DMSO 2366 Practicum III

CREDIT
3 Semester Credit Hours (0 hours lecture, 24 hours lab)

MODE OF INSTRUCTION
Face to Face

PREREQUISITE/CO-REQUISITE: Passed all previous sonography courses.

COURSE DESCRIPTION
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

COURSE OBJECTIVES
- Upon completion of this course, the student will be able to
  - Apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry

INSTRUCTOR CONTACT INFORMATION

Instructor:	Lacey Stinebrickner, BGS, RDMS
Email:	lfstinebrickner@lit.edu
Office Phone:	409-257-0061
Office Location:	Gateway Room 112
Office Hours:	Please see Starfish to schedule an appointment

REQUIRED TEXTBOOK AND MATERIALS
SCAN BOOK (1-1½˝ 3 ring binder; tab dividers)

ATTENDANCE POLICY
- Absences must be limited to serious illness and/or immediate family emergencies. The student is allowed 2 absences in a semester. Unexcused absences are not allowed. Catastrophic events are reviewed on an individual basis. The student will be dropped

Approved: Initials/date

one letter grade for each additional absence. Example: if a student has an 'A' in clinic and 5 unexcused absences, the 5th absence would reduce his/her letter grade to a 'D'. The student will then be dropped from the program. Absences of any kind after the first 2 must be made up at the end of the semester.

- When absent, the student is required to contact the instructor and clinical site.
- Arriving late for clinic or leaving clinic prior to the required time must be reflected on the clinical time sheet. Points will be deducted for missed time that is not made up. Make up time must also be reflected on the clinical time sheet.

> Final grade point reduction for hours (after 16) missed and/or not made up:
>> 0-2 hours = 2 points
>> 3-4 hours = 4 points
>> 5-6 hours = 6 points
>> 7-8 hours = 8 points

- How Clinic Attendance Is Recorded: **Total hours for the week are calculated (24 hours a week). When a student is tardy, absent, leaves early or is unaccounted for, that time is deducted from the 24 hours for that week and must be made-up during the week or the missed time is counted toward the two allowed absences.**
- When absent from clinic, call LIT 409-257-0061 (you may leave a message) and the clinical site. **Immediate letter grade drop if either is neglected.** Missed time must be made up by the end of the semester. Make up days must be approved by the clinical site and the clinical coordinator.
- If there is a day that you are required to come to campus instead of clinic on a clinical day, you are required to attend the event at the campus. If you are not at the event, you will be expected to be at clinic. Failure to attend clinic or the event will lead to an unexcused absence being awarded that will go toward your two absences limit.
- In the event that LIT is forced to cancel classes due to inclement weather, DMSO/DSAE classes and clinical rotations will also be cancelled. Notification of closures will be made through local radio and TV stations. Students out of the immediate broadcast area should contact the program Director for information.
- Every student must use the time clock at their clinical site to record their clinical hours. Missed punches will result in a reduction on the Clinical Evaluation grade of 1 point for every 2 missed punches in a 1 week period.
- Should a class field trip fall on a clinical day the student will be required to attend clinic if they choose not to go on the field trip. Should they choose not to attend either one they will be assessed a one day absence.
- Any absences during the last week of clinic must be made up regardless of the reason.

DROP POLICY
If you wish to drop a course, you are responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an "F" in the course.

COURSE CALENDAR

WEEK	TOPIC	READINGS (Due on this Date)	ASSIGNMENTS (Due on this Date)
1	Learning clinical policies, protocols Practice Scanning Exams and Observing procedures		
2	Practice Scanning Exams and Observing procedures		
3	TEST on Abdomen Complete #1 (Challenge)		October 9th
4	Practice Scanning Exams and Observing procedures		
5	TEST on Abdomen Complete #2 (Challenge)		October 9th
6	Practice Scanning Exams and Observing procedures		
7	TEST on Superficial (Challenge)		October 9th
8	SCAN BOOK Check #1 Clinical Evaluation of Student		October 9th
9	Practice Scanning Exams and Observing procedures		
10	TEST on GYN or (any term) (Challenge)		December 1st
11	Practice Scanning Exams and Observing procedures		
12	TEST on Optional (Challenge)		December 1st
13	Practice Scanning Exams and Observing procedures		
14	Practice Scanning Exams and Observing procedures		
15	SCAN BOOK Check #2 Clinical Evaluation of Student #2 Student Evaluation of clinical site Professional and Exam proficiencies		December 1st

* This schedule is subject to change at the discretion of the instructor.

COURSE EVALUATION

Semester grades will be calculated from the following criteria:

1.   Clinical Evaluations   25%

2.   Professional Qualities Proficiencies   20%
3.   Exam Proficiencies   20%
4.   Clinical Challenges   30%
5.   Exams Performed/Observed   5%
        (Exams: A= 100-81; B=80-71; C=70-61; Failing less than 61)

GRADE SCALE
- 93-100   A
- 85-92   B
- 77-84   C
- 69-76   D
- 0-68   F

Course Outline

A. Review of clinical forms (All located on Blackboard)
   a. Time Sheets
   b. Log forms
   c. Calendars
   d. Evaluations
   e. Proficiencies (Already have from last semester)
B. New procedures/equipment
   a. Ultrasound equipment
   b. PACS
   c. Patient Worksheets
   d. Protocols
   e. Work Area
C. Practice live patient scanning
   a. Room set up
   b. Equipment Selection
   c. Clean linen
D. Patient interaction
   a. Explanation of procedure
   b. Acquiring patient history
   c. Patient Positioning
   d. Image analysis
         i. Diagnostic
         ii.   Annotation
         iii.   Anatomy
         iv.   Pathology seen
   E. Paperwork
   F. Discussion of findings
   G. Scanning patients for grades:

a. Abdomen Complete #1
b. Abdomen Complete #2
c. Superficial
d. GYN or OB
e. Optional exam

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. 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. 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.

ADDITIONAL COURSE POLICIES/INFORMATION

- Maintains clean work environment.
- Challenge grades must be an A or B or the challenge must be repeated.
- An unacceptable performance rating on the student clinical evaluation form may result in clinical probation or expulsion.
- Demonstrates concern for the patient's care, need, safety, and right to privacy.
- Promotes a positive and collaborative atmosphere with other healthcare providers.
- Late work will be accepted at the penalty of 10 points for each late day. Incomplete forms will not be accepted; must have supervising sonographer signatures.
    a. 2-point reduction for each incomplete area (Signatures on Logbooks, Student Proficiencies, Professional Proficiencies, etc.)
    b. 5-point reduction for each missing area (handbook, time card, log books, Student Evaluation of Clinic, etc.)
    c. 5-point reduction for each day past the deadline for Scan Book checks.
    d. A "0" will be given for each assignment not done (Challenges, Proficiencies, Clinic Evaluation, etc.)