# **Montgomery College**

# **Surgical Technology Program**

# SURG 101/101L Surgical Technology I Syllabus

Course Title: SURG 101 Surgical Technology I 6 credit hours

Lecture: 3.20 hours Lab: 3.20 hours

Class: August 28, 2018 – December 11, 2018

Tuesday's 9:00am-12:20pm lecture 1:00pm – 4:20pm lab

Finals Week: December 11-14, 2018

SURG 101 CRN: 21266

SURG 101L CRN: 21267/

Instructor Information

Class Instructor: Shaakira Scott, CST

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Lab Instructor: Shaakira Scott, CST & Anjel Jaxen, CST

### Important Student Information Link

In addition to course requirements and objectives that are in this syllabus, Montgomery College has information on its web site (see link below) to assist you in having a successful experience both inside and outside of the classroom. It is important that you read and understand this information. The link below provides information and other resources to areas that pertain to the following: student behavior (student code of conduct), student e-mail, the tobacco free policy, withdraw and refund dates, disability support services, veteran services, how to access information on delayed openings and closings, how to register for the Montgomery College alert System, and finally, how closings and delays can impact your classes. If you have any questions please bring them to your professor. As rules and regulations change they will be updated and you will be able to access them through the link. If any student would like a written copy of these policies and procedures, the professor would be happy to provide them. By registering for this class and staying in this class, you are indicating that you acknowledge and accept these policies.

### http://cms.montgomerycollege.edu/mcsyllabus/

### Course Description

Continues established of the skills and techniques needed for preparing the operating room for surgical procedures. Legal, ethical, and moral aspects are covered in addition to perioperative case management.

### **General Course Information:**

This traditional course meets on campus on Tuesdays 9:00am – 12:20pm for didactic and 1:00pm-4:20pm for lab instruction.

The course consists of fifteen on campus class and lab sessions. The course is designed in a specific sequence to prepare you to anticipate the needs of the surgeon and care for the surgical patient. You must know how to assess situations in the operating room. To do this you will have to develop critical thinking skills to competently assist the surgeon and in your role in the perioperative routines. It is important that you follow the sequence to master your course objectives.

### Course Objectives:

- 1 Compare and contrast profession organizations related to the Surgical Technology profession.
- 2 Analyze the American Hospital Association's Patient's Bill of Rights.
- 3 Demonstrate the key elements related to developing a surgical conscience.
- 4 Describe perioperative routines.
- 5 Discuss the role of morality during ethical decision making.
- 6 Analyze the scope of practice issues as they relate to surgical technology.
- 7 Discuss the principles of patient confidentiality including verbal and written.
- 9 Interpret the legal responsibilities of the surgical technologist and other surgical team members
- 10 Assess the resources that aid the Surgical Technologist in interpreting and following professional standards of conduct.
- 11 Analyze major concepts inherent in professional practice law.

Compare and contrast intraoperative considerations and surgical care for

- 12 pediatric patients, patients who are obese, diabetic, immunocompromised, geriatric, or experiencing trauma.
- 13 Demonstrate principles of team work and types of communication in the surgical environment.
- 14 Perform mock surgeries in the first scrub and assistant circulator.
- 15 Describe the application and safety concerns of thermoregulatory devices.
- 16 Discuss methods and types of documentation used in the operating room.
- 17 Discuss, demonstrate, and apply the principles of surgical positioning.
- 18 Distinguish and assess cultural and religious influences on the surgical patient.
- 19 Distinguish and assess the physical, spiritual, and psychological needs of a patient.
- 20 Evaluate the role of the risk management department in the health care facility.
- 21 Identify and describe hazards to the patient in the operative environment.
- 22 Identify cleaning procedures, traffic patterns, and routines required in the operative environment.
- 23 Identify developing emergency situations and discuss treatment of the patient.
- 24 Identify support services that work with the operating room team in the care of the patient.
- 25 Identify the physical components of the operating room.
- 27 Discuss the basic considerations for urinary catheterization.
- 28 Discuss the principles of monitoring urine output.
- 29 Demonstrate urinary catheterization.
- 30 Demonstrate the identification process for a surgical patient admitted to the surgical suite.
- 31 Identify and demonstrate principals and methods of patient transportation.
- 32 Discuss methods of patient transportation.
- 33 Discuss the factors related to the family members and transportation of the patient.
- 34 Analyze laboratory reports in relationship to patient diagnosis and intervention.
- 35 Analyze the legal concepts of obtaining informed surgical consent.
- 36 Compare and contrast the types and characteristics of various catheters and drainage devices.

