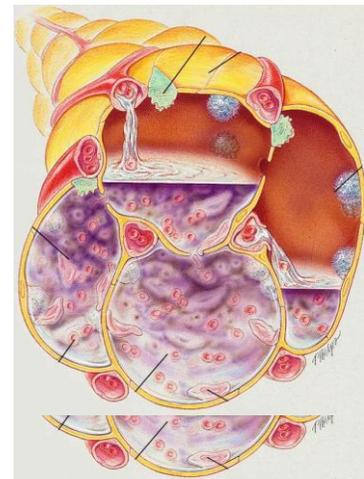
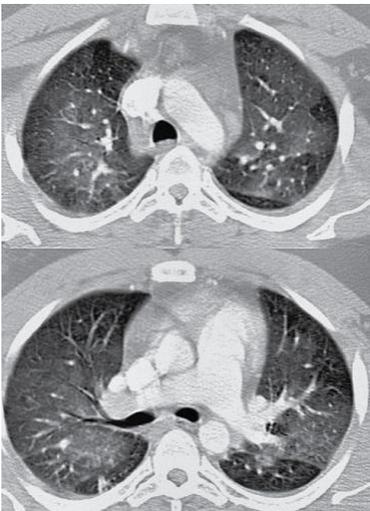


**JACKSON COLLEGE
RESPIRATORY CARE PROGRAM**



RES 101
Introduction to Respiratory Care
SYLLABUS
Fall 2017



INSTRUCTOR:	Ann Flint, EdD, RRT
OFFICE:	JW 245
OFFICE PHONE:	(517) 796-8684
CELL PHONE:	(616) 446-3856
EMAIL:	flintannm@jccmi.edu

Outline of Instruction

Division:	Health Sciences	Area:	Respiratory Care
Course Number:	RES 101	Course Name:	Introduction to Respiratory Care
Prerequisite:	None.		
Credits:	2		

Course Description/Purpose

The student in this course will be able to describe what a respiratory care practitioner does, where they work, the role of the respiratory care practitioner in patient care as well as to recognize the role of professional organizations in the career. Using a series of case studies the student will identify HIPAA violations. The student will be introduced to medical abbreviations, calculations commonly used in respiratory care, normal values for vital signs and the normal chest x-ray, basic heart /lung anatomy and physiology, lung volumes and capacities, and blood gas interpretation.

Major Units

1. What is a respiratory care practitioner, what are the professional organizations affiliated with respiratory care?
2. Basic Abbreviations
3. Normal values for vital signs and the normal chest x-ray
4. Health Insurance Portability and Accountability Act (HIPAA)
5. Basic Heart and Lung Anatomy and Physiology, lung volumes and capacities.
6. Respiratory Calculations
7. Arterial Blood Gas interpretation.

Educational/Course Outcomes

The course goals and objectives incorporate specific General Education Outcomes (GEOs) established by the JC Board of Trustees, administration, and faculty. These goals are in concert with four-year colleges, universities, and reflect input from the professional communities we serve. GEOs guarantee students achieve goals necessary for graduation credit, transferability, and professional skills needed in many certification programs. The GEOs and course objectives addressed in this class include the following:

Cognitive (ADO 7) Each student will be expected to: **Accurately perform calculations commonly used in respiratory care . ADO 7**

Academic Honesty Policy: If there is any suspicion of academic dishonesty, JC's Academic Honesty Policy will be followed and appropriate action will be taken, up to and including assigning a **failing grade** for the paper, project, report, exam, or the course itself (whichever is deemed necessary). To see the policy, visit: <https://www.jccmi.edu/wp-content/uploads/StudentCodeOfConduct.pdf>.

Incompletes Policy: (Excerpt from JC Policy) "A student may request an incomplete from the instructor. The incomplete will be granted only if the student can provide documentation that his or her work up to that point is sufficient in quality, but lacking in quantity, due to circumstances beyond the student's control. Furthermore, a written plan for making up the missing work within one semester must be completed by the student. Final determination of whether an incomplete will be given is the instructor's decision."

Class Conduct: Please recognize that all students have an equal right to a quality classroom experience. Behavior that would adversely affect the rights of another student (i.e. side conversations, disruptive actions, etc.) will result in those responsible being asked to leave for the remainder of the period and losing credit for any work that is missed.

