

PTEC 155 Syllabus
Psychiatric Technician Program
Napa Valley College Fall 2018
Developmental Disabilities
12 credit units

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Office Location:	Room 804- D	Room 804- A
Office Hours:	Mon/Wed 1330-1530 Thurs. 1100-1300	Mon 1330-1530 Thurs. 1100-1400

Class Schedule: Mon-Tues-Wed 0630-1300 clinical
Tuesday 1430-1630 theory (testing/lecture); Thursday 0700-1100 theory

Course Description: Understanding Developmental Disabilities

- Purpose: to identify the causes, treatment plans and habilitation of individuals with developmental disabilities
 - Approach to the material: through normalization and client's rights, it is our responsibility as health care providers to ensure that people with special needs receive individualized care and habilitation.
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Student Learning Outcomes:

1. Student will accurately perform & document basic nursing skills, including medication pass without error, basic physical assessments and interventions while prioritizing care.
 2. Student will ethically advocate for patients with developmental disabilities, in all settings, assuring patient's rights, privacy, dignity and confidentiality.
 3. Student will develop leadership and supervision skills and identify need for crisis intervention using the least restrictive measures.
 4. Student will effectively participate in a therapeutic environment and communicate in a professional and respectful manner.
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Attendance:

The college attendance policy is: "Regular attendance in all classes is important for satisfactory academic progress. The Napa Valley College attendance regulations make provisions for a limited number of unavoidable absences. However, a student who is absent for as many times as a class meets each week will have exhausted this provision. An instructor may request verification of those absences. Further absences may cause the instructor to drop the student from the class. Students who do not attend the first class meeting may be dropped or lose priority on the waiting list."

Missing clinical may result in the student not meeting clinical objectives. There are limited resources available for students to make-up for missed clinical days therefore; it is very difficult for students to meet the requirements set by the Board of Licensed Vocational Nurses and Psychiatric Technicians (BVNPT).

Students are allowed to miss up to 6 classroom hours. If the student misses more than the maximum allotted time, the student may fail the course. When a student misses theory the following sequence will occur:

- 1) Verbal warning;
- 2) Written counseling notice that when student has reached maximum time;
- 3) Make-up assignment will be assigned, placement on probation and being brought before faculty for any student surpassing maximum time allowed;
- 4) Any further incidents may cause dismissal from the program.

Per the BVNPT, students must attend ALL clinical hours assigned. Any missed time must be made up by the end of each rotation. One day for make-up clinical time will be scheduled and the objectives which occurred for the time the individual missed will be made-up at that time. Failure to make-up missed clinical hours will result in a failure of the course.

Course Objectives: By the conclusion of the course you will be able to:

- understand developmental disabilities and the challenges to health care providers
 - apply the principles of behavioral analysis and positive approaches to treatment programs and develop an intensive learning project
 - safely pass medications and apply treatments as ordered, note doctor's orders , complete monthly summaries and interdisciplinary notes in client records
 - explain why evaluation is an important part of a treatment plan and the nursing process
 - provide appropriate professional and compassionate nursing care for individuals with developmental disabilities
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Course Design - Each lesson for this course has:

- An introduction
 - Lecture section with power point
 - Discussion or group work requirements that may include brief classroom presentations and group work
 - An exam; which may include true/false; matching; multiple choice; or essay questions will be given weekly (the instructor retains the right to make changes in this schedule with at least a week notice for the students enrolled in the course).
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Materials and Supplies required:

- Textbooks:
- A Comprehensive Guide to Intellectual & Developmental Disabilities 2nd Edition
- Children with Disabilities, Batshaw, Roizen, & Pellegrino 8th edition
- Other Readings: supplemental readings will be specific to lesson plan
- A multisection log book assignment is a major part (100 points) of your clinical grade. Log entries must be handwritten and legible.
- Other written papers & presentations will be assigned. Due dates will be announced.
- Exams will require red scantron only (unless essay or math questions are used, paper will be provided as necessary).

Grading:

This course is graded on the following scale:

A = 90-100%

B = 80- 89%

C = 75- 79%

D = less than 75%

Students must maintain a 75% average to continue in program no later than the beginning of week eight (8) of the semester.

Students are required to maintain an understanding of pharmacology by taking online and in class exams or quizzes. In the absence of available med passes at the clinical agencies, students will be expected to participate in mock med passes in the skills lab, simulation center, or online as available and as assigned by the instructor.

- Grades will be based on the following percentages:
All exams, papers and homework assignments are given a certain equal number of points.
Total grade for the semester: your point total divided by the total number of points. Grade Point Average (GPA) is determined by student's exam scores only. Final grade will include additional points from other assignments and figured into their final grade at the end of the semester.
- Make-up exams will be allowed during the last week of the semester.
However, it is strongly suggested that students avoid missing scheduled exams.

