

Allied Health

2024-2025

Kelly Williams, RN, BSN • Amy VanScoy, CNA, AAS

231-796-5805 x 1118

Program Description:

The Allied Health program at the Mecosta – Osceola Career Center is a one-year program that allows students the opportunity to explore different careers in healthcare. This program focuses on healthcare career fields and exploration in Sports Medicine, Massage Therapy, Respiratory Therapy, Diagnostic Imaging, Phlebotomy/Laboratory Services, and Dental Hygiene. Students also have the opportunity to experience work-based learning opportunities at local participating healthcare facilities. Students will participate in instructional activities, classroom discussions, assignments, and hands-on technical skill evaluations.

Instructors Credentials:

Kelly Williams, RN, BSN:

Standard CTE Certificate – Ferris State University
Bachelor of Science in Nursing - Ferris State University
Associate Degree in Nursing - Grand Rapids Community College
American Heart Association BLS Instructor / Trainer
Training Center Faculty American Heart Association McLaren Community Hospital

Amy Vanscoy, CNA, AAS:

Associate of Applied Science in Respiratory Care – Ferris State University
Certified Nursing Assistant Certificate
American Heart Association BLS Instructor

Textbook: Introduction to Health Science 2nd Edition/ By: Dorothy Winger and Susan Blahnik

Course Content (Perkins Competency Code)

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|-----------|---|
| A1 - A10: | Workplace Safety
Infection Control
Wellness / Health Maintenance
Legal Responsibilities / Ethics |
| B1 - B4 | Healthcare Communications & Terminology
Career Readiness / Teamwork
Health Informatics & Technology
Client Status / Academic Foundations |
| C1 - C8 | Anatomy & Physiology / Academic Foundations
Healthcare Delivery Systems
Workplace Safety
Career Readiness / Communication & Employability Skills |

Curriculum Program Map:

- Week 1: Orientation*
- Week 2-3: Welcome to Healthcare*
- Week 4: Communication & Listening Skills*
- Week 5-6: Infections Control / BBP Certification*
- Week 7-8: Vital Signs / Technical Skills / BP Certification*
- Week 9-12: Skeletal System / Sports Medicine*
- Week 13-14: CPR / FA*
- Week 15-18: Muscle System / Massage Therapy*
- Week 19: Career Readiness: Resume & MAP*
- Week 20-22: Cardiovascular System*
- Week 23-24: Professional Portfolio*
- Week 25-26: Legal / Ethical*
- Week 27-29: Respiratory System & Skills*
- Week 30-32: Dental Hygiene / Oral Cavity*
- Week 33-36: Laboratory Services / Waived Testing*
- Week 37-40: GI/GU/Nutrition*

Grades:

This course combines lectures, in-class exercises, and hands-on technical skills. There will also be individual written assignments, group assignments, and formal presentations by the students. Students will be measured and evaluated through written tests, technical skills, and professional career readiness skills. The formula to determine each student's grade is calculated by 70% of the grade in coursework and 30% on professional work ethic and attendance. This class requires students to actively participate in all activities and technical skill requirements.

Grading Scale (70% CTE Technical and Academic)

A	100 -93	C	76.99 – 73
A-	92.99 – 90	C-	72.99 - 70
B+	89.99 – 87	D+	69.99 – 67
B	86.99 – 83	D	66.99 – 63
B-	82.99 – 80	D-	62.99 – 60
C+	79.99 – 77	F	59.99 – 0

R.E.A.D.Y (30%)

Career Ready:

Daily participation scores are based on how ready you are for employment. **Are you R.E.A.D.Y.?**

→ RESPONSIBILITY

- Are you dressed appropriately?
- Do you follow the safety requirements of the classroom?
- Are you swearing?
- Are you following the class rules/expectations?
- Are you being safe?
- Are you using tools/equipment properly?

→ EFFORT

- Are you working on class/lab worksheets?
- Are you completing work on time?
- Do you have any missing assignments?

→ ATTITUDE

- Do you have a good attitude?
- Negative all the time?
- Are you following directions?
- Rude or disrespectful behavior?

→ DEPENDABILITY

- Are you absent a lot?
- Do you prearrange or call in?

→ YOU

- Are you making sure YOU are a good employee (student)?
- Are YOU trying to participate in class/lab? Or do you copy off of other students and not do any work yourself?

Attendance:

Attendance is a **MUST!** You have to be here to complete the program, activities and work will **NOT** stop just because you are not here! If you are going to be absent, you **MUST** call in! This is **MANDATORY!**

- You earn 5pts a day
- Your options are SR or Absent, no excused or unexcused
- SR absence, student gets 5pts
- Absent, pre arranged, 2pts per day
- Absent, communicated (must call in 5 minutes before class starts), ZERO pts per day
- Absent, no show, -5 per day
- Suspension, -5 per day
- Students can miss 2 days per term without excessive penalty, totalling 12 days per year
- On the 3rd and subsequent absences in the term, the student will earn -10pts per day
- On the 13th absence, students will be “terminated/pink slipped” receiving an extra -25pts each day, if this was also a no call it would make it -35pts

- Students can not make up no-call points
- Student can earn the 25 pts back from being “terminated/pink slipped” by completing additional assignments per instructor.