- 37 Correlate the correct drainage device for each drain.
- 38 Compare and contrast the conceptual differences between gravity and vacuum drainage.
- 39 Prepare catheters and drains for intraoperative use.
- 40 Prepare anchoring devices for drains.
- 41 Compare and contrast different types of skin preparations.
- 42 Compare and contrast different chemical agents used for skin preparation.
- 43 Describe the steps and rationales for surgical skin preparation.
- 44 Discuss goals of communication
- 45 Distinguish between assertive and aggressive behavior.
- 46 Demonstrate body language and non-verbal communication.

### Text & Supplies

Surgical Technology- Principles and Practice

Author: Joanna Kotcher Fuller

7<sup>th</sup> edition

Optional-AST 5<sup>th</sup> edition Surgical Technology for the Surgical Technologist A positive Care Approach

### Course Requirements:

This course requires that the student relate the didactic instruction to laboratory practice. The successful completion of this course is determined by the learner's ability to perform the techniques satisfactorily and pass a final exam in didactic instruction and pass lab competencies.

#### Grading:

100-90 A 89-80 B

# 79-78 C

77 and belowF

### Grades will be determined by:

Exams x 3	20%
Surgical Instrument Quizzes	20%
Post Lab Evaluations	20%
Demonstration of Lab Competency	S/U
Homework/In class Assignments	20%
Cumulative Final Exam	20%

# Any student receiving a grade below "C" in this course must repeat it satisfactorily before taking successive courses.

# Students must earn a 'Satisfactory' grade in lab competencies to pass the course.

# Appealing a Grade

If you do not agree with a grade you received on any course assignment, lab assignment, homework, case study, or exam you will have one week to contest that grade from the date the grade was posted.

# **Course Policies**

Late Assignments will received a 20% reduction in grade and will not be accepted after one week of the posted deadline.

### Make-up Exam Policy

No make-up exams will be given unless you present a physician's note, proof of court appearance, or concurring documentation. You must present the note as well as make a time to test with the teacher the following class.

### Exam Review Policy

Exams will be given on campus. Students will have the opportunity to review and discuss exams directly after taking the exam. Exams may be reviewed in person during scheduled on campus office hours which are posted at the beginning of this syllabus.

# **Important Links for Students**

(Updated April 2, 2015)

Academic calendar. When is Spring break? When are midterm exams? When does the Spring semester begin? http://cms.montgomerycollege.edu/edu/department2.aspx?id=16456

### ADA Information and Compliance:

http://cms.montgomerycollege.edu/edu/Department.aspx?id=53990

Alert Montgomery System. Sign up for Alert Montgomery the official emergency communications service for Montgomery County, MD. During a major crisis, emergency or severe weather event, Montgomery County officials can send event updates, warnings and instructions directly to you on any of your devices. https://member.everbridge.net/index/1332612387832009#/login

**Code of Conduct**. If you have questions regarding behavioral expectations: <u>http://cms.montgomerycollege.edu/WorkArea/DAsset.aspx?id=35945</u>

**Counseling & Advising.** Academic advising and short term counseling. http://cms.montgomerycollege.edu/edu/secondary1.aspx?urlid=4

**Disability Support Services**. If you are requesting a reasonable accommodation related to a disability:

http://cms.montgomerycollege.edu/edu/secondary5.aspx?urlid=52

**Forms:** graduation, involuntary withdraw, change of major, appeals. http://cms.montgomerycollege.edu/edu/department2.aspx?id=10072

Learning Centers and Academic Support Centers. If you are a student who would benefit from tutoring and/or support in reading, writing languages, mathematics, Science, and Technology: http://cms.montgomerycollege.edu/learningcenters/ **Safety, Security, & Emergency Operations Plan.** Contacts for security offices, Emergency guidelines & procedures, evacuations, Montgomery College Alert, Emergency Guidelines for Individuals with Disabilities, <u>http://cms.montgomerycollege.edu/edu/plain2.aspx?id=4087</u>

**Sexual Harassment or Discrimination**. Office of Equity and Diversity. <u>http://cms.montgomerycollege.edu/edu/Department2.aspx?id=65693</u>

Compiled by Jay Marciano, Faculty Council & TP/SS Faculty Senate Chair, April 2, 2015

# **Attendance Policy**

Students are expected to attend every class. If you will not be present please advise your instructor prior to the start of class when possible. In cases involving excessive absences from class, the instructor may drop the student from the class. An excessive absence is defined as one more absence than the number of classes per week during a fall, spring, or summer semester; the number of absences is pro- rated for accelerated sessions. Students are expected to attend every class.

