

# Course Syllabus

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**Department** : Emergency Services  
**Course Title** : Anatomy & Physiology for Medical Assistant  
**Section Name** : MDCA\_1409\_WB  
**Start Date** : 8/27/2012  
**End Date** : 12/14/2012  
**Modality** : ONLINE  
**Credits** :4

## Instructor Information

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**Name** : Steve Berry  
**OC Email** : sberry@odessa.edu  
**OC Phone #** : (432) 335-6471

## Course Description

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Emphasis on structure and function of human cells, tissues, organs, and systems with an overview of common pathophysiology as is relevant to the practice of Emergency medicine. In the online laboratory, students will learn how to calculate medication dosages and the anatomy of various organs and systems

## Prerequisites/Co requisites

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EMSP 1160; EMSP 1501 or Department Approval

ICO's

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1, 3

## Course Objectives

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The objective of this course is to provide the student with the level of detail in anatomy and physiology needed to enable the student to undertake further study in pre-hospital and in-hospital paramedic care. Students will identify and correlate cells, tissues, organs, and systems of the human body; differentiate normal from abnormal structure and function; and identify all body systems, their organs, and relevant pathophysiology, as well as learn to calculate medication dosages and Intravenous drip rates based on body weight and simulated protocols.

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*Learning Outcomes:* Utilize critical thinking skills and a systematic problem-solving process as a framework for analyzing the structure and function of multiple body systems and their base components in emergency and critical care settings; and to analyze common pathophysiology that may be encountered by the professional paramedic in the provision of care for patients and families.

### **Expectations for Engagement – Online Learning**

To help make the web-based learning experience fulfilling and rewarding, the following Expectations for Engagement provide the parameters for reasonable engagement between students and instructors for the online learning environment. Students and instructors are welcome to exceed these requirements.

#### **Reasonable Expectations of Engagement for Instructors**

1. As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will
  - provided my contact information at the beginning of the syllabus;
  - respond to all messages within 24 hours if received Monday through Thursday and within 48 hours if received Friday through Sunday; and,
  - notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of emergencies during the time I'm unavailable.
2. As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will
  - provide clear information about grading policies and assignment requirements in the course syllabus, and
  - communicate any changes to assignments and/or to the course calendar to students as quickly as possible.
3. As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will
  - post grades for discussion postings within one week of the discussion thread closing.
  - provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.

#### **Reasonable Expectations of Engagement for Students**

1. As a student, I understand that I am responsible for keeping up with the course. To help with this, I will

- line up alternative computer and internet access in case my primary computer crashes or my internet services is unavailable;
  - recognize that the college provides free wi-fi and computer labs during regular campus hours to help me with accessing my course; and,
  - understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my equipment or service is unreliable.
2. As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to
- getting “kicked off” of the system during tests or quizzes;
  - having trouble submitting assignments; and
  - dealing with a traumatic personal event.
3. As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will
- seek out help from my instructor and/or from tutors;
  - ask questions if I don’t understand; and,
  - access my course several times during the week to keep up with assignments and announcements.

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## Required Readings/Materials

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- a) You must purchase the following *required* readings/materials:

Anatomy and Physiology for Emergency Care 2e, Brady, Upper Saddle River, NJ 07458

Drug Dosage Calculations for the Emergency Care Provider 2e, Brady, Upper Saddle River. NJ 07458

- b) You are encouraged to buy the following *optional* books/materials

Pagana, K.D. & Pagana, T.J. (2006) *Mosby’s Manual of Diagnostic & Laboratory Test* (3<sup>rd</sup> Ed). Mosby: St Louis

Mosby (2006). *Mosby’s Dictionary of Medicine, Nursing, and Health Professions* (7<sup>th</sup> Ed.). Mosby; St Louis

Deglin, J. & Vallerand, A. (2006). *Davis Drug Guide for Nurses* (10<sup>th</sup> Ed.). Davis: Philadelphia

## Course Requirements (Lectures, Assignments and Assessments)

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Unit and final exams will be constructed from a random sample of the material studied in each unit. These questions will mostly be done in the form of multiple choice questions. However, there may be some matching, labeling and short essay questions. Drug calculation questions may also be on any major exam. Consult the course schedule for exam dates.

Unit and final exams will be constructed from a random sample of the material studied in each unit. These questions will mostly be done in the form of multiple choice questions. However, there may be some matching, labeling and true false questions. Drug calculation questions may also be on any exam. Consult the course schedule for exam details.

The final exam is comprehensive.

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### Topic/Overview:

#### Summary of Assignments & Activities

Item(Name)	Type	Description	Due*
Week 1	Homework and Discussion Board 1	Chapter 1/ Math 1	9/2/12
Week 2	Homework and Discussion Board 2	Chapters 2,3 / Math 2	9/9/12
Week 3	Homework and Discussion Board 3	Chapter 4 / Math 3	9/16/12
Week 4	Homework and Discussion Board 4, Unit Test 1	Chapter 5 / Math 4	9/23/12
Week 5	Homework and Discussion Board 5	Chapter 6 / Math 5	9/30/12
Week 6	Homework and Discussion Board 6	Chapter 7,8 / Math 6	10/7/12
Week 7	Homework and Discussion Board 7	Chapter 9 / Math 7	10/14/12
Week 8	Homework and Discussion Board 8	Chapter 10, Unit Test 2 Math 8	10/21/12
Week 9	Homework and Discussion Board 9	Chapter 11 / Math 9	10/28/12

Week 10	Homework and Discussion Board 10	Chapter 12,13 Math 10	11/4/11
Week 11	Homework and Discussion Board11	Chapter 14 / Math 11	11/11/11
Week 12	Homework and Discussion Board12	Chapter 15 Unit Test 3 Math 12	11/18/11
Week 13	Homework and Discussion Board13	Chapter 16 / Math 13	11/25/11
Week 14	Homework and Discussion Board14	Chapter 17, 18 / Math 14	12/2/11
Week 15	Homework and Discussion Board15	Chapter 19, 20 Math 15	12/09/11
Week 16	Homework and Discussion Board16	Unit Test 4 Final Math 16	12/12/11

### **Grading Policy**

Grades will be calculated as follows and averaged for the final course grade:

Average of 4 Exams 40%

Lab exercises/ Homework /Discussion Board 40%

Final exam 20%

All assignments must be turned in / completed on or before the due date no late assignments will be accepted unless arrangements have been made with the instructor prior to their deadline.

<b>Percentage %</b>	<b>Grade</b>
90-100	A
80-90	B
70-80	C
60-70	D

0-60	F

## Special Needs

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

## Learning Resource Center (Library)

The Library, known as the [Learning Resources Center](#), provides research assistance via the [LRC's catalog \(print books, videos, e-books\)](#) and [databases \(journal and magazine articles\)](#). [Research guides](#) covering specific subject areas, [tutorials](#), and the ["Ask a Librarian "](#) service provide additional help.

## Student E-mail

Please access your [Odessa College Student E-mail](#), by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

## Student Portal

Please access your [Odessa College Student E-mail](#), by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

## Technical Support

For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at [https://www.odessa.edu/dept/ssc/helpdesk\\_form.htm](https://www.odessa.edu/dept/ssc/helpdesk_form.htm).

## Important School Policies

For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or students and instructors' right to academic freedom can be found in the [Odessa College Student Handbook](#).