

**Nashville State Community College
Healthcare Professions
Surgical Technology**

Master Course Syllabus

SURG 2399 NL

Special Topics in Surgical Technology

The purpose of the syllabus is to tell you how the course is organized, what the expectations are, and how you will be graded. In addition, there is important information about how the college will operate during severe weather and how the college will communicate with you. The syllabus is not a contract. Instead, it is meant to help you succeed in this course. If any of the content changes during the semester, you will be notified.

Course Information:

Prerequisite(s): Current enrollment in Surgical Technology Program

Course Title: Special Topics in Surgical Technology

Credits: 3

Lab Hours: 9

Course Description:

This course focuses on advanced topics in surgical technology and may be used to examine new technologies, policies, best practices, etc. as they evolve within the discipline. The course may also be used for independent study to meet exceptional needs of students or the workforce.

This course will provide a student the opportunity to investigate and report on a topic of special interest to that student or one that would benefit their employer or the community

A grade of "C" or above in all Surgical Technology curriculum courses must be earned prior to graduation.

Instructor Information:

Name:

Email:

Office Phone:

Office Location:

Office Hours:

Required Textbook(s) & Other Materials:

Once you have registered for your courses, you should make sure you have the correct textbook and materials for each course. Before courses begin, you can do this by looking up your courses on the bookstore's website (<https://www.bkstr.com/nsccestore/shop/textbooks-and-course-materials>) using your A# or by entering your course information. If you are registered with the Access Center and need an alternate format for the textbook and other course materials, please contact the Access Center at 615-353-3721, 615-353-3741, or accesscenter@nscce.edu

Digital Course Materials (DCM):

These ensure you pay less for your course materials and have easy access through D2L throughout the semester. When you registered for this course, the charge for these materials appeared on your account. If you decide you do not want to purchase the course materials embedded in NS Online, you can opt out of the program until the end of the second week of classes. If you opt out, you will be responsible for purchasing the required course materials on your own. For more information, please visit www.nscce.edu/dcm.

Honors Option: Honors credit is available in some classes. If you are interested in participating in the Honors Program, please see your instructor within the first four weeks of class.

Course Outcomes:

Upon successful completion of this course students will demonstrate knowledge of and ability to proficiently perform:

1. Proper preparation and disinfection of the operating suite
2. Proper use of supplies, furniture, equipment and instrumentation
3. Asepsis and sterile technique
4. Hand hygiene and the surgical hand scrub
5. Gowning and gloving oneself and others
6. Surgical counts and medication handling
7. Skin preparation and application of sterile drapes
8. Perioperative case management in the scrub and assistant circulator roles
9. Abdominal incisions, hemostasis and exposure
10. Wound closure, surgical dressings, and wound healing
11. Tissues replacement materials
12. Emergency patient situations

Course Competencies:

The following are detailed course competencies, or specific skills or knowledge, intended to help you achieve the course outcomes:

- Demonstrate professional behaviors consistent with a successful career in healthcare.
- The student will read, understand, and abide by the Ground Rules for Participation in Lab as a condition for attending Basic Skills.
- The student will demonstrate sterile conscience at all times and demonstrate concern for the patient as the highest priority.
- The student will demonstrate the ability to work in an appropriate role as a team member.
- The student will demonstrate professional behaviors, conflict resolution and communication skills adequate to prevent opinions, personal disagreements, or other factors arising from interpersonal interactions from adversely affecting his or her ability to deliver quality patient care.
- The student will demonstrate the ability to recognize, name and properly use common O.R. equipment and instrumentation.
- The student will demonstrate the ability to identify sterile/nonsterile areas in the O.R.
- The student will demonstrate the ability to recognize contaminations in the sterile field and to correct them.
- The student will demonstrate the ability to perform a proper hand scrub, properly gown and glove him/herself as well as another person, drape O.R. furniture, and open sterile supplies without contamination.
- The student will demonstrate the ability to complete case setups in common surgical specialties based on procedure and location of incisions (i.e. abdominal, extremity, etc.) and work efficiently from those setups.
- The student will demonstrate the ability to identify type and number of suture by package markings, and safely handle and properly load suture needles.
- The student will demonstrate the ability to identify and accurately count sponges, sharps, instruments and other countable items and will initiate counts at appropriate times.
- The student will demonstrate safe handling of medications.
- The student will demonstrate the ability to perform duties associated with proper intraoperative specimen collection.
- The student will demonstrate the ability to remain calm and appropriately focused while under stress in all three domains of learning (cognitive, psychomotor, and affective).
- The student will demonstrate ability to draw conclusions about sterile technique based on facts, reasons, observations, and evidence.
- The student will demonstrate the ability to think clearly and to consistently perform the skills performed by surgical technologist in the scrub role while under pressure.
- The student will demonstrate the ability to accurately and simultaneously perform several of the skills performed by surgical technologist in the scrub as well as perioperative duties of the assistant circulator role.
- The student will demonstrate the ability to perform proper sterile processing procedures.

