

KINGSBOROUGH COMMUNITY COLLEGE

Of
The City University of New York
Department of Nursing

ST 6 – Professional Strategies for the Surgical Technologist

Prerequisites: ST 5, ST5P

Corequisites: ST6P

Course Syllabus: 2008

Credit Hours: 1

Contact Hours: 2.0

Catalogue Description: This course helps the student to prepare for both certification and life in the work force. It is both a review course for certification as well as development of job-seeking skills to ensure that the student succeeds in a career path. Resume writing, and interviewing techniques are discussed. It will also review those requirements necessary for the Certified Surgical Technologist to complete recertification and continuing education throughout his/her career.

Course Overview: This course will assist the student to develop the knowledge and skills for them to succeed in the field of Surgical Technology. It will assist them in preparing and applying for certification and employment. The course meets 2 hours each week.

Course Objectives: Upon successful completion of this course the student will be able to

1. Discuss requirements for certification.
2. Describe job seeking skills and resume writing.
3. Master interviewing techniques.
4. Identify requirements for continuing education for recertification
5. Identify test taking strategies.

Topical Outline:

Unit I - Certification Review

Unit II - Job Seeking Skills

Unit III - Test Taking Strategies and Certification/Recertification Requirements

Teaching Strategies:

Lecture

Teacher-guided discussions

Diagnostic examination

Course Requirements:

1. Textbooks

Required:

Boegli, Emily H., Emily W. Rogers and Ann Marie McGuiness, *Complete Review of Surgical Technology*, 2nd edition, Prentice Hall, 2006

Recommended:

Caruthers, Bob L., *Surgical Technology for the Surgical Technologist: A Positive Care Approach*, AST Publishers, 3rd edition, 2008

Meeker, Margaret H. and Jane C. Rothrock, *Alexander's Care of the Patient in Surgery*, Mosby, 13th Edition, 2007

2. Attendance:

A student is deemed excessively absent when he or she has been absent 15% of the number of contact hours a class meets during a semester. When a student is excessively absent, a grade of "W" or "WU" will be assigned as described in the college catalog.

3. Health Clearance – CPR Training – Malpractice Insurance:

Students are required to have health clearance, malpractice insurance and evidence of CPR training prior to registration.

During the semester any change in the student's health clearance (e.g., serious illness, accident, pregnancy, etc.) necessitates evaluation by student health service. Student responsibility includes notification of the instructor and course coordinator. Health clearance must be maintained to continue course enrollment.

4. Evaluation:

Grades will be calculated according to college and departmental policy as follows:

A+	98-100
A	95-97
A	90-94
B+	88-89
B	85-87
B	80-84
C+	78-79
C	75-77
C	70-74
D+	68-69
D	65-67
D	60-64
F	59 and below
W	Withdrew without penalty
WU	Unofficial Withdrawal (Counts as failure)
INC	Term's Work Incomplete. Counts as "F" grade unless work is completed within six months.

Grades will be determined as described below:

Written Assignments & Exams	60%
Final Exam	40%

The Department of Nursing adheres to the Policies and Procedures on Academic Integrity as set forth by CUNY. See the Surgical Technology Student Handbook, the KCC Catalog and website for further details.

Students are expected to take all tests when scheduled. Exceptions to this rule will be for emergency situations and the faculty must know in advance.

Students who do not take a test on the scheduled date are required to take a makeup test. All makeup tests will be given at the end of the semester.

Students who fail to take the scheduled exams or makeup will receive a grade of zero for that test.

All written assignments must comply with college standards for written work. Written assignments are to be turned in during the class period on the date that they are due.

All assignments must be handed in by the end of the course to complete the requirements of the course. A late assignment will meet the requirements of the course but will not receive full credit. If written assignments are not submitted by the end of the course, the student will receive a grade of "F" for the course.

A conference with the instructor is required at mid-semester and at the end of the course to discuss the student's progress. Students may initiate conferences at other times.

5. Classroom Decorum:

All pagers, wireless phones, electronic games, radios, tape or CD players or other devices that generate sound must be turned off when any member of the academic community enters a classroom. Cellular devices are allowed to be on in the classroom only if the owner is using the caller ID, voice messages or a vibrating battery mechanism. Members of the academic community must exit the classroom to make or receive calls.

1. Retention Criteria:

Criteria for retention in the Program mandates that students must:

- a. receive no more than two grades under “C” in any pre or corequisites
- b. earn a minimum final grade of “C” in every Surgical Technology course.
- c. the student must repeat a Surgical Technology course once if the grade is below “C”
- d. a second grade below “C” will result in the student’s dismissal from the program.
- e. Students who fail a course achieving a grade of not less than “C-“ may apply to repeat the course one time only. Repeating the course is subject to space availability.
- f. Students must submit an **“Intent to Return to Surgical Technology Form”** outlining what they thought caused them to be unsuccessful and include a plan for success that demonstrates significant changes in how they will approach the course when repeated.

7. Dress Requirements:

Students must present themselves as professional role models. Students are to travel to and from health agencies in street clothes.

