



**INSTRUCTOR CONTACT INFORMATION**

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Office Location: Gateway 107

Office Hours: See Starfish and also posted outside office door

**CREDIT**

3:0:18

**MODE OF INSTRUCTION**

Face to face

**PREREQUISITE/CO-REQUISITE:**

Acceptance into the Respiratory Care Program

Prerequisite: BIOL 2301, BIOL 2101, BIOL 2302, BIOL 2102, Math 1332, RSPT 1201, RSPT 1213, RSPT 1310, RSPT 1325, RSPT 1160

Co-requisite: RSPT 2414, RSPT 1311

**COURSE DESCRIPTION**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

**COURSE OBJECTIVES**

Upon completion of this course, the student will be able to

1. Apply text book learning plans, the theory, concepts and skills that are involved with the use of specialized materials and tools.
2. Explain while demonstrating equipment procedures
3. Maintain patient confidentiality by practicing regulations, laws and HIPPA standards
4. Apply safety practices through information from the chart and patient history by using the necessary precautions on ALL patients
5. Works as a team member
6. Demonstrates appropriate written (medical records) and verbal communication skills by using the correct terminology of the medical profession.

7. Review/Collect and evaluate patient records.
8. Recommend Procedures to collect pertinent data
9. Evaluate and monitor patient's responses to Respiratory Care Procedures
10. Determine appropriateness/Recommend/perform modifications to Respiratory Care Procedures
11. Perform and demonstrate competency of the following procedures:  
Chest assessment, patient assessment, x-ray interpretation, nasal cannula, non-rebreather mask, air entrainment mask, pulse oximetry, aerosol face mask, Incentive Spirometry, Mucus Clearance Adjuncts, Chest Physiotherapy
12. Setup, deliver and monitor and evaluate patient response to
  - a. Oxygen therapy (nasal cannula, NRB mask, Air entrainment mask)
  - b. pulse oximetry.
  - c. aerosol oxygen delivery devices (trach mask, T-tube, aerosol mask)
  - d. Incentive Spirometry
  - e. Mucus clearance adjuncts
  - f. Chest Physiotherapy
13. Properly document in the medical record
14. Take a hand off report from others and perform a hand off report.
15. Demonstrate competency in the affective, psychomotor and cognitive domains as documented in the student evaluation section of the dataarc system.

## **Course Outline**

Competencies required for completion of this course

- A. Chest/Patient assessment (not in Trajecsyst – Use Vital signs)
  1. Equipment and patient preparation
  2. Implementation of Procedure
  3. Evaluate and monitor patient response
  4. Follow up to implementation, evaluation and monitoring.
  5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
  6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy given.)
- B. X-ray interpretation (not in Trajecsyst)
  1. Equipment and patient preparation
  2. Implementation of Procedure
  3. Evaluate and monitor patient response
  4. Follow up to implementation, evaluation and monitoring.
  5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
  6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy given)

given.

- C. Nasal cannula (w/ bubble humidifier set-up as needed)
  - 1. Equipment and patient preparation
  - 2. Implementation of Procedure
  - 3. Evaluate and monitor patient response
  - 4. Follow up to implementation, evaluation and monitoring.
  - 5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
  - 6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy given.)
- D. Venturi Mask – Air entrainment mask
  - 1. Equipment and patient preparation
  - 2. Implementation of Procedure
  - 3. Evaluate and monitor patient response
  - 4. Follow up to implementation, evaluation and monitoring.
  - 5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
  - 6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy given.)
- E. Non Rebreathing Mask
  - 1. Equipment and patient preparation
  - 2. Implementation of Procedure
  - 3. Evaluate and monitor patient response
  - 4. Follow up to implementation, evaluation and monitoring.
  - 5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
  - 6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy.)
- F. Pulse Oximetry (w/O2 check)
  - 1. Equipment and patient preparation
  - 2. Implementation of Procedure
  - 3. Evaluate and monitor patient response
  - 4. Follow up to implementation, evaluation and monitoring.
  - 5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
  - 6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy)

given.

