

Introduction to Respiratory Care

RES 101.I50 – Internet Based Learning

Fall 2021

Number of Credits: 2

Office Phone: (517) 796-8551

Days Class Meets: Internet-Based Learning

Contact Email: parkersarahg@jccmi.edu

Meeting Times: Internet-Based Learning

Virtual Office Hours:

Location: Internet-Based Learning

Mon - Wed: 9:00 – 3:00pm

Additional times by virtual appt

Instructor: Sarah Parker, MAOM, RRT, RRT-NPS

Online: JetNet course

Course Description

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, normal values for vital signs and the normal chest x-ray, basic heart /lung anatomy and physiology, lung volumes and capacities, and infection prevention.

Prerequisites

None.

Course Goals

The course goals and objectives incorporate specific General Education Outcomes (GEOs) and Essential Competencies (ECs) 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 and ECs guarantee students achieve goals necessary for graduation credit, transferability, and professional skills needed in many certification programs. The course objectives addressed in this class include the following:

- **Cognitive (EC 1):** Each student will be expected to **Accurately perform calculations commonly used in respiratory care.**

Course Objectives

Major Units:

1. What is a respiratory care practitioner
2. What are the professional organizations affiliated with respiratory care?
3. Health Insurance Portability and Accountability Act (HIPAA)
4. Basic Heart and Lung Anatomy and Physiology, lung volumes and capacities.
5. Infection Prevention.
6. Normal chest x-ray

Expected Time Commitment:

For each credit hour in this course, the student is expected to put in a minimum of three hours of study time. Use your time management skills to plan for a minimum of six hours each week. The best way to utilize your time is to set up a schedule in which you are participating early in the week and many times throughout the week (see discussion board requirements below). New weekly assignments will appear every Monday.

Textbooks/Reference Materials

Required Texts:

1. Oakes' Clinical Practitioner's Pocket Guide to Respiratory Care, 10th ed., Oakes, Health Educator Publications INC, 2021, ISBN 978-0-932-887-64-1. **(Oakes)**
2. Lecture syllabus and other resources as selected.

Bibilu

Please note, your opt out selection is for your *entire* semester schedule. You cannot opt out/opt into individual courses. And you must opt out by the due date of your first class, which is the 3rd day after the start of your earliest course.

For account billing questions, please contact the Jackson College Cashier at jccashier@jccmi.edu.

Ground Rules for Online Communication & Participation:

- Online threaded discussions are public messages, and all writings in this area will be viewable by the entire class or assigned group members.
- Posting of personal contact information is discouraged (e.g. telephone numbers, address, personal website address).
- Online Instructor Response Policy: I will check email frequently and will respond to course-related questions within 24 hours.
- Observation of "Netiquette": All your online communications need to be composed with fairness, honesty, and tact. Spelling and grammar are very important in an online course. Your level of professionalism has a direct correlation to the content you post.
 - Grammarly, is a free tool available to assist you during your online journey.
- Two words: **REMEMBER HIPPA**. Make sure never to identify patients or employees of your institution by name or title when commenting on your clinical practice experience. **The intent is that your experiences will be a valuable asset to this class – share them wisely.**

Guidelines for a Productive Discussion

- The discussion board is your space to interact with your peers related to current topics or responses to your peer's statements. It is expected each student will participate in a mature and respectful fashion.
- Participate actively in the discussions, having completed the readings, and thought about the issues.
- Pay close attention to what your classmates write in their online comments. Ask clarifying questions, when appropriate. These questions are meant to probe and shed new light, not to minimize or devalue comments.
- Think through and reread your comments before you post them.
- Assume the best of others in the class and expect the best from them.
- Value the diversity of the class. Recognize and value the experiences, abilities, and knowledge each person brings to class.

- Your posts should be more than four sentences and offer a different perspective, provide clarification, or provide a resource or new data.

Discussion Board Participation

It is necessary, for students to actively participate with each other and the instructor. You are required to post a minimum of 2 times on 2 different days each week. Initial posts are due each Wednesday by 11:59PM and your two responses are due each Sunday by 11:59PM. ***Your posts should be more than four complete sentences and offer a different perspective, provide clarification, provide a resource, or new data to receive full points.***

Grading Procedure

Course points are derived from discussion board postings and quizzes. The material for quizzes and discussions will be covered in assigned videos and readings and may include some additional material as assigned. Additional quizzes and assignments may be assigned in addition to those scheduled.

The system for evaluation will consist of:

- Discussion/Assignments: 60%
- Quizzes: 40%

Students will be expected to complete an evaluation of the course at the conclusion of the semester. This survey will be sent by Jackson College.

Grading Scale for All Respiratory Care Courses

To pass RES 101 the final course average score must be $\geq 76\%$.