Topics to Be Covered:

PPE and Surgical Hand Scrub
Opening Supplies & Instrument Set
Surgical hand scrub
Gowning/Closed gloving; Open gloving
Gowning/gloving another person
Establishing sterile field(s)
Placing instruments on back table
Setup procedure
Surgical counts
Orienting fields
Time-out Procedure
Passing instruments & sharps
Medication handling (initial & intraoperative)
Orienting fields
Timeout procedure
Accepting countable item
Sterile Draping
Specimen handling
Laparoscopic Case Management

Course Assessments:

The following performance assessments will be used to demonstrate students' understanding, knowledge, and skills:

*Tests will be objective, consisting of multiple choice, matching, and fill-in-the-blank questions unless stated otherwise.

GRADING OF SKILLS EVALUATIONS WILL FOLLOW THESE GUIDELINES:

COMPETENCE:

A COMPETENCY IS, "a standardized requirement for an individual to properly perform a specific job"

- EACH TIME A GENERAL COMPETENCY IS PERFORMED TO STANDARD, YOU WILL EARN 1 POINT
- EACH TIME A CRITICAL COMPETENCY IS PERFORMED TO STANDARD, YOU WILL EARN 2 POINTS
- THE COMPETENCY POINTS YOU EARN ON EACH SKILLS EVALUATION WILL COUNT TOWARD YOUR TOTAL FOR THE COURSE.
- COMPETENCIES THAT ARE NOT REQUIRED FOR A GIVEN SKILLS EVALUATION, BUT PERFORMED TO STANDARD MAY EARN A STUDENT ADDITIONAL COMPETENCY POINTS.
- EACH COMPETENCY MUST BE SUCCESSFULLY DEMONSTRATED AT LEAST TWICE DURING SKILLS EVALUATIONS DURING THE COURSE.
- DEMONSTRATION OF, OR FAILURE TO DEMONSTRATE A COMPETENCY IN A WAY THAT IS HAZARDOUS TO PATIENT SAFETY WILL RESULT IN LOSS OF ALL POINTS IN THAT SKILL.

STERILE TECHNIQUE:

- EACH TIME AN INSTANCE OF BAD STERILE TECHNIQUE OCCURS, YOU WILL LOSE 1 POINT.
- EACH TIME A CONTAMINATION OCCURS, YOU WILL LOSE 2 POINTS.
- AT THE END OF THE EVALUATION, YOU WILL LOSE 25% OF THE AVAILABLE POINTS IF YOU OR YOUR FIELDS ARE NOT STERILE.

TIME:

- FOR EACH MINUTE OVER THE ALLOWED TIME, YOU WILL LOSE 1 POINT

PROFESSIONALISM will be expected of each student at all times. Professionalism includes (but is not limited to) the demonstration of the following traits:

- Promptness
- Honesty
- Communication
- Appropriate Conflict Resolution skills
- Cooperation and teamwork
- Respect for others as well as yourself
- Proper attire and hygiene
- Personal control
- Acceptance of criticism with a positive attitude

FAILURE TO DEMONSTRATE PROFESSIONALISM WILL RESULT IN DEDUCTIONS FROM THE STUDENT'S GRADE AND MAY RESULT IN DISCIPLINARY ACTION.

- Repeated failure to maintain professional protocol will result in the student being removed from class.
- Minor breaches of professional protocol during a graded exercise will result in a 5 (five) point deduction each.
- Major breaches of professional protocol (characterized by aggression, anger, abusive behavior, loss of personal control, or repeated minor breaches) will result in a 26 (twenty-six) point deduction.

There will be a MID-TERM SKILLS EVALUATION to determine each student's level of progress with respect to basic skills and concepts of sterile technique. The mid-term exam will:

- Be graded as outlined above for Skills Evaluations
- Include skills and information covered in the first half of the semester
- Points earned on Mid Term are multiplied x5
- Determine 20% of the total points in the course.