# Withdrawal and Refund Dates

"It is the student's responsibility to drop a course. Non-attendance of classes or failure to pay does not constitute official withdrawal. It is recommended that faculty either specify the drop deadline date on the syllabus or provide the student with the following directions. To view specific drop deadlines

- 1. Log into your MyMC account:
- 2. Click on "My Class Schedule" under Student Quick Links
- 3. Select the current term
- 4. Click on "View Drop Deadline Dates" at the bottom of the page"

# Audit Policy

All students registered for auditing a class are required to consult with the

instructor before/during the first class session in which they are in audit status. Students are

required to participate in all course activities not including exams unless otherwise agreed upon by the student and instructor at the time of consultation.

Failure to consult with the instructor or to so participate may result in the grade of "W" being awarded. This action may be taken by the instructor by changing the "AU" to "W" before the drop with "W" date.

# **Delayed Opening or Closing of the College**

In instances of inclement weather, utility failure or other reasons, it may be necessary to delay opening or suspend all operations of the College or an individual campus. In the event that the College is closed due to unforeseen circumstance please check the MC website, local TV and radio for school closures.

Students are strongly encourage to check MC internal communication systems when the College is closed.

Students must sign up for Montgomery College Alert. http://cms.montgomerycollege.edu/EDU/Plain2.aspx?id=4106

Closings or delays are also usually highlighted in red on the Montgomery College website homepage.

Also check your Montgomery College email for closings, delays and updates.

If the college is **not closed** students who are experiencing power outages should contact me. If the college is closed all on-campus activities are cancelled. However you will be expected to complete and stay up to date on assignments for that class period.

# **Communication**

The Montgomery College e-mail account is the official means of communication between the faculty member and the student. It is the student's responsibility to check their MC e-mail for College and class information. It is recommended that you check this account frequently for official communication. Some items you may find there are: course announcements, invoices, important admission/registration information. This email does allow a forwarding option for you to automatically receive these emails into an inbox that you do check frequently. However, it is still the students responsibility to check their email regularly.

To check your e-mail, log into your MyMC online account and locate the e-mail icon in the upper right hand corner of the page.

Face to Face lab sessions follow a given structure, as follows:

- Case Study/BSI review and discussion
- Question/answer session.
- You will then view a video of the procedure.
- Surgical procedure demo where skills, techniques and protocols will be emphasized and specific questions will be answered about the 'first scrub role' for each surgical procedure.
- Return demonstration by the student, practice and one on one instruction. Skills for the Surgical Technologist in the first scrub role and

assistant circulator role will be introduced and practiced.

- Case Studies are due at the beginning of lab when assigned.
- Competency check offs will be announced by the lab instructor.

Full attendance for didactic and lab hours required. Three points will be deducted from the final grade for every unexcused absence. The SURG program adheres to the Montgomery College attendance policy.

# Check Assignments Weekly Assignments and dues dates are subject to change.

Week/Date	Readings/Topics	Assignments
Week I 8/28	Review perioperative routines Chapter 2 Communication and Team work	<ol> <li>Ch. 2</li> <li>Blood Borne pathogens video</li> <li>Communication game</li> <li>Lab:</li> <li>Prepare for clinical. Laparoscopic</li> <li>Cholecystectomy and convert to open</li> <li>Review Major lap set and laparoscopic instruments</li> </ol>

Week 2		
9/4	Continue Chapter 2	1. Read the Chapter.
	Chapter 3	Complete workbook chapter 3.
	Law, Documentation, And Professional Ethics	<ol> <li>Attend lab session. Review Sutures, Staplers, Drains, &amp; Specialty Dressings.</li> </ol>
	Introduce:	. ,
	Anorectal and Gastrointestinal (GI) Instruments	Introduction to Anorectal and Gastrointestinal (GI) Instrumentation.
		Discuss and Demonstrate Assistant Circulator Role.