GPA	Grade Range
4.0	93-100%
3.5	89-92%
3.0	84-88%
2.5	80-83%
2.0	76 -79%
1.5	73-75%
1.0	68-72%
0.5	64-67%
0.0	0-64%

Academic Honesty Policy

If I suspect you of academic dishonesty, I will follow JC's Academic Honesty Policy and take appropriate action up to and including assigning a failing grade for the paper, project, report, exam, or the course itself (whichever I deem necessary). To see the policy, visit: <https://www.jccmi.edu/wp-content/uploads/2701.pdf>

Plagiarism

Plagiarism is defined as the failure to give credit for the use of material from outside sources. Plagiarism includes but is not limited to:

- Submitting other's work as your own
- Using data, illustrations, pictures, quotations, or paraphrases from other sources without adequate documentation
- Reusing significant, identical or nearly identical portions of one's own prior work without acknowledging that one is doing so or without citing this original work (self-plagiarism)

Cheating

Cheating is defined as obtaining answers/material from an outside source without authorization. Cheating includes, but is not limited to:

- Plagiarizing in any form
- Using notes/books/electronic material without authorization
- Copying
- Submitting others' work as your own or submitting your work for others
- Altering graded work
- Falsifying data
- Exhibiting other behaviors generally considered unethical
- Allowing your work to be submitted by others

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."

Help

It can be very frustrating when you do not understand concepts and are unable to complete homework assignments. Please reach out if you are struggling with a topic. We can meet virtually if needed. These resources are also available to our students.

- **CENTER FOR STUDENT SUCCESS:** Tutors (plus additional services for academic success) can be accessed by calling **796-8415**. Arrange to get regular assistance from a tutor.
- **STUDY GROUP:** Find a study partner or a study group via virtual classroom. 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.

Accessibility

Jackson College understands that cultivating a broadly diverse community is crucial to our educational mission and to our foundational commitment to leadership and service. Jackson College is fully committed to ensuring our courses are accessible to everyone including those with disabilities. We are currently working to increase accessibility and usability of our course materials in order to meet or exceed the requirements of Section 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1991 and Web Content Accessibility Guidelines (WCAG) 2.0. For more

information about Jackson College's efforts to ensure accessibility please visit the [Jackson College accessibility web page](#).

If you have an accessibility need in any of our classes please e-mail the Center for Student Success at JCCSS@jccmi.edu or visit the [Center for Student Success web page](#).

At the Center for Student Success (CSS), we are committed to providing all students the opportunity to achieve academic success by providing a variety of support services free of charge to Jackson College students. This includes, but is not limited to, peer and faculty tutoring, mental health referral, temporary assistance with transportation, various workshops/seminars, and the TRIO program.

In addition, the CSS staff is committed to adapting the College's general services to meet the individual needs of otherwise qualified students with disabilities, for the purpose of providing equal access to all programs and facilities.

Attendance- Participation Policy

For online sections

Weekly online presence in class is required. If you are unable to contribute, please contact me immediately via email. You will be dropped from this course if you are not participating in weekly class activities.

In compliance with Federal Title IV funding requirements, as well as college initiatives, I will be monitoring student participation on a regular basis and officially reporting student activity throughout the term to assure compliance with college policy and federal regulations. It is imperative that you log in to the course and actively participate *within the first couple of days of the term* to validate your enrollment in the course. After that, not actively participating in class may result in you being withdrawn from the course. Being withdrawn from a course can have an impact on financial aid, billing, athletic eligibility, and housing status. As a college student you are responsible for how your participation impacts your academic progress; the accountability lies with you.

Caveat

Please note: The format and timing of this course may need to change due to unforeseen circumstances. In particular: school closings, instructor illness, weather, or other situations that may arise. If you are taking an in -person class, you will be required to complete a Reintegration Video Training course in JetNet prior to being admitted to campus. All COVID safety protocols in place are based on current guidelines and will be enforced while students are on campus.

Important Dates:

09/06/2021 MONDAY	LABOR DAY HOLIDAY – NO CLASSES
11/24/2021 - 11/28/2021 WEDNESDAY - SUNDAY	THANKSGIVING HOLIDAY – NO CLASSES
12/18/2021 SATURDAY	END OF FALL SEMESTER

RES 101 Semester Schedule

Week 1	Class Introductions What is a respiratory care practitioner? Discussion Post Quiz
Week 2	What are the professional organizations affiliated with respiratory care? Discussion Post Quiz Respiratory Care Specialty Areas Discussion Post
Week 3	Health insurance portability and accountability Act (HIPAA) Discussion Post Quiz Joint Commission Discussion Post Quiz
Week 4	Patient assessment - Physical Exam Discussion Post Quiz Lung volumes and capacities Discussion Post Quiz
Week 5	Diseases (Pathology) Discussion Post Quiz Respiratory System Anatomy Discussion Post Quiz
Week 6	Pharmacology Discussion Post Quiz Infection prevention Discussion Post Quiz
Week 7	Normal Chest X-rays Discussion Post Quiz RC Program application expectation and guidance Discussion Post