Tardy:

Being late at work would eventually cost you your job! A tardy is defined as not being in your seat at the start of class. For example, if you are not in your seat at 8:30 a.m., 12:40 pm and attendance is taken, you are tardy; being in the lab does not count as being at “class” on time. After 3 Tardies will be the same as 1 missed day in class, and will be added towards your 3 days absent for the 25 points.

Classroom Expectations

All students will be provided with a copy of the Mecosta-Osceola Career Center Handbook which is covered in class. Each student is expected to comply fully with all the rules and regulations of the Career Center. If a student refuses to abide by the rules and regulations of the Career Center, that student may be excluded from participation in this program.

Cell phones are not allowed in the Allied Health classroom unless given permission by the instructor to use for assignment purposes only. Cell phones are expected to be turned off and placed in the students backpack or in the cell phone case provided in the classroom.

Disciplinary action will be taken if the student is in violation of this expectation. See MOCC Student Handbook for violations.

All students will dress appropriately for the classroom. This includes but not limited to: close toed shoes, no jeans that have holes above the knee. no loose fitting tops with scoop necks, deep V-cut shirts or shirts that show the midriff. If students fail to wear proper attire they will be asked to change. If behavior continues disciplinary actions may occur - see disciplinary policy in the MOCC handbook. No hats are allowed in class.

Workbased Learning (Clinicals) Requirements

Students have the opportunity to experience many different healthcare fields such as diagnostic services, laboratory services, nursing, respiratory therapy, physical therapy, massage therapy and dental assisting / hygiene at local participating healthcare facilities. As part of this clinical experience students **must be up-to-date with immunizations** (Tdap, Hep B, MMR, Varicella), including annual flu, have / obtain a current TB skin test (must have a 2 step with a 7-21 days between 1st and 2nd test) and have a criminal background check (if applicable). Immunity to varicella will not be accepted (If the student had the chickenpox as a child but does not have physician documentation then one varicella vaccine still must be given.) If the student does not comply with these requirements they **will not** be able to participate in clinical experiences. As a result, the **student will not receive credit** for this section of the course.

COVID vaccine is not a requirement at this time.

Attending clinicals is a privilege and students are expected to conduct themselves in an acceptable manner that reflect the individual goals and the purpose of the Mecosta – Osceola Career Center. If at any time a student's conduct is unbecoming or does not represent the Mecosta – Osceola Career Center in a positive manner the principal / director of the MOCC will be contacted and disciplinary action will occur up to and including dismissal from the program. If students have an unexcused absence from their clinical rotation, the student must make up that experience on their own time. If the student does not make up their experience each absence will reduce their clinical grade by 10%.

Infection Control / Student Safety

This program is heavily focused on hands-on experience but with that experience also contains some risk. There will be at times while working in clinical settings or in the classroom that students may come in contact with infectious materials such as urine, feces, or blood. Infection control policies, safety precautions, and standard precautions will be used at all times. There will be zero tolerance for inappropriate behavior or violations of safety precautions during this time. If student behavior is a risk to themselves or others disciplinary actions will occur up to and including dismissal from the program.

The classroom itself has additional challenges as it relates to infection control. Students will be expected to clean their own equipment and areas.

Confidentiality

Federal legislation (HIPAA) protects the confidentiality of medical information and patient rights. Allied Health students should not discuss patient information with family members or others not involved with the patient's care. This includes having conversations in non-confidential areas. Gossip about patients, facilities, and co-students is considered a breach of confidentiality and the student can be withdrawn from the program.

Uniform

All students in the Allied Health program are required to wear a uniform at work-based learning facilities – more information will be presented during the first week of class on where to purchase and the color of the uniform. Students' uniforms must be wrinkle-free, clean, stain-free, and intact before they will be allowed to attend work-based learning opportunities. It is critical to look and act professionally at all times while at the facilities. Only closed-toed shoes are acceptable and must be black, white, or gray in color. There is no jewelry (except a watch) allowed, no long fingernails, acrylics, or color dips (polish may be worn but must not be chipped), and no visible body piercing – including tongue and hair must be pulled back. Students must adhere to the uniform policy. If a student(s) do not adhere to the policy they will not be allowed to attend the work-based learning facility and may be required to make up for the missed learning opportunity.

Student ID's

All students are required to wear their student identification badge while at work-based learning sites. ID's must be worn on the upper chest area – no badges are allowed to be clipped to the

bottom of your uniform scrub shirt. Student IDs are provided by the MOCC. If a student loses their ID badge and a replacement is needed there is an additional cost.

Cheating / Plagiarism

Cheating or plagiarism in any classroom or clinical work assigned is considered a serious offense. Plagiarism is the act of copying someone else's work and presenting it as your own. This would include copying directly from textbooks, other references, an internet site, or other students' work. It is a form of cheating and will result in the same consequences as cheating. All incidents of cheating and/or plagiarism will result in a zero for that assignment and a written discipline note in the student's record. Student submissions must be their own original work.

Missing Assignments / Makeup Work

Missing assignments/make-up work will be accepted until the end of that segment. Once a new segment starts no missing assignment or make-up work will be accepted for the previous segment. The grade will be entered into Skyward as a zero for that assignment.

MOCC

Mecosta-Osceola Career Center

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Allied Health Program

Mrs. Williams

I, _____, have read and understand the following sections as written in the Allied Health Program Syllabus. I agree to abide by the program requirements.

Print Student Name

Date

Student Signature

Parent Signature

Date