**G. Aerosol Face Mask**

1. Equipment and patient preparation
2. Implementation of Procedure
3. Evaluate and monitor patient response
4. Follow up to implementation, evaluation and monitoring.
5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy given

**H. Aerosol T tube**

1. Equipment and patient preparation
2. Implementation of Procedure
3. Evaluate and monitor patient response
4. Follow up to implementation, evaluation and monitoring.
5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy given

**I. Aerosol Trach Collar**

1. Equipment and patient preparation
2. Implementation of Procedure
3. Evaluate and monitor patient response
4. Follow up to implementation, evaluation and monitoring.
5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy given

**J. Incentive Spirometry**

1. Equipment and patient preparation
2. Implementation of Procedure
3. Evaluate and monitor patient response
4. Follow up to implementation, evaluation and monitoring.
5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)

6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy given.)

**K. Chest Percussion/ Mucous Clearing Adjuncts**

1. Equipment and patient preparation
2. Implementation of Procedure
3. Evaluate and monitor patient response
4. Follow up to implementation, evaluation and monitoring.
5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy given.)

**L. Small Volume Nebulizer**

1. Equipment and patient preparation
2. Implementation of Procedure
3. Evaluate and monitor patient response
4. Follow up to implementation, evaluation and monitoring.
5. Cognitive knowledge of procedure (indications, contraindications, equipment, troubleshooting, evaluating patient response, expected outcomes)
6. Satisfactory perform procedure. (Perform procedure accurately or be able to correct performance without injury to patient or decreasing effect of therapy given.)

**REQUIRED TEXTBOOK AND MATERIALS**

1. Royal Blue Scrubs (with LIT Patch)
2. Lab Coat (with LIT Patch)
3. Watch with Second Hand
4. Goggles
5. Scissors
6. Stethoscope
7. Black Pens
8. Calculator
9. Name Badge
10. Lit Patch
11. Tokens for Modules- [www.ketteringseminars.com](http://www.ketteringseminars.com)
12. Trajecsys Access
13. Current Healthcare Provider Certification- CPR
14. Required Text:
  - a. Dana Oaks Pocket Guide for Respiratory Care (ISBN # 0-932887-00-7)
15. Face shield
16. N95 mask – with fit testing

## ATTENDANCE POLICY

1. As outlined in the Respiratory Care Handbook.
2. Two allowed absences – (two 8-hour shifts)
3. Two absences are allowed without makeup. If you used your allowed number of days, you are not allowed to miss any more without a grade deduction.
4. If a student has perfect attendance, they may take the last two days of clinics off as long as all the coursework is completed and submitted prior to these days being taken off.
5. You are allowed two – 1 hr. post conference absences as outlined in the Respiratory care Handbook. For every absence beyond the two allotted, you will receive a 10% reduction in your overall grade.
6. If you are unable to attend clinics or class, you must call your clinical instructor **and the DCE**.
7. You must clock in when you arrive at the clinical site, and you must clock out on departure for the clinical site (within the Trajecs System). This is **mandatory**.
8. You must complete an activity log each day prior to leaving the clinical site (within the Tracjecs System). This is **mandatory**.
9. You must log physician contact each day prior to leaving clinical site (within the Tracjecs system). This is **mandatory**.
10. You must View your clinical evaluations (from your clinical instructor) weekly.
11. You must submit and external rotation sheets to clinical sites to [smhall@lit.edu](mailto:smhall@lit.edu) prior to Friday of the week you attended a special rotation
12. Clinical Schedule will be posted within Blackboard
13. You must attend clinical orientation and sign all appropriate documents.
14. Your post conference presentation is considered a test grade. Failure to present on your scheduled day will result in a zero.

