

EASTERN ARIZONA COLLEGE
Basic Health Care Concepts and Skills
Course Design
2018-2019

Course Information

Division Allied Health
Course Number HCE 100
Title Basic Health Care Concepts and Skills
Credits 4
Developed by Shalay Haynie/Revised by Diane Knapp
Lecture/Lab Ratio 4 Lecture/0 Lab

Transfer Status

ASU	NAU	UA
Non Transferable	HS Departmental Elective	Non Transferable

Activity Course No
CIP Code 51.0800
Assessment Mode Pre/Post Test (100 Questions/100 Points)
Semester Taught Fall and Spring
GE Category None
Separate Lab No
Awareness Course No
Intensive Writing Course No
Diversity and Inclusion Course No

Prerequisites

ENG 055 or higher with a grade of “C” or higher or writing placement test score as established by District policy and ENG 090 with a grade of “C” or higher or reading placement test score as established by District policy or instructor approval

Educational Value

This course is intended for students and members of the community who are interested in exploring health occupations.

Description

Introductory course for students interested in health occupations. Student learning will focus on health care systems, careers in health care, personal qualities of a health care worker, legal responsibilities, and basic knowledge and skills required in the health profession. This course is designed to prepare the student to enter the world of health occupations.

Supplies

Wrist watch with second hand

Clinical thermometer, blood pressure kit, stethoscope

Other medical equipment and supplies

Competencies and Performance Standards

1. Compare and contrast health care systems.

Learning objectives

What you will learn as you master the competency:

- a. Describe the types of health care facilities.
- b. Compare the basic principles of the different health insurance plans.
- c. Explain the purpose of organizational structures in health care facilities.

Performance Standards

Competence will be demonstrated:

- o in completion of the assignment sheet

Performance will be satisfactory when:

- o learner participates in class activities and discussions

2. Identify careers in health care.

Learning objectives

What you will learn as you master the competency:

- a. Compare the educational requirements for associate's, bachelor's and master's degrees.
- b. Contrast certification, registration, and licensure.
- c. Describe health careers by including a definition of the career, duties, educational requirements, and employment opportunities.
- d. Interpret at least ten abbreviations used to identify health occupations workers.

Performance Standards

Competence will be demonstrated:

- o in completion of the assignment sheet

Criteria - Performance will be satisfactory when:

- o learner participates in class discussions and activities on careers in health care
- o learner provides acceptable verbal responses to questions and situations about careers in health care

3. Identify personal qualities of a health care worker.

Learning objectives

What you will learn as you master the competency:

- a. Create a characteristic profile of a health care worker that includes professional traits (professionalism).
- b. Explain how diet, rest, exercise, good posture, and avoiding tobacco, alcohol, and drugs contribute to good health.
- c. Demonstrate the standards of a professional appearance.

Performance Standards

Competence will be demonstrated:

- in completion of the assignment sheet

Criteria - Performance will be satisfactory when:

- learner has passed all quizzes on the subject

4. Describe legal responsibilities of individuals in health care.

Learning objectives

What you will learn as you master the competency:

- Provide one example of a situation that might result in legal action for each of the following: malpractice, negligence, assault and battery, invasion of privacy, false imprisonment, abuse, and defamation.
- Describe how contract law affects health care.
- State the legal regulations that apply to health care records.
- List basic rules of ethics for health care personnel.
- List rights of the patient who is receiving health care.
- Observe regulations established by the Omnibus Budget Reconciliation Act (OBRA) of 1987.
- Justify professional standards by explaining how they help meet legal/ ethical requirements.
- Describe and practice the Health Insurance Portability Accountability Act (HIPAA) of 1996.
- Identify methods that can be used to show respect for cultural diversity.
- Compare and contrast the diverse health beliefs of different ethnic/cultural populations.

Performance Standards

Competence will be demonstrated:

- in completion of the assignment sheet

Criteria - Performance will be satisfactory when:

- learner has passed all quizzes on the subject

5. Identify basic anatomy and physiology of the human body.

Learning objectives

What you will learn as you master the competency:

- Apply the appropriate terminology to major organs and systems of the human body.
- Identify the major functions of body systems.
- Compare interrelationships of body systems.
- Describe basic diseases affecting each body system.
- Define, spell, and pronounce all the key terms.

