INSTRUCTIONAL PACKAGE

SUR 120
Surgical Seminar

Spring 2024
Fall 2023/Spring 2024/Summer 2024

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: <u>Spring 2024</u>

COURSE PREFIX: SUR 120   COURSE TITLE: Surgical Seminar

CONTACT HOURS: 2 Lecture   CREDIT HOURS: 2

RATIONALE FOR THE COURSE:

This course provides an opportunity to reinforce fundamental knowledge of surgical technology theory as it applies to clinical practice. In addition, reviews, quizzes, and tests will be utilized to prepare the surgical technology student for the National Certification Examination.

COURSE DESCRIPTION:

This course includes the comprehensive correlation of theory and practice in the perioperative role.

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 Procedures III_105 Credit C
SUR: Surgical Practicum I_112 Credit C
SUR: Advanced Surgical Practicum_113 Credit C
SUR: Surgical Specialty Practicum_114 Credit C
PSY: General Psychology_201 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
Humanities Elective
***Online/Hybrid** courses require students to complete the [DLi Orientation Video](#) prior to enrolling in an online course.

REQUIRED MATERIALS:

Textbooks:
1. Surgical Technology for the Surgical Technologist: A Positive Care Approach 5th Ed. Delmar Cengage Learning, 2017 ISBN-13: 978-1-305-95641-4

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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 (Black with Ceil Blue embroidery)
3. White, Black, or Blue Shoes
4. House Lanyard and badge holder
5. 3 ring 2" binder with dividers
6. Blue and Orange Highlighters
7. Sticky Notes (recommended)
8. Flash Drive
9. Laptop (Wi-Fi, Camera, and Mic Capability) (Microsoft 365)
10. Printer/Scanner
11. Portfolio Folder

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
Access to Surgical Counts
Access to PeriOpSim
Access to LapSimST

STUDENT IDENTIFICATION VERIFICATION:

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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:

Student ID required for Lecture, Lab and Clinical.

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.
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. Please refer to the surgical technology handbook.

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.

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.

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COURSE LEARNING OUTCOMES and ASSESSMENTS*:

Analyze surgical interventions in a comprehensive structure.

1) Apply principles learned in all previous program courses including:
    a. Anatomy, physiology, and pathophysiology
    b. Computer applications and biomedical science
    c. Microbiology and aseptic technique
    d. Orientation to surgical technology
    e. Principles of surgical patient care
    f. Surgical equipment, instruments, and supplies
    g. Pharmacology, and anesthesia
    h. Surgical Procedures
    i. Wound healing, and suture
    j. Clinical documentation
    k. Clinical Debrief
2) Assessment and analysis of fundamental knowledge
    a. Review of specific content areas
        1. Wound Healing
        2. Stages of Bone Healing
        3. Types of Hernias
        4. Legal Doctrines
        5. Intentional and Unintentional Torts
        6. General Legal Terms
        7. Surgical Consent: informed and implied
        8. Principles of Electricity
        9. Bipolar and Monopolar ESU
        10. Lasers
            a) CO2
            b) NG:YAG
            c) Holmium: YAG
            d) Krypton Laser
            e) Excimer Laser
            f) Argon Laser
        11. Robots
        12. Bacteria
        13. Viruses
        14. Prions
        15. Disinfection, Decontamination, Sterilization
            a) Terminology
            b) Levels on disinfection
            c) Compounds
                1. Cidex
                2. Phenol
                3. Bleach
                4. Alcohol
            d) Ultrasonic Cleaner

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e) Washer-Sterilizer
f) Lubrication
g) Sterilization
1. Immediate Use Steam Sterilizer
2. Muslin p 155
3. Woven Textiles p155
4. Nonwoven p155
5. Rigid Containers p156
6. Steam p160-162
7. EtO
8. Sterrad
9. Steris
10. Basins
h) General Principles of Packaging
1. Chemical Indicator
2. Biological Indicators
3. Weight and Size
i) Blood Loss and Replacement
j) CPR
k) Malignant Hyperthermia p184
1. Dantrolene
l) Anaphylactic Reactions p185
m) Medication Actions p200-201
n) Routes of Medication administration p202
o) Forms of Drug Preparation p202
p) Medical Information p205
q) Units of measure and health calculations
r) Medication Uses in the Surgical Setting p213-227
s) Phases of General Anesthesia p231
t) Cricoid Pressure/Sellicks Maneuver
u) Surgical Procedures
1. Diagnostic
2. General
3. Obstetric/Gynecologic
4. Ophthalmic
5. Otorhinolaryngologic
6. Oral and Maxillofacial
7. Plastic and Reconstructive
8. Genitourinary
9. Orthopedic
10. Cardiothoracic
11. Peripheral Vascular
12. Neurologic
3) Develop a professional portfolio for potential employers.
a. Write professional resume.
b. Complete community service project.

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     c. Compose statement of professional goals.

d. Compile and present artifacts in professional manner

Course Assessments:

1) Professional Resume Assignment
2) Surgical Technology HESI exam with a score of 700
3) Certification Review Tests
4) Chapter Review Tests

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

GENERAL EDUCATION OUTCOMES:

This course fulfills the following General Education Outcomes through the HESI Exam. Upon completion of this course, students will be able to:

☒ Communicate effectively.

☒ Think critically.

☒ Self and professional development.

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.

Course completion requires that all Simulator Assignments have been completed, All CRQ, CRT, and SURGCOM tests are completed, Portfolio (Digital or Paper) has been completed. The HESI and NBSTSA Practice exams are completed with a passing score. Students who do not complete all requirements for the program will receive an incomplete for 2 weeks.

EVALUATION*

Tests	30%
Assignments	10%
Procedure Review	20%
Final Exam	<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

Surgical Seminar requires 100% attendance.
Two tardies will result in an absence.
Students who fail to meet the 100% attendance requirement will receive an incomplete until all time and assignments are made up.
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.

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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 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

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- 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

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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