

DMSO 1267 Practicum II

CREDIT

2 Semester Credit Hours (0 hours lecture, 20 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: Tracy Ryals, RDMS, RVT

Email: taryals@lit.edu

Office Phone: 409-247-5130

Office Location: Gateway #115

Office Hours: Please see Starfish to schedule an appointment

REQUIRED TEXTBOOK AND MATERIALS

- SCAN BOOK
 - 1-1½" 3 ring binder
 - Tab dividers
 - Pencil pouch
 - Post-it notes
 - Small pocket notebook

ATTENDANCE POLICY

- ❖ Absences must be limited to serious illness and/or immediate family emergencies. The student is allowed 2 absences in a semester.

Approved: TR/May 2024



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OF TECHNOLOGY**

- ❖ **Excessive absences are not allowed.** Catastrophic events are reviewed on an individual basis. The student will be dropped 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 8) 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 or the missed time is counted toward the two allowed absences.**
- ❖ When absent from clinic, **contact your Clinical Instructor at 409-651-9743**, 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.
- ❖ In the event that LIT is forced to cancel classes due to inclement weather, DMSO classes and clinical rotations will also be cancelled.
 - Notification of closures will be made through the LIT emergency notification system.
- ❖ Every student must record their “in” and “out” time on the attendance log and each line must be signed by a supervising Sonographer.
 - A 1 point reduction will be awarded on the clinical evaluation grade for every 2 entries missed or not signed 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	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)	July 9 th
4	Practice Scanning Exams and Observing procedures	
5	TEST on Abdomen Complete #2 (Challenge)	Aug 12 th
6	SCAN BOOK CHECK #1 Clinical Evaluation of Student #1	July 9 th
7	TEST on Female Pelvis (GYN) #1 (Challenge)	July 9 th
8	TEST on Female Pelvis (GYN) #2 (Challenge)	Aug 12 th
9	Practice Scanning Exams and Observing procedures	
10	TEST on OB (any term) (Challenge)	Aug 12 th
11	SCAN BOOK Check #2 Clinical Evaluation of Student #2 Student Evaluation of Clinical Site Professional and Exam Proficiencies	Aug 12 th

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

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:
 - d. Female pelvis (GYN) #1
 - e. Female pelvis (GYN) #2
 - f. OB (any term)
 - g. Abdomen Complete #1
 - h. Abdomen Complete #2

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.
 - 2-point reduction for each incomplete area (Signatures on Logbooks, Student Proficiencies, Professional Proficiencies, etc.)
 - 5-point reduction for each missing area (handbook, time card, log books, Student Evaluation of Clinic, etc.)
 - 5-point reduction for each day past the deadline for Scan Book checks.
 - A "0" will be given for each assignment not done (Challenges, Proficiencies, Clinic Evaluation, etc.)