*According to LIT policy: It is the student's responsibility to familiarize his or herself with the LIT Student Handbook and the Respiratory Care program student handbook.*

*Violation of the policies listed in the LIT Student Handbook and/or the Respiratory Care program student handbook will result in appropriate action being taken. Attendance is expected. Students are allowed 2 clinical absences per semester, with or without a Dr.'s excuse. Each absence, in excess of the allotted 2 absences, will result in a 10% reduction, per absence, in the student's final class grade. Example: 3 absences = a 10% reduction in final class grade, 4 absences = a 20% reduction in final class grade, etc. Deductions due to excessive absences will be applied to the student's final class grade at the end of the semester. Students with*

*approved absences shall be allowed to make up examinations and written assignments without penalty. This privilege does not extend to unapproved absences. The determination of whether an absence is excused or approved is the responsibility of the instructor, except in the case of an approved absence for an Institute-sponsored activity. If absences seriously interfere (whether approved or not) with performance, the instructor may recommend to the Department Chair that the student be dropped from the course. Absences resulting from extenuating circumstances will be evaluated by the program Director and/or Director of Clinical Education on a case-by-case basis. Proper documentation will be required to demonstrate the nature of the extenuating circumstance.*

*Examples of extenuating circumstances, and documentation, include:*

*-Hospitalization of an immediate family member (Hospital/Physician documentation must be provided)*

*-Death of an immediate family member (Memorial Pamphlet must be provided)*

*Students are to follow the absenteeism policy for each course as defined in the course syllabi.*

*If the policy is not followed, the student may enter into a Level I or II offense as defined in the Code of Conduct and Disciplinary Policy. It is the student's responsibility to notify and provide documentation to the Director of Clinical Education for each absence over the number allowed.*

*If you are rotating through a facility for a special rotation, you are to have the manager/therapist/staff member sign your rotation sheet verifying the date with time in and time out. Falsification of records is a Level III Offense. You are expected to adhere to your scheduled clinical rotation start and stop times.*

## **DROP POLICY**

If you wish to drop a course, you are responsible for initiating and completing the drop process by the specified drop date as listed on the [Academic Calendar](#). If you stop coming to class and fail to drop the course, you will earn an "F" in the course.

## **STUDENT EXPECTED TIME REQUIREMENT**

For every hour in class (or unit of credit), students should expect to spend at least two to three hours per week studying and completing assignments. For a 3-credit-hour class, students should prepare to allocate approximately six to nine hours per week outside of class in a 16- week session OR approximately twelve to eighteen hours in an 8-week session. Online/Hybrid students should expect to spend at least as much time in this course as in the traditional, face-to-face class.

## **COURSE CALENDAR**

Daily Assignments are given by your clinical instructor. Daily assignment vary to expose you to multiple areas of Respiratory Care

## **COURSE EVALUATION**

Final grades will be calculated according to the following criteria:

Modules:	10%
Final Exam:	20%
Physician contact: (15 points)	10%
Post Conference Presentation	30%
Evaluations:	30%

Student must demonstrate competency in all procedures of the course outline. Student will receive an F in the course if competency is not maintained or obtained.

You receive evaluations bi- weekly within clinics. You will find evaluations your instructors have completed on your progress located within the Trajecsys system. If you score less than a 3 in any category, you will be counselled and receive a plan for success. If you do not score at least a 3 in that category (for a second time), you will be dismissed from the Respiratory Care Program.

## **Course requirements**

A. Successful Competency in all procedures listed in course outline.

- Chest Assessment
- Patient Assessment
- CXR interpretation
- Nasal Cannula (NC)
- Aerosol T tube
- Aerosol Trach Collar
- Nonrebreather Mask (NRM)
- Aerosol Face Mask (AFM)
- Air Entrainment Mask (VM)
- Pulse Oximetry
- Chest Physiotherapy /mucus clearance adjuncts
- Incentive Spirometry

B. Modules: ([www.ketteringseminars.com](http://www.ketteringseminars.com)) – Modules must be completed and submitted to the assigned clinical instructor. If all modules are not completed a grade of I in the overall course will be assigned.