What you can expect when you submit papers or projects for grading:

- We make every effort to return papers and projects within one week; grades will be posted either the same day or within 72 hours whenever possible. Occasionally, other professional obligations make this impossible. We will advise you of this when the work is submitted and let you know when you can anticipate results return.

What successful students should expect to do in this course:

Responsibilities:

- Successful students show up for class and clinical on time and ready to participate.
- Successful students have hands-on involvement with clients at their clinical assignments.
- Successful students read the module before the information is presented in class.
- Also, please turn off all beepers, cell phones, and watch alarms that make noise before coming into class; they are a serious distraction in college classes and cannot be tolerated. No cell phone use in the clinical areas. **English only will be spoken in the presence of clients.**
- Successful students conduct themselves in a professional manner because college is a professional environment; it's just like a job.
- **Be familiar with the clinical performance evaluation on pages 6 and 7 in your module.** Here lie the criteria for which you will be graded in the clinical areas. Make a note of which areas may be difficult or "project" areas: specific skills for you to focus and improve on for this semester.
- Successful students, those that get A's, B's, and C's, use their time wisely. The standard formula for college coursework is that every one hour of class time will result in two to three hours of homework and study, so a three unit class will do an average of six or more hours of homework (reading, research, studying) per week. As a result, successful students plan their time wisely so that they keep up with assignments. They also meet with the instructor during office hours so that they can get much needed feedback on their work.

Plagiarism:

- Successful students always make sure that their work is original. This is important because the instructor must be able to gauge what the student has learned; therefore, copying the work of another person, whether an essay, term paper or answers during a test, is considered plagiarism.
- Plagiarism is a form of cheating. Any time a student uses someone else's work and does not give that person credit, it is plagiarism. Anyone who plagiarizes will receive an "F" on the assignment. If this is repeated, the student will fail the course and can be expelled from the college. If you are "suspected" of plagiarism, you will bear the burden of proof. You must be able to present rough drafts or related materials and discuss the topic intelligently.
- **See the link below for NVC's academic honesty policy**

<http://www.napavalley.edu/StudentServices/SRR/Pages/AcademicHonesty.aspx>

Learning Environment

- *I expect the classroom and clinical sites to be environments of professional behavior conducive to learning. I have a zero tolerance policy for bullying, harassment, disrespect or unprofessional behavior.*
 - *See the link below for NVC's student code of conduct:*
http://www.napavalley.edu/StudentServices/SRR/Documents/Standards_of_Student_Conduct_Policy_6310.pdf
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Discrimination Policy

- *All students are treated with dignity and respect in accordance with NVC's Human Resources policies as stated in the link below:*
<http://www.napavalley.edu/HR/Pages/Policies.aspx>
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Special Needs:

Students in need of an academic adjustment (accommodations) in the college learning environment:

A student who feels they may need an academic adjustment based on the impact of learning may contact Disability Support Program and Services or Learning Services on the second floor of the Library, room 1766. You may also call DSPS at 256-7345 or Learning Services at 256-7442; we are co-located in the same area for assistance. Upon filling out an online application, you will be referred to the appropriate staff for an intake with one of our departments. Learning Services can assist you with a learning disability and DSPS will assist you with physical, mental health and numerous other health related conditions.

You will be asked to submit any medical/disability documentation prior to your appointment. Your documentation will be reviewed by professional staff. If you do not have documentation, we encourage you to make an appointment and one of the staff members who will guide you through the process. All information and documentation is confidential. After you are found eligible and services are granted, you will be required to request your academic adjustments (accommodations) letter each semester. Our staff will then process your request and send a letter to your instructor. You must submit your request timely each semester; we highly encourage that you confirm this with your professor to ensure your academic adjustment (accommodations) letter was received.

By law, it is up to the DSPS and LS Office, through the interactive process with you (the student), to determine which academic adjustments are appropriate, not the instructor. This includes academic adjustments in classes with required clinical settings.

- Student health services are available for free for those students with **psychiatric/emotional or medical needs** at the NVC health clinic in 2250 @ 8005.
 - *See the link below for NVC's Academic Accommodation's Policy*
<http://www.napavalley.edu/StudentServices/DSPS/Pages/NVCAcademicAccommodationsPolicy.aspx>
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Questions about course content, related issues, grading, study habits, and so forth are welcome. Every reasonable effort will be made to **assist in a student's success**, especially **when that need is clearly communicated**.

Computer resources for this course will be provided during at least one class. Students are required to visit the Mount San Antonio College practice exam on a weekly basis during the semester to focus on learning objectives associated with the material presented in this course. You may do this at home or at the college library.

The instructor reserves the right to make changes to this syllabus as necessary. Students will be notified of changes when they are made in writing via email.