Sheet for information regarding this requirement.

STUDENT COURSE EVALUATIONS:

Each semester, students are provided with an opportunity to participate in course evaluation surveys. These evaluations offer crucial feedback to instructors and the

College, leading to enhancement of educational quality. By completing these surveys, you play a key role in the ongoing improvement of teaching methods and course content, ensuring future students enjoy a better learning experience. Students are encouraged to complete these surveys as your active participation in this process reflects your dedication to your education and drives positive change.

CLASSROOM ETIQUETTE AND STUDENT RIGHTS AND RESPONSIBILITIES:

Cell phones are not allowed in the Operating Room.

All students will present themselves in a professional manner in all the following categories: dress, attitude, and hygiene.

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

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

Clinical Rotations:

- Assessments:
 - Preceptor Evaluations
 - Instructor Evaluations
 - Clinical Summary/Instructors
 - Procedure Phases Papers/Forms

Learning Outcomes:

- Receive Soiled Instrumentation and thoroughly clean instruments and equipment.
- Remove Bioburden from surface of Instrumentation and Transport cart.

- Demonstrate mechanical cleaning of Surgical Instruments and Equipment
- Demonstrate the use of the ultrasonic cleaner in bioburden removal.7CC
- Identify the chemicals used to free the instrumentation of bioburden
- Discuss the purpose of the three-sink method of cleaning in decontam
- Explain the appropriate operation of the washer-sterilizer.7CC
- Prepare decontaminated Instruments for use.
- Inspect instruments and prepare surgical trays for sterilization
- Apply the appropriate chemical indicators and filters to the rigid trays.
- Use knowledge of envelope wrapping and square wrapping for vendor trays
- Appropriately label and load all wrapped and rigid containers for sterilization
- Differentiate the types of sterilization processes and appropriately apply them to the surgical items being sterilized.7CC
- Differentiate between the various biological indicators and the applicable sterilization method.
- Demonstrate the proper technique of storing, handling, and distributing sterile supplies. 7CC
- Gather Sterile Instruments and supplies for scheduled cases using a surgeons preference card.7CC
- Demonstrate the knowledge necessary to operate sterilizer equipment.7CC
- Check supplies and equipment required for surgical procedures.7CC
- Scrub, gown, and glove demonstrate appropriate technique.7CC
- Assemble the sterile field with instruments, supplies, equipment, and medication/solutions needed for the procedures.7CC
- Assess the anatomy, physiology, and pathophysiology as applicable to each case.
- Identify the incision used for each procedure.7CC
- Perform appropriate counts with the circulator prior to the procedure and before the incision is closed.7CC
- Gown and glove additional surgical team members. 7CC

- Identify the patient position that is appropriate for each procedure performed.
- Assist with draping the sterile field.
- Analyze the procedural steps appropriate to the surgical intervention.
- “Pass” instruments and supplies to sterile surgical team members during the procedures.
- Demonstrate ‘Point of use “cleaning methods during surgical intervention. 7CC
- Describe the care of the specimens as appropriate to the procedures.
- Maintain the highest standard of sterile technique during the procedures.7CC
- Demonstrate knowledge of sterile technique in the surgical environment.7CC
- Prepare sterile dressings.
- Perform terminal activities of cleaning and preparation of instruments, supplies, and the OR.
- Discuss the postoperative considerations for patients requiring surgery.
- Demonstrate retention and integration of theory and laboratory instruction applicable to the clinical setting.
- Demonstrate interpersonal skills and conduct appropriate to the OR environment.
 - In-service Paperwork

****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*

Case Log:	25%
In-Service:	15%

Clinical/Case Prep:	25%
Evaluations:	<u>35%</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

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 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, refer to your Instructor's Course Information Sheet for any required on-site meeting times. In online courses, attendance is fulfilled through the submission of academic work. Please be aware that instructors may require exams to be proctored either online or at an approved testing site. If you choose to use a testing center other than those provided by HGTC, that center may charge a fee for its services.

