

# Washtenaw Community College Comprehensive Report

## CMC 116 Introduction to Clinical Skills

Effective Term: Fall 2014

### Course Cover

**Division:** Math, Science and Health

**Department:** Allied Health

**Discipline:** Clinical Medical Certification

**Course Number:** 116

**Org Number:** 15900

**Full Course Title:** Introduction to Clinical Skills

**Transcript Title:** Introduction Clinical Skills

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog , Time Schedule , Web Page

**Reason for Submission:** Course Change

**Change Information:**

Course description

Credit hours

Total Contact Hours

Distribution of contact hours

Pre-requisite, co-requisite, or enrollment restrictions

Outcomes/Assessment

Objectives/Evaluation

**Rationale:** Change in credit hours, contact hours and prerequisites.

**Proposed Start Semester:** Winter 2014

**Course Description:** Through class discussion, lecture, video and clinical simulation, students will be introduced to safety and emergency protocols and legal and ethical practices in the ambulatory setting. The title of this course was previously Clinical Application Skills.

### Course Credit Hours

**Variable hours:** Yes

**Credits:** 0 – 3

**Lecture Hours: Instructor:** 30 **Student:** 30

**Lab: Instructor:** 45 **Student:** 45

**Clinical: Instructor:** 0 **Student:** 0

**Total Contact Hours: Instructor:** 0 to 75 **Student:** 0 to 75

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

Audit

**Are lectures, labs, or clinicals offered as separate sections?:** YES (separate sections)

### College-Level Reading and Writing

College-level Reading & Writing

### College-Level Math

Level 3

### Requisites

**Prerequisite**

Admission to the Medical Assisting program.

and

**Prerequisite**

BIO 109 minimum grade "C+"

or

**Prerequisite**

BIO 111 minimum grade "C+"

and

**Prerequisite**

HSC 101 minimum grade "C+"

**General Education**

**Request Course Transfer**

Proposed For:

**Student Learning Outcomes**

1. Select and demonstrate appropriate protective equipment for a variety of procedures.

**Assessment 1**

**Assessment Tool:** Departmental test

**Assessment Date:** Spring/Summer 2017

**Assessment Cycle:** Every Three Years

**Course section(s)/other population:** All sections

**Number students to be assessed:** All students

**How the assessment will be scored:** Objective portions of the test will be scored using an answer key. Essay questions will be scored using a departmentally-developed rubric.

**Standard of success to be used for this assessment:** 80% of the students will score 75% or better on the exam.

**Who will score and analyze the data:** Departmental Faculty

**Assessment 2**

**Assessment Tool:** Skills Summary Sheet

**Assessment Date:** Spring/Summer 2017

**Assessment Cycle:** Every Three Years

**Course section(s)/other population:** All Sections

**Number students to be assessed:** All Students

**How the assessment will be scored:** Each skill performed will be evaluated and logged by the completion of the task.

**Standard of success to be used for this assessment:** 80% of students will successfully pass 100% of the skills checked off in class.

**Who will score and analyze the data:** Departmental Faculty

2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.

**Assessment 1**

**Assessment Tool:** Departmental Test

**Assessment Date:** Spring/Summer 2017

**Assessment Cycle:** Every Three Years

**Course section(s)/other population:** All Sections

**Number students to be assessed:** All Students

**How the assessment will be scored:** Objective portions of the test will be scored using an answer key. Essay questions will be scored using a departmentally-developed rubric.

**Standard of success to be used for this assessment:** 80% of the students will score 75% or better on the exam.

**Who will score and analyze the data:** Departmental Faculty

**Course Objectives**

1. Select appropriate barrier/personal protective equipment (PPE) for potentially infectious situations.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
2. Apply local, state and federal healthcare legislation and regulation appropriate to the medical assisting practice setting.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
3. Recognize the consequences of not working within the legal scope of practice.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
4. Recognize and report illegal and/or unsafe activities and behaviors that affect health, safety and welfare of others to the proper authorities.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
5. Develop a plan for separation of personal and professional ethics.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
6. Apply ethical behaviors, including honesty/integrity in the performance of all medical assisting practices.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
7. Examine the impact that personal ethics and morals may have on the individual's practice.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
8. Evaluate the work environment and identify safe vs. unsafe working conditions.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
9. Demonstrate the proper use of sharps disposal containers.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
10. Explain CLIA laws, and identify laboratory testing that can be done in an office without a CLIA license.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
11. Review an emergency and safety plan that typically resides in a physician's office.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.
12. Identify and respond to issues of confidentiality.  
**Matched Outcomes**
  2. Evaluate legal and ethical situations for practitioners related to professional, social and interpersonal healthcare.

**New Resources for Course**  
**Course Textbooks/Resources**

Textbooks

Booth, K., Whicker, L., Wyman, T.. *Clinical Procedures for Medical Assisting*, 5e ed. McGraw Hill, 2014, ISBN: 9780077657123.

Manuals

Periodicals

Software

**Equipment/Facilities**

<b><u>Reviewer</u></b>	<b><u>Action</u></b>	<b><u>Date</u></b>
<b>Faculty Preparer:</b> <i>Sherry Bishop</i>	<i>Faculty Preparer</i>	<i>Dec 15, 2013</i>
<b>Department Chair/Area Director:</b> <i>Connie Foster</i>	<i>Recommend Approval</i>	<i>Dec 16, 2013</i>
<b>Dean:</b> <i>Martha Showalter</i>	<i>Recommend Approval</i>	<i>Dec 19, 2013</i>
<b>Vice President for Instruction:</b> <i>Bill Abernethy</i>	<i>Approve</i>	<i>Feb 17, 2014</i>