“In Uniform” refers to the standard uniform of KCC Department of Nursing/Surgical Technology Program

1. All students are to change into appropriate scrubs provided by the agencies
2. A knee-length, white lab coat is to be worn when necessary.
3. The KCC patch is to be sewn on the left upper sleeve of the lab coat.
4. Current KCC Student ID card is to be worn at all times.
5. No jewelry other than plain wedding ring.
6. Nails should not extend beyond the fingertips and should be rounded and clean.
7. No nail polish is permissible in the clinical agencies.
8. Hair is to be clean, off the face and above collar line.
9. Subdued makeup.
10. In the clinical setting, all requirements of the AORN for attire must be maintained.

UNIT 1: Certification Review		
Learner Objectives	Content/Lecture Discussion	Related Learner Experiences
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> 1. Discuss medical terminology. 2. Discuss anatomy and physiology. 	<p>WEEK 1</p> <p>Readings: Boegli: Chap 1, 2 Ehrlich and Schoeder BIO 11 and 12 text</p>	<p>ST 4 and ST 5 anatomy worksheets.</p>
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> 1. Discuss microbiology related to surgery. 2. Discuss principles of infection control. 3. Discuss the surgical environment. 	<p>WEEK 2</p> <p>Readings: Boegli: Chap 3, 6 BIO 51 text Caruthers: Chap 5. p. 76-96</p>	<p>Microbiology handout.</p>
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> 1. Discuss principles of sterilization. 2. Discuss principles of surgical asepsis. 3. Discuss principles of biomedical science as they relate to surgery. 	<p>WEEK 3</p> <p>Readings: Boegli: Chap 5 Caruthers: Chap 7. p. 129-170 Chap 6, p 98-128</p>	<p>Biotechnology Handout</p> <p>EXAM #1</p>
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> 1. Discuss principles of positioning. 2. Discuss the surgical patients. 3. Discuss principles of anesthesia and surgical pharmacology 	<p>WEEK 4</p> <p>Readings: Boegli: 4, 7,& 8 Caruthers: Chap 9, p 218- 257 Chap 8, p 171-217 Chap 3, p 42-55</p>	
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> 1. Discuss wound management. 2. Discuss the use of instrumentation and equipment in surgery. 2. Discuss principles of surgical case 	<p>WEEK 5</p> <p>Readings: Boegli: 9 & 10 Caruthers: Chap 10, p 258-290 Chap 11, p 291-316 Chap 12, p 317-368</p>	

management.		
Upon completion of this unit the student will be able to discuss surgical procedures, instrumentation, equipment and supply needs required for: 1. General Surgery 2. GYN and Obstetric surgery 3. Urologic surgery	WEEK 6 Readings: Boegli: 12, 13 & 14 Caruthers: Chap 14, p 385-476 Chap 15, p 477-552 Chap 20, p 731-790	EXAM #2
Upon completion of this unit the student will be able to discuss surgical procedures, instrumentation, equipment and supply needs required for: 1. Head and Neck Surgery 2. Plastic & Reconstructive Surgery 3. Ophthalmology Surgery	WEEK 7 Readings: Boegli: 15, 16, & 19 Caruthers: Chap 17, p 586-643 Chap 18, p 644-683 Chap 19, p 684-730 Chap 16, p 553-585	
Upon completion of this unit the student will be able to discuss surgical procedures, instrumentation, equipment and supply needs required for: 1. Orthopedic Surgery 2. Neurosurgery	WEEK 8 Readings: Boegli: 17 & 18 Caruthers: Chap 21, p 791-862 Chap 24, p 965-1024	
Upon completion of this unit the student will be able to discuss surgical procedures, instrumentation, equipment and supply needs required for: 1. Vascular Surgery 2. Thoracic Surgery 3. Cardiac Surgery	WEEK 9 Readings: Boegli: 20 Caruthers: Chap 23, p 927-964 Chap 22, p 863-926	

UNIT 2: Job Seeking Skills		
Learner Objectives	Content/Lecture Discussion	Related Learner Experiences
Upon completion of this unit the student will be able to: <ol style="list-style-type: none"> 1. Prepare a professional resume 2. Prepare a professional Cover letter 	WEEK 10	Sample Resumes and cover letters. Assignment: Resume and Cover letter
Upon completion of this unit the student will be able to: <ol style="list-style-type: none"> 1. Prepare for a professional interview. 2. Discuss legal and ethical principles of surgical technology. 	WEEK 11	Mock Interview Legal Handout

UNIT 3: Test Taking Strategies and Certification/Recertification Requirements		
Learner Objectives	Content/Lecture Discussion	Related Learner Experiences
Upon completion of this unit the student will be able to: <ol style="list-style-type: none"> 1. Discuss professional aspects of surgical technology. 2. Utilize test taking strategies. 3. Discuss the process of certification and recertification. 	WEEK 12 Readings: Boegli: 11 Caruthers: Chap 1, p 2-21 Chap 2, p 22-41	AST application Certification Application Recertification form PAE Exam