Online Class Expectations: There are three expectations that will be enforced in the class:

1. First, participation is very important to successfully learn and retain course information. Therefore participation in class **activities** is expected and encouraged.
2. In addition, the **JC Respiratory Care Program Student Handbook** will be followed closely pertaining to classroom behavior. As stated in the Handbook, "Responsibilities borne by the student in maintaining an optimal learning environment include treating other students, instructors, respiratory therapists, and co-workers (e.g. nurses) with the respect afforded to fellow health care professionals." Mutual respect between the instructor and all students is expected at all times. Disrespect and other disruptive behaviors which inhibit the teaching and learning to which the entire class is entitled will not be tolerated. Any incidents will be handled in keeping with the disciplinary policy spelled out beginning on p. 16 of the **JC Respiratory Care Program Student Handbook**, and appropriate action taken up to and including **class expulsion**

- Thirdly, assignments are expected to be submitted by the assigned due date. They may be submitted at any time on the due date up to 11:59 pm with no penalty. In general, assignments that are late will be subject to a late penalty (5 pts/day deducted from the final grade for that assignment, for up to 8 days late to give a maximum of -40 pts for turn-ins late by one week; assignments submitted later than 8 days will lose an additional 10 pts/week).

Getting Extra Help: (Besides visiting me during office hours)

It can be very frustrating when you do not understand concepts and are unable to complete homework assignments. However, there are many resources available to help you with your study of respiratory care.

- CENTER FOR STUDENT SUCCESS:** Tutors (plus additional services for academic success) can be accessed by calling **796-8415** or by stopping by the **Center for Student Success Bert Walker Hall, Room 138**. Arrange to get regular assistance from a tutor. Students requiring special assistance (including those affected by the Americans with Disabilities Act) should contact the Center for Student Success. This is the first step in acquiring the appropriate accommodations to facilitate your learning.
- STUDY GROUP:** Find a study partner or a study group. Sometimes it helps to work through problems with another person.
- JETNET:** There will be material posted there to help students and allow them to ask questions of the instructor and/or the group.
- EMAIL:** The best and quickest way to get a hold of me, besides attending class, of course.
- Redo problems** from tests and homework assignments, particularly ones that you got wrong or have trouble understanding. Remember that you must crawl before you can walk. Similarly, you must have a good handle on the basics of respiratory care before you can master the advanced concepts.

“Jane’s Study Plan” (with permission): A student who was very successful in the nursing program offered to share what she did to be so successful.

- Read material before class.
- Write out (again!) every piece of information you need to study and quiz yourself. Have questions on one half of your paper (or on one side of an index card) and answers on the other.
- Spend at least **two hours** of study time for each hour spent in class. (**FOUR hours** of study per week for a 2-credit class).
- Take advantage of looking carefully at and learning from mistakes on work after it is handed back.

Office hours		
Mon 5-6 PM	Tues 11-5 PM	Others by appt

REFERENCE MATERIAL: **Textbook Zero:** All texts are available in digital format from the book store / many online sources.

Required Texts:

- Oakes’ Clinical Practitioner’s Pocket Guide to Respiratory Care, 9th ed., Oakes, Health Educator Publications INC, 2017, ISBN **978-0-9328-8758-0**. (**Oakes**)
- Lecture syllabus and other resources as selected.

NOTE: (Bold Name) represents how this text will be referred to

EVALUATION

If an accommodation is needed due to a documented disability—physical, learning, or otherwise—contact the **Center for Student Success** in **Bert Walker Hall, Room 138** (796-8415). Accommodations may be provided depending on the disability.

Course points are derived from unit exams, a lab score, quizzes and assignments, and a comprehensive final exam. Most testable material for unit and final exams is listed in unit objectives, but can also be based on relevant review questions from the previous term as well as other classes in this term, and may include additional material as covered in class outlines and lecture. Additional quizzes, assignments, case studies or exams may be assigned in addition to those scheduled.

The system for evaluation will consist of:

Discussion/Assignments:	60%
Quizzes:	40%

GRADING

To pass RES 101 the final course average score must be ≥ 76%.

Grading Scale for All Respiratory Care Courses:

4.0 = 93 - 100	2.5 = 80 - 83	1.0 = 68 - 72
3.5 = 89 - 92	2.0 = 76 - 79	0.5 = 64 - 67
3.0 = 84 - 88	1.5 = 73 - 75	0.0 = Below 64

Students will be expected to complete an **evaluation of the course on-line** in JetNet at the conclusion of the semester.