The FINAL SKILLS EVALUATION will:

- Be graded as outlined above for Skills Evaluations
- Require the successful completion of all skills learned during the course
- Points earned on Final Skills Evaluation are multiplied x10
- A minimum score of 75% must be made on the Final Skills Evaluation to pass this course.
- The Final Skills Evaluation will determine 57% of the points in the course.

BOTH THE MID TERM AND FINAL SKILLS EVALUATIONS will not only measure a student's ability to perform individual skills but will emphasize the student's ability to:

- Perform accurately and consistently under stress
- Perform accurately and consistently in a timed exercise
- Adapt to unexpected situations with accuracy and consistency
- Maintain accuracy and consistency while performing many skills simultaneously

Grading Policy:

The following make up your course grade in SURG 2399:

Skills Evaluations	7%
Assignments	16%
Mid Term Skills Evaluation	20%
Final Skills Evaluation	57%
Total	100%

Classes must be completed with a C (75%) or higher to count toward the Surgical Technology or the Central Processing Technology Programs.

Grading Scale:

Letter Grade	Percentage Range
A	93-100%
B	84-92%
C	75-83%
D	66-74%
F	65% and below

FA

If you stop attending class or if you are in an online class and stop submitting assignments, but do not turn in a withdrawal form by the deadline, you are still enrolled in class. You will be given a grade of FA, which means you have failed due to not attending class and not completing your assignments. Please refer to the current academic calendar available on the Nashville State web site, looking for the date that indicates it is the “Last Day to Earn F for Attendance (FA).” If you stop attending your course after this date, you will receive an F.

FN

FN is awarded if you have never attended your course or done any of the work in an online course.

Late Work Policy & Make-up Procedures for Missed Assignments and Work:

Coursework will be carried out as a class at the time specified on the schedule unless other arrangements are made PROR TO the regularly scheduled time. If a student fails to complete coursework without making such arrangements, the score for that work will be recorded as ZERO

Attendance Policy

General Policy

If you have been exposed to COVID-19 or have tested positive, you must email virusinfo@nsc.edu.

- *Absences in a course may affect your final grade.*
- *Tardiness may also affect your final grade.*
- *You are responsible for all work/tests that occur during any missed course session(s) regardless of reason(s) for absence.*
- *If you are not well enough to attend a course session (class), you must notify the instructor as soon as possible before the scheduled course time.*
 - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*
- *If you have an unavoidable conflict with a scheduled course session, you must notify the instructor before the course session.*
 - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*

Instructor's Policy

Attendance is kept in this class and is not for the purpose of the College but is instead associated with the instructor's individual grading rubric. The attendance policy for this class is:

A student is expected to attend all scheduled classes and laboratories. Absences in a course may affect a student's final grade. The student is responsible for all assigned work in the course regardless of excused or unexcused absences. Tardiness may also affect a student's final grade.

- Students are expected to be on time, attend all scheduled classes, and stay for the entire class.
- An absence is defined as non-attendance for any reason, including illness or emergency.
- Arriving late to class or leaving early three times will be counted as one absence.
- Arriving more than 30 minutes late or leaving more than 30 minutes early will be considered an absence.
- When a third absence occurs, the student must meet with the course instructor.
- Absences in excess of five (5) will result in a failing grade for the class.
- Students are responsible for any work or presentation missed.
- Labs will be closed when class begins. If a student is late, they will be permitted to enter the lab when the lab takes a break.

For financial aid purposes, attendance is measured by participation in the course. Instructors can determine your level of participation in several ways. Some of those ways are:

- continued attendance
- participation in on-ground or virtual class sessions
- participating in D2L as prompted
- responding to an instructor's email
- posting to a discussion board
- completing and submitting assignments

Technology Statement

- All classes at the College are web enhanced. "Web enhanced" means that components of the course, such as assignments and online discussions, may be located online in the class D2L/NS Online course shell and used in the course, even if the course meets in a classroom on ground.
- You must have access to a computer and an internet connection to complete assignments, engage in online discussions, and access various course materials through D2L/NS Online course shells.
- You may also be required to use free video conferencing platforms (examples: Zoom, Teams, etc.) for course sessions and meetings.
- You will be responsible for appropriate dress while on video. This means that you are expected to dress as if you were in a classroom.
- You will be responsible for a distraction free environment while on video. This means that the professor and others in the course should not be able to hear noise in your home, such as cell phones, TVs, or barking dogs. The best way to do this is to keep yourself on "mute" until you need to speak.