Week 3		
9/11	Continue with Chapter 3	<ol> <li>Read the case studies.</li> <li>Start workbook questions Ch. 18</li> </ol>
	Read Chapter 18 Moving, Handling, and Positioning the Surgical Patient	<ul> <li>3. Attend Lab:</li> <li>Transferring and transporting the patient <ul> <li>Lateral transfer</li> <li>Bed to Wheelchair</li> <li>Lying to sitting position (Preparation for wheelchair)</li> <li>Sitting to standing position</li> <li>Standing position to wheel chair</li> <li>Wheelchair to bed</li> <li>Assisting a falling patient</li> <li>Bed to Gurney</li> </ul> </li> </ul>

Week 4 9/18 Continue Chapter 18 Urinary Catheterization P. 373 in chapter 19	<ol> <li>Read the case studies.</li> <li>Finish workbook Ch. 18</li> <li>Attend Lab:         <ul> <li>Patient positioning</li> <li>Supine</li> <li>Trendelenberg/Reverse</li> <li>Lithotomy</li> <li>Discuss positional on the orthopedic table (fracture table)</li> <li>Sitting(Fowler's) or Beach chair</li> <li>Lateral (Sims)</li> <li>Prone</li> <li>Jackknife (Kraske)</li> <li>Urinary catheterization Male/Female</li> <li>Urine specimen collection</li> <li>Catheter bags/measuring urine</li> </ul> </li> </ol>
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Week 5 9/25	Exam #1 Chapters 2 & 3	<ol> <li>Read the case studies.</li> <li>Start Ch. 20 workbook</li> <li>Attend Lab:</li> </ol>
	Read Chapter 19 Surgical Skin Prep and Draping Instrument Quiz #1 Anorectal, GI GYN/GU INSTRUMENTATION	Skin Preparation: • Two-Stage Prep • Eye • Ear • Face • Neck • Breast • Shoulder • Arm • Hand • Abdomen • Back • Vagina • Penis and Scrotum • Leg and Foot • Hip Introduce GYN & Genitourinary (GU) Instruments

Week 6 10/2	Continue Chapter 19 Mid Term Evaluation	<ol> <li>Read case studies.</li> <li>Finish Ch. 20 Workbook</li> <li>Answer review questions at the end of the chapter (self- test)</li> <li>Attend Lab: Draping The Surgical Site         <ul> <li>Abdomen</li> <li>Lithotomy (perianal) leggings</li> <li>Leg</li> <li>Hand or Arm</li> <li>Shoulder</li> <li>Shoulder</li> <li>Head Drape</li> <li>Craniotomy</li> </ul> </li> </ol>
Week 7 10/9	Read Chapter 6 Diagnostic and Assessment Procedures	<ol> <li>Read case studies.</li> <li>Start Ch. 6 Workbook</li> <li>Attend Lab: Vital signs         <ul> <li>Temperature</li> <li>Pulse</li> <li>Respirations</li> <li>Blood Pressure</li> </ul> </li> <li>Case study: Cervical Cone Biopsy</li> <li>GYN and GU Instruments</li> </ol>

Week 8		
10/16	Continue Chapter 6	<ol> <li>Read case studies.</li> <li>Finish Workbook Ch. 6</li> </ol>
	Instrument Quiz #2 GYN and GU	<ol> <li>Attend Lab. Introduction to ENT/Ophthalmology Instruments.</li> </ol>
	Introduce ENT/Ophthalmology Instruments	Case Study: Vaginal Hysteroscopy
Week 9		1. Complete Ch. 8 workbook
10/23	Exam #2 Chapters 18, 19, and 6	2 Attend Lab:
	Read Chapter 7 Environmental Hazards	Case Study- Tonsil & Adenoids removal
	ENT/Ophthalmology Instruments	ENT/Ophthalmology Instrumentation
Week 10 10/30	Read Chapter 5	1. Complete Ch. 5 Workbook
	The Patient	2. Attend Lab:
		Case Study- Cataract Extraction
		ENT/Ophthalmology Instrumentation

Week 11 11/6	Read Chapter 14 Post anesthesia Recovery	<ol> <li>Complete Ch. 14 Workbook</li> <li>Attend Lab:</li> </ol>
		<b>Case Study- FESS</b> ENT/Ophthalmology Instrumentation

Week 12 11/13 Week 13 11/20	Continue Chapter 14 Instrumentation Quiz #3 ENT/Ophthalmic Instruments Exam #3 Chapters 7 and 14	<ol> <li>Read the case studies.</li> <li>Answer review questions</li> <li>Attend Lab:         <ul> <li>Case Study- Liver Biopsy</li> </ul> </li> <li>1. Attend Lab:             <ul> <li>Case Study- I &amp; D (Incision &amp; Drainage) of abscess</li> <li>.</li> </ul> </li> </ol>
Week 14 11/27 Week 15 12/4	Open Class/ Review of all tests Final Review	Attend Lab: Case Study- Diagnostic Laparoscopy Lab: Make Ups
, Week 16 12/11	Comprehensive Final 12/11	