Part V: Student Resources

THE STUDENT SUCCESS AND TUTORING CENTER (SSTC):



The SSTC offers all students the following **free** resources:

1. Academic tutors for most subject areas, Writing Center support, and Academic Coaching for college success skills.
2. Online tutoring and academic support resources.
3. Professional and interpersonal communication coaching.

Visit the [Student Success & Tutoring Center](#) website for more information. To schedule tutoring or coaching, 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 SSTC [Online Resource Center](#) to access on-demand resources.

STUDENT INFORMATION CENTER – TECH Central:



TECH Central offers all students the following **free** resources:

1. Getting around HGTC: General information and guidance for enrollment, financial aid, registration, and payment plan support!
2. In-person and remote assistance are available for Desire2Learn, Student Portal, Degree Works, and Office 365.
3. 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. You may also call (843) 349-5199.

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 have librarians and staff who can aid with research, computers to support academic research and related school-work, and individual/group study rooms. Printing is available as well at each location. Visit the [Library](#) website for more information or

call (843) 349-5268.

STUDENT TESTING:

Testing in HGTC courses may occur during regularly scheduled class time or online, with or without proctoring. Tests may be delivered in the following formats:

- Digitally through D2L
- In writing on paper
- Through a publisher platform (note: some publisher platforms carry an associated fee)

Tests may include time limits and may require proctoring depending on the course.

When proctoring is required and is not provided by the course instructor in the classroom, students may complete their test face-to-face at an [HGTC Testing Center](#) or another approved testing site, or online using HGTC's online proctoring provider. For more information about available proctoring options, visit the [Online Testing](#) section of the HGTC Testing Center webpage.

Students testing at an HGTC Testing Center should note the following:

- **Appointments must be scheduled at least 24 hours in advance.**
- **A physical, government-issued photo ID is required to test.**

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. Students seeking accommodations are encouraged to visit HGTC's [Accessibility and Disability Service webpage](#) for detailed information.

It is the student's responsibility to self-identify as needing accommodations and to provide appropriate documentation. Once documentation is submitted, the student will participate in an interactive process with Accessibility and Disability Services staff to determine reasonable accommodations. Students may begin the

accommodations process at any time; however, accommodations are **not retroactive** and will only be applied from the point at which they are approved. Students must contact the office **each semester** to renew their accommodations.

For assistance, please contact the Accessibility and Disability Services team at disabilityservices@hgtc.edu or 843-796-8818 (call or text).

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:

Our sincere commitment to both effective business management and equitable treatment of our employees requires that we present this Policy Statement as an embodiment of that commitment to the fullest.

Discrimination is conduct that includes unjust or prejudicial treatment based upon an individual's age, race, color, sex, religion, national origin, disability, and genetic information or any other protected classes deemed unlawful under State or Federal law that excludes an individual from participation in, denies the individual the benefits of, treats the individual differently, or otherwise adversely affects a term or condition of a person's working or learning environment. This includes failing to provide reasonable accommodation, consistent with state and federal law, to persons with disabilities.

All inquiries regarding the federal laws as they relate to discrimination on the basis of sex may be directed to Jen Riddei, Title IX Coordinator, Horry-Georgetown Technical College, Building 1100C, Room 107B, 2050 HWY 501 E, PO Box 261966, 843-349-5218, Jenifer.Riddei@hgtc.edu.

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, and Section 504 & Title II Coordinator, Horry-Georgetown Technical College, Building 1100C, Room 107A, 2050 HWY 501 E, PO Box 261966-6066, 843-349-5228, Melissa.Batten@hgtc.edu.

Employee and applicant inquiries concerning the federal laws and their application to the College may be directed to Jacquelyne Synder, Vice President, Human Resources and Employee Relations and 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.

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 sexual harassment, 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).

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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* that can be found [here](#).