- You will be responsible for making sure your background is neutral. Keep in mind that students and professors come from all around the world, and you are all a part of our community. Therefore, please avoid having images in your background that may be offensive to your classmates.
- Certain publisher materials, such as textbook figures, may not work on cellphones and may require a laptop or a tablet.
- If you have questions or concerns regarding access to a computer or internet resources, please contact your instructor. Additional information is available on this website: <https://www.nsc.edu/current-students/student-online-resources/access-to-internet-and-technology>.

Computer Labs

Computers are available for all Nashville State students to use at each campus during open hours. Open computer lab availability may vary from campus to campus.

You should check the NSCC website for current hours of operation.

D2L/NS Online and myNSCC

It is your responsibility to check your email in **both** D2L/NS Online course shells and your @my.nsc.edu (student email) on a regular basis. These are the official communication channels between the college and you. You are responsible for the information communicated through these email channels. D2L/NS Online emails contain specific course information and @my.nsc.edu emails contain important information from college offices, such as Financial Aid.

ADA Compliance Statement

If you need accommodations due to a disability, please do not hesitate to reach out to our Access Center. Disabilities for which you can receive accommodations include documented physical, emotional, and/or learning conditions. Nashville State is committed to supporting your success, and we encourage you to get assistance if needed. If you require accommodations for any courses in which you are enrolled, contact the Access Center at 615.353.3741 or 615.353.3721, or e-mail accesscenter@nsc.edu.

Classroom Misconduct

Disruptive conduct is not allowed in the classroom. Disruptive conduct is any behavior that prevents students from learning and interferes with the ability of the instructor to teach. This may change from course to course; therefore, your individual instructors will give you guidance on what qualifies as “disruptive conduct” in their courses. Please review the [Nashville State Student Code of Conduct policy](#). Please be aware that children are not allowed in class or to be left unattended on campus.

Academic Misconduct

You have started this academic journey to prepare for a future career. Because of this, it is important that you learn the materials being presented in your courses. For this reason, cheating, in any form, robs you of your opportunity to learn and master the material that will enable you to succeed in that future career. Nashville State has a clear [Academic Misconduct Policy](#) that you are expected to follow. In addition, your instructors will clarify what Academic Misconduct looks like and the consequences for

violations in each course that you take. The instructor has the authority to assign an “F” or a “zero” for such violations or for the semester grade.

Academic Early Alert System

If you are not doing well in your course, your instructor may send you an Early Alert through your @my.nsc.edu email. This email will go to your academic advisor and Student Success advisor, as well. If you get an Early Alert, contact your instructor immediately. Instructors send these when they want to help you figure out how to get extra support to pass the course. An Early Alert does not mean that you have already failed the course. Rather, it means you are in danger of failing the course if you do not change your learning strategy. Please use an Early Alert to your advantage and as an opportunity to improve your grade.

RAVE Emergency Alert System

You can log in to this free alert system to receive text messages about emergencies related to NSCC campuses: <https://www.getrave.com/login/nsc>. The instructions for this are listed below.

- Your RAVE Username is your NSCC email address.
- If you've never received an email from RAVE with your password, or if you need to reset your password, select “Forgot your password?” and a new password will be emailed to you.
- Should the RAVE system indicate “user not found”, select Register and create your own RAVE account.

Student Wellness

Your well-being is important to us. With this in mind, the college has several resources available to provide support when needed:

- Free tutoring: <https://www.nsc.edu/current-students/on-campus-resources/learning-center-and-tutoring>
- NSCC email, scheduling, online courses, textbooks, tech check out and support, computer labs on campuses, academic advising, financial advising, COVID-19 information and procedures on campuses: <https://www.nsc.edu/current-students/student-online-resources>
- Services that help with bus passes, food, childcare, textbooks, housing, financial counseling, personal counseling, suicide prevention, health insurance: <https://www.nsc.edu/current-students/on-campus-resources/student-support-services>

Equity Statement

We are taking steps to become more aware of the many different needs of students. Faculty, staff and administrators are committed to helping students find ways to meet their needs so that ALL students can reach their goals. Please ask for things you need.

Inclement Weather & Campus Closings

You get notices about campus closings in these places: text messages from RAVE and www.nsc.edu. Even when campuses are closed, you are still responsible for completing all assigned work. Check D2L/NS Online for a message from your instructor so you do not miss important assignments and due dates, which may change due to the campus closure.

Class Cancellation Policy

Our instructors post messages about cancelling classes in the D2L/NSOnline course shells and/or on the classroom door on campus. These messages can be found in the News and Content section or the Email tab in the online shell. Please check these to be sure that you take advantage of opportunities for learning and points toward your grade.