

CLASS NUMBER AND NAME:	MDN164A EKGs AND CAPILLARY PUNCTURE	
TOTAL HOURS/UNITS:	24 HOURS	2 UNITS
PREREQUISITES:	Completion of MDN162BV – Introduction to Medical Assisting II. Completion or concurrent enrollment in MDN161B – Medical Terminology II and MDN150, MDN151, or MDN152 – Anatomy and Physiology I, II, or III.	
TEXTS AND MATERIALS:	<i>Cengage’s Comprehensive Medical Assisting; Administrative and Clinical competencies 6th Edition, Lindh, Tamparo, Dahl, Morris & Correa 2018 Text (ISBN 9781305964792) and Workbook (ISBN 9781305964853)</i> Study guides (provided by instructor), E-Library and internet	
CLASS DESCRIPTION:	The student is introduced to the procedure for performing an electrocardiogram (EKG) and the electrical conduction system of the heart. Students will also be introduced to techniques in the collection of capillary blood specimens for hemoglobin, hematocrit, and blood glucose screening. Eye and ear irrigations will be introduced. Use of therapeutic ultrasound and throat cultures will be demonstrated and practiced. The use of correct documentation, normal values, and reporting of laboratory procedures will be practiced. OSHA regulations for a laboratory facility are reviewed.	
CLASS OBJECTIVES:	To demonstrate correct procedure in performing an electrocardiogram and patient preparation.	
	To demonstrate ability to perform a finger stick using a sterile lancet.	
	To demonstrate ability to perform a capillary blood test	
	To know and understand the indications and process for providing a therapeutic ultrasound to a patient	
CLASS FORMAT OVERVIEW:	The class is a combination of lecture, lab and student participation. During the lab portion, the instructor will demonstrate skills and the students will “check-off” on required skills	

METHODS OF INSTRUCTION: The instructor will demonstrate all skills and supervise and assist students with practicing skills as the principal means of instruction, it will be expected that all students will be present every day to take part in class. Each topic is discussed thoroughly. Videos and live demonstrations as well as guest speakers will supplement written material.

CLASS ATTENDANCE: It is expected that each student will be in class when class begins. Should the student come in later than five minutes after class begins, he or she should be certain that the instructor has noted his or her presence in class. It will then be up to the instructor to decide if the student had arrived in time to be counted as present – the instructor’s decision will be final.

It will be the student’s responsibility to learn of any assignments given in class when absent.

Students out of uniform will be subject to the uniform contract grading policy.

80% attendance is mandatory;
90% or above is mandatory for those who are in a full program and qualify for the Internship.

TESTING: The student must satisfactorily complete all tests, exercises, and homework with a passing grade of 70% or better. Late homework is not accepted. Written tests are given periodically, and there is a final examination.

All late tests must be made up the day a student returns to class. NO EXCEPTIONS.

Lab procedures are graded PASS OR FAIL. Such procedures must be passed in order to successfully complete the course. Student charts will be audited to ensure all procedures have been thoroughly documented.

LATE TESTING: A 10 PERCENT PENALTY WILL BE ISSUED FOR ALL LATE TESTS. If you are not present the day of the test and have not made arrangements with the instructor to take the test early, you will automatically be given the 10 percent penalty. (Late tests start with a “B” -minus 10 %) Late homework will receive 1% off the final grade per class period that it is late.

GRADING POLICIES:

The final grade for the lecture portion is computed based on total points of written tests and final examination.

Mandatory workbook assignments completed (Pass/Fail)

Mandatory completion of homework assignments (Pass/Fail)

Lab portion must be completed and passed to receive a final grade in this class.

Tests on cumulative points

90 – 100% A

80 – 89% B

70 – 79% C

BELOW 70% F

ALL LAB TESTS MUST BE DEMONSTRATED TO 100% ACCURACY OF THE INSTRUCTOR ON FINAL CHECK-OFF AND ARE GRADED PASS OR FAIL.

IF A STUDENT FAILS TO TAKE A TEST OR COMPLETE REQUIRED PROCEDURES DURING THE MODULE, THE CLASS GRADE WILL BE LOWERED BY ONE LETTER GRADE.

ANTICIPATED LEARNING OUTCOMES:

Upon completing this course, the student will be able to:

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1. Describe the correct procedure of performing an electrocardiogram including patient preparation.
2. Explain the technique of performing a fingerstick.
3. Explain procedure for proper performance of capillary blood testing
4. Explain proper techniques of taking throat cultures, doing ultrasound, ear and eye irrigations,.
5. Explain proper documentation and normal values for:
 - Hematocrit
 - Hemoglobin
 - Blood glucose screening
6. Achieve a 70% or better on an accumulative final, consisting of 60 objective questions pertaining to the material covered in this course.

MDN164 EKG AND CAPILLARY PUNCTURE

Homework listed is due the following Monday. For example: Week one homework is due on Monday of week two.

Assignments				
Week 1 Homework: Chapter 36 Workbook Ch 36 Vocabulary Pharmacology	Electrical Conduction System of the Heart	EKG Leads Lead Placement Demo	Room Preparation Patient Preparation	Artifacts Mounting the ECG
Week 2 Chapter 37 Workbook Ch 37 Pharmacology	Holter Monitoring Stress Testing Homework Due Quiz Review	Quiz #1 40 Points	Therapeutic Ultrasound	Capillary Puncture
Week 3 Capillary Vocabulary Pharmacology	Hematocrit Testing Homework Due	Hemoglobin Testing	Arrhythmias	Cardiac Medications
Week 4 Chapter 38 Workbook Ch 38 Pharmacology	Quiz #2 30 points Homework Due	Blood Glucose Testing	Diabetes	Throat Cultures
Week 5 Pharmacology	Quiz #3 32 Points Homework Due	Eye & Ear Irrigation	Begin Skill's Check-off	Continue Skills Check-off
Week 6	Final Review Homework Due	Continue Skills Check-off	Final Exam	Final Exam Results

This is an approximate schedule and is subject to change at the instructor's discretion. The student is responsible for any missed information and handouts due to absence.

Homework includes familiarizing yourself with the Calendar and Syllabus, textbook reading assignments, and study guide homework plus reviewing skills videos at www.empirestudent.com, as well as completing quiz reviews when appropriate to augment learning. Expect homework study time to vary but it will be at least two hours per week for every credit hour. The time spent in preparation for or reflection on course lecture will approximate two hours outside of class for each lecture credit hour utilized by the instructor in delivery of the materials and ¼ hour outside of class for each hour of structured lab time.