**BARTON COMMUNITY COLLEGE**

**COURSE SYLLABUS**

# **GENERAL COURSE INFORMATION**

Course Number: MDAS 1653

Course Title: Patient Care II

Credit Hours: 4

Prerequisite: MDAS 1652 Patient Care I with a “C” or better

Division/Discipline: Medical Assistant/Workforce Training & Community Education

Course Description: Focuses on the techniques used by the medical assistant in direct patient care. Students learn to assist with a variety of exams.

# **INSTRUCTOR INFORMATION**

# **COLLEGE POLICIES**

Students and faculty of Barton Community College constitute a special community engaged in the process of education. The College assumes that its students and faculty will demonstrate a code of personal honor that is based upon courtesy, integrity, common sense, and respect for others both within and outside the classroom.

Plagiarism on any academic endeavors at Barton Community College will not be tolerated. The student is responsible for learning the rules of, and avoiding instances of, intentional or unintentional plagiarism. Information about academic integrity is located in the Student Handbook.

The College reserves the right to suspend a student for conduct that is determined to be detrimental to the College educational endeavors as outlined in the College Catalog, Student Handbook, and College Policy & Procedure Manual. (Most up-to-date documents are available on the College webpage.)

Any student seeking an accommodation under the provisions of the Americans with Disability Act (ADA) is to notify Student Support Services via email at [disabilityservices@bartonccc.edu](mailto:disabilityservices@bartonccc.edu).

# **COURSE AS VIEWED IN THE TOTAL CURRICULUM**

Patient Care II is one of the last courses to be completed before the student is ready to complete the course of study for Medical Assisting whether it be a certificate course or an AAS in Medical Assisting. This course prepares the student to help in many of the office procedures in a medical practice. The student will be able to recognize basic surgical instruments, sutures, body positions, and laboratory specimen collection procedures.

# **ASSESSMENT OF STUDENT LEARNING**

Barton Community College is committed to the assessment of student learning and to quality education. Assessment activities provide a means to develop an understanding of how students learn, what they know, and what they can do with their knowledge. Results from these various activities guide Barton, as a learning college, in finding ways to improve student learning.

1. Document client education
   1. Interpret medical abbreviations, signs and symbols.
   2. Follow general principles of documentation.
   3. Document on mock client chart.
   4. Documentation is clear and accurate.
2. Prepare client for referral/specialty exams for a variety of client populations.
   1. Summarize the role of the medical assistant in the specialty physical examination process.
   2. Position the client.
   3. Drape the client.
   4. Explain the exam and procedure to the client in words he/she can understand.
   5. Protect the client’s privacy.
3. Assist with specialty exams for a variety of client populations.
   1. Set up the exam room.
   2. Select the equipment for the exam.
   3. Position the client.
   4. Drape the client.
   5. Remain mindful of client privacy and comfort.
   6. Maintain infection control.
   7. Clean the room and inventory supplies.
4. Perform heat/cold applications.
   1. Identify therapeutic reasons for the application of heat and cold treatments.
   2. Document care on mock client chart.
   3. Identify safety precautions used in heat and cold treatments.
   4. Identify therapeutic effects of heat and cold treatments.
   5. Select appropriate equipment for heat and cold treatments.
   6. Follow treatment guidelines for heat and cold treatments.
   7. Demonstrate steps in applying heat and cold treatments.
5. Perform pulmonary function testing.
   1. Select the appropriate equipment to perform spirometry.
   2. Assist the client in use of a spirometer and/or a peak flow meter.
   3. Document the results obtained from the testing.
   4. Verify results are accurate.
   5. Cite client guidelines for obtaining test results when performing spirometry.
   6. Document procedure in client chart.
6. Perform sterilization techniques.
   1. Differentiate among sanitation, disinfection, and sterilization.
   2. Demonstrate use of sanitizing solution.
   3. Select an appropriate wrapping material and indicator.
   4. Perform steps for autoclaving.
   5. Perform critical thinking and troubleshooting related to quality control measures.
7. Assist with minor office surgery
   1. Apply sterile gloves without contamination.
   2. Don sterile gown without contamination.
   3. Maintain sterile field.
   4. Perform a skin prep for minor office surgery.
   5. Outline rules for setting up and maintaining sterile field.
   6. Create a sterile field.
   7. Transfer sterile instruments and pour solutions on a sterile field.
   8. Summarize common minor surgical procedures.
   9. Summarize post-procedure instructions for the patient.
8. Assist with stitch and staple removal.
   1. Identify equipment needed for procedure.
   2. Demonstrate removal of stitches/staples using sterile technique.
   3. Differentiate between a healing and infected suture site.
   4. Document procedure in mock client chart.
   5. Complete a case study using critical thinking related to stitch or staple removal.
9. Assist with cast care
   1. List the indications for a cast.
   2. Identify the role of the medical assistant in cast application.
   3. List the steps in applying a cast.
   4. List the steps in cast removal.
   5. Identify the possible complications of applying a cast.
   6. Role play patient education scenario related to cast care.
10. Assist with ear irrigation and medication instillation.
    1. Identify the purpose of ear irrigations and instillation of ear medication.
    2. Role play client education related to ear infection.
    3. Demonstrate ear irrigation.
    4. Demonstrate ear instillation.
    5. Document ear irrigation and instillation in a mock client chart.
11. Assist with eye irrigation and medication instillation.
    1. State the purpose of eye irrigation.
    2. State the purpose of instillation of eye drops/ointment.
    3. Demonstrate eye irrigation.
    4. Demonstrate eye drop instillation.
    5. List the steps in eye ointment instillation.
    6. Document in mock client chart.
    7. Role play client education related to an eye injury/infection.
12. Assist with wound irrigation and dressing.
    1. Assemble equipment and supplies.
    2. Perform wound irrigation.
    3. Apply various types of dressings.
    4. Perform proper disposal of contaminated materials.
    5. Select appropriate (Personal Protective Equipment) PPE for procedure.
13. Perform first aid and medical office emergency procedures.
    1. Describe the role of the medical assistant in an office emergency.
    2. Identify supplies and equipment for emergency situations.
    3. Role play a simulated medical emergency.
    4. Demonstrate the skills identified by the American Heart Association/American Red Cross First Aid course.
14. Apply principles of radiology.
    1. Define spell and pronounce the terms listed in radiology vocabulary.
    2. Compare and contrast radiography, fluoroscopy and give examples and applications of each.
    3. Define the medical assistant role and scope of practice in radiology.
    4. Summarize guidelines for scheduling multiple diagnostic procedures.
    5. Explain client preparation for typical diagnostic imaging examinations.
    6. Outline the general procedure for assisting with an x-ray exam.
    7. Identify anteroposterior (AP), posteranterior (PA), lateral, oblique, and axial radiographic projections.
    8. Describe the health risks associated with low doses of x-ray exposure.
    9. Summarize the steps to ensure that clients receive the least possible exposure during x-ray procedures.
    10. Apply client education principles when providing instructions for preparation for diagnostic procedures.
15. **INSTRUCTOR'S EXPECTATIONS OF STUDENTS IN CLASS**

# **TEXTBOOKS AND OTHER REQUIRED MATERIALS**

# **REFERENCES**

# **METHODS OF INSTRUCTION AND EVALUATION**

# **ATTENDANCE REQUIREMENTS**

1. **COURSE OUTLINE**