

Linn-Benton Community College

CMA 244 Clinical Block 2 Syllabus

Spring 2022

Credits: 5

Instructor: Melanie Wiens NCMA

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Office Hours: Mondays & Wednesdays upon request

Class Schedule: This class takes place on Tuesdays 8 am - 5 pm. Real time virtual lecture 8-10 am, In class lab 11 am - 5 pm. F2F attendance required.

Required equipment: Purple scrubs, watch with second hand, stethoscope.

Required Textbook: Kinn's The Medical Assistant, An Applied Learning Approach 14th Edition and Study Guide along with Competency Guide/Workbook

Course Description: This course prepared the student to perform clinical procedures and assist the medical provider in providing direct patient care, as well as performing various clinical procedures, including medication administration, charting, vaccination and forecasting, assisting in minor surgical procedures in the clinic. They will be competent to perform quality control and practice appropriate safety precautions.

Student Learning Outcomes:

Cognitive

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| II.C.5 | Identify abbreviations and symbols used in calculating medication dosages |
| III.C.3.b | Define the following as practiced within an ambulatory care setting: Surgical Asepsis |

Psychomotor

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| I.P.2.d | Perform pulmonary function testing |
| I.P.3 | Perform patient screening using established protocols |

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| I.P.4.a | Verify the rules of medication administration: right patient |
| I.P.4.b | Verify the rules of medication administration: right medication |
| I.P.4.c | Verify the rules of medication administration: right dose |
| I.P.4.d | Verify the rules of medication administration: right route |
| I.P.4.e | Verify the rules of medication administration: right time |
| I.P.4.f | Verify the rules of medication administration: documentation |
| I.P.5 | Select proper sites for administering parenteral medication |
| I.P.6 | Administer oral medications |
| I.P.7 | Administer parenteral medications (excluding IV) |
| I.P.8 | Instruct and prepare a patient for a procedure or treatment |
| I.P.9 | Assist provider with a patient exam |
| II.P.1 | Calculate proper dosages of medication for administration |
| III.P.10.a | Demonstrate proper disposal of sharps |
| III.P.10.b | Demonstrate proper disposal of regulated waste |
| III.P.3 | Perform handwashing |
| III.P.6 | Prepare a sterile field |
| III.P.7 | Perform within a sterile field |
| III.P.8 | Perform wound care |
| III.P.9 | Perform a dressing change |
| X.P.3 | Document patient care accurately in the medical record |

Affective

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| V.A.4 | Explain to a patient the rationale for performance of a procedure |
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Learning Activities:

1. Participating in laboratory activities and demonstrating skills.
2. Listening to lectures
3. Watching demonstrations of procedures to be performed
4. Watching video of medical assistant tasks

Methods of Evaluation: Quizzes, Final Exam, Return demonstrations, Class participation, Observation of professionalism and attendance.

Adjusted Grading Scale

Grading: **Quizzes**
 Final Exam
 Homework
 Projects

Course schedule by week:

1. Assisting with pap and pelvic exams, prenatal exams, breast and testicular exams and screening
2. Administering medications: Oral, Sublingual, Transdermal, and Parenteral
3. Injections and syringes: Forms, routes, needles
4. Injections, Intramuscular, Intradermal, Subcutaneous, Z-track, Intragluteal
5. Immunizations: Administration and site selection, Forecasting, Storage and transport, data requirements, VFC inventory
6. Peak flow, nebulizer, spirometry and administration of oxygen
7. Sterile technique, Clean technique, Assisting in minor surgical procedures, sterile gloving, sterile field set up
8. Dressing changes, wound care
9. Suturing and suture removal
10. Mandatory reporting and public health reporting

Homework: Homework is due on the date it appears in the LMS system. No late homework will be accepted. Homework will be graded on a completion only basis.

All competencies must be completed and submitted by Monday of Finals week in order to pass the class

Classroom Regulations:

1. Attendance is required
2. Cell phones are to be turned off during class time
3. During graded return demonstrations, students not currently testing must remain in class and practice skills or work on homework. Leaving class early must be arranged with the instructor prior to the day of class.
4. Children are not allowed in the skills lab during class periods.

5. No food or drink will be allowed in close proximity to your work areas during practice and demonstration periods.
6. Be prepared for in-class quizzes and testing

LBCC Disability Statement

Students who may need accommodations due to documented disabilities, or who have medical information which the Instructor should know, or who need special arrangements in an emergency, should speak with the Instructor during the first week of class. If you think you may need accommodation services, please contact Disability Services, 917-4789. LBCC students are expected to learn college rights and responsibilities. Please go to <http://www.linnbenton.edu/go/student-rights> to learn what you must and may do in college. All students need to follow the LBCC code of conduct. Students at LBCC will: take responsibility to learn material, participate in class, advocate for their needs, and know the rules. Students must follow all lawful directions of staff. Students must provide identification when requested by staff. Students must respect the learning space. Students must interact with everyone in a civil way. Students will follow safety rules. Students will be honest in work and interactions. Students will use equipment properly and return equipment on time.

Students will follow all college rules and all state and federal laws.

LBCC Comprehensive Statement of Nondiscrimination

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws. (For further information <http://po.linnbenton.edu/BPsandARS/>)

Academic Honesty

Because of various pressures to succeed, learners are often tempted to use dishonesty, plagiarism, and cheating to reach their goals. This is considered unethical. Cheating includes copying answers from someone else's paper with or without their knowledge, receiving copies of quizzes, and receiving foreknowledge of test questions. If cheating is suspected by observation of the instructor or fellow learner report to the instructor, a learner may be approached by the instructor. If proof of dishonesty, plagiarism, or cheating is discovered, the academic dean will be informed and the learner may be

given a failing grade. Learners have due process rights as outlined in the Student Handbook. ***In the practice of medicine and the healing arts, dishonesty is especially intolerable as people's lives and health are at stake!***