- RRT- TMC
- Patient Assessment A
- Patient Assessment B
- Patient Assessment C
- Patient Assessment D
- Patient Assessment E
- General Patient Care A

C. Fifteen Physician Contact points. (Documented in Trajecsys)

D. Your daily evaluations (which are done weekly) should be viewed weekly on the Trajecs sys system.

G. Grades will not be entered into blackboard weekly.

H. Completion of two case studies that will be presented during post conference. You must email your case study the night before your scheduled presentation. DO NOT miss your assigned case study presentation date. If you miss must miss your assigned case study date, you will be allowed to present upon your return; however, you will receive a 20-point deduction.

#### **GRADING SCALE**

A = 90 – 100

B = 80 – 89

C = 70 – 79

D = 60 – 69

F = less than 60

LIT does not use +/- grading scales

#### **Course Policies**

Exam dates and course schedule may be adjusted to facilitate student learning. If you have to miss an exam or presentation date, you must notify your instructor prior to the test time. Documentation for the missed exam must be provided to the instructor for an opportunity to take the exam. Exam must be taken on the first day of return. You must call and provide documentation for the missed exam, otherwise you will not be allowed to take the exam.

#### **Cell Phone Policy for all courses within the Respiratory Care Program classroom and clinical**

##### **In the classroom setting:**

- Cell phones must be silenced or turned off during class time.
- Cell phones will be placed in the appointed cell phone pocket hanger.
- Attendance will be taken from the cell phone hanger with assigned names.
- Any cell phone use in class will result in your dismissal from class.
- If cell phones are used during an exam, you will be dismissed from the Respiratory Care Program.
- Computer usage not relating to course content is prohibited and will result in your dismissal from the Respiratory Care Program.

##### **In the clinical setting:**

- Cell phone use is prohibited, except for clinical communications.

- Personal cell phone usage within patient care areas will result in dismissal from the Respiratory Care Program.
- Unapproved usage from your clinical instructor in “non -patient” care areas will result in disciplinary action according to the Respiratory Care Handbook.
- Comply with policies and procedures outlined in the Respiratory Care Handbook.
- Physician lectures are considered part of your clinical day. You are **required** to attend these lectures. If you do not attend, you will be considered absent for that day of clinic. Attendance will be taken.
- Submit to Covid screening for clinical attendance if required
- Follow Covid policy and procedures for each clinical facility

## **Classroom Behavior**

- No eating, no drinking, no disruptive behavior, and no children allowed in class please!
- During exams please put all of your belongings that include electronic devices against a wall in the classroom. If you have an electronic device out, then you will receive a zero on that exam. If you are caught cheating, then this can result in being dismissed from the program. Any calculator usage cannot be from a cell phone type device, (a calculator in which its only function is calculate)- no additional functions

## **AI Statement**

Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI / ChatGPT in their courses.

## **ACADEMIC DISHONESTY**

Students found to be committing academic dishonesty (cheating, plagiarism, or collusion) may receive disciplinary action. Students need to familiarize themselves with the institution’s Academic Dishonesty Policy available in the Student Catalog & Handbook at <http://catalog.lit.edu/content.php?catoid=3&navoid=80#academic-dishonesty>.

## **TECHNICAL REQUIREMENTS**

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at <https://lit.edu/online-learning/online-learning-minimum-computer-requirements>. A functional broadband internet connection, such as DSL, cable, or WIFI is necessary to maximize the use of online technology and resources.

## **DISABILITIES STATEMENT**

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email [specialpopulations@lit.edu](mailto:specialpopulations@lit.edu). You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](#).

## **STUDENT CODE OF CONDUCT STATEMENT**

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at [www.lit.edu](http://www.lit.edu). Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

## **STARFISH**

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.