Performance Standards

Competence will be demonstrated:

- in completion of the assignment sheet

Criteria - Performance will be satisfactory when:

- learner has passed all quizzes on the subject

6. Explain cycles in human growth and development.

Learning objectives

What you will learn as you master the competency:

- a. Identify the different life stages of psychosocial development.
- b. Describe the physical, mental, emotional, and social development that occurs during these life stages.
- c. Describe ways these life stages affect an individual's needs.
- d. Describe the stages of grieving that occur in the dying patient and the role of the health care worker in each stage.
- e. Explain Maslow's hierarchy of needs and explain methods used to meet these needs.
- f. Describe the defense mechanisms of the ego.
- g. Identify factors that deal with effective communication.

Performance Standards

Competence will be demonstrated:

- o in completion of the assignment sheet

Criteria - Performance will be satisfactory when:

- o learner provides acceptable responses to questions and situations about human growth and development

7. Describe geriatric care.

Learning objectives

What you will learn as you master the competency:

- a. Differentiate between myths and facts of aging.
- b. Identify body changes secondary to aging.
- c. List factors that cause psychosocial changes of aging.
- d. Describe causes and effects of confusion and disorientation in the elderly.
- e. Explain the role of ombudsman.

Performance Standards

Competence will be demonstrated:

- o in completion of the assignment sheet

Criteria - Performance will be satisfactory when:

- o learner has passed all quizzes on the subject

8. Identify basic concepts of nutrition and diets.

Learning objectives

What you will learn as you master the competency:

- a. Define the word nutrition and list some effects of good and bad nutrition.
- b. Name the groups of essential nutrients and their functions and sources.
- c. Differentiate between the processes of digestion, absorption, and metabolism.
- d. Describe some therapeutic diets.

Performance Standards

Competence will be demonstrated:

- in completion of the assignment sheet

Criteria - Performance will be satisfactory when:

- learner passes all quizzes on the subject

9. Promote safety and follow regulations established by OSHA.

Learning objectives

What you will learn as you master the competency:

- Define the term body mechanics as it is used.
- Use correct body mechanics while working.
- Follow safety regulations for patient safety while performing procedures.
- Simulate the operation of a fire extinguisher.
- Describe in detail the evacuation plan according to established school policy.
- Follow regulations established by the Occupational Safety and Health Administration (OSHA).

Performance Standards

Competence will be demonstrated:

- in completion of the assignment sheet

Criteria - Performance will be satisfactory when:

- learner participates in class activities and assignments

10. Demonstrate effective practices of infection control.

Learning objectives

What you will learn as you master the competency:

- Explain the principles of infection control.
- Differentiate between antisepsis, disinfection, and sterilization.
- Wash hands according to recommended aseptic technique.
- Observe universal precautions while working.
- Follow regulations established by the Occupational Safety and Health Administration (OSHA).

Performance Standards

Competence will be demonstrated:

- in correct techniques for hand washing, universal blood/body fluid precautions, and various types of sterilization
- in passing the written exams

Criteria - Performance will be satisfactory when:

- learner participates in class presentation and activities
- learner practices hand washing and other infection control procedures

11. Perform vital signs check.

Learning objectives

What you will learn as you master the competency:

- a. List the four main vital signs.
- b. Read a clinical thermometer to the nearest two-tenths of a degree.
- c. Measure and record oral temperature accurately.
- d. Measure and record radial pulse to an accuracy within 2 beats per minute.
- e. Measure and record blood pressure to an accuracy within 2 mm of actual mercury reading.
- f. Count and record respirations to an accuracy within 1 respiration per minute.

Performance Standards

Competence will be demonstrated:

- o in completion of the assignment sheet
- o in performance of measuring and recording vital signs

Criteria - Performance will be satisfactory when:

- o learner participates in class discussions and activities on vital signs check

12. Perform first aid.

Learning objectives

What you will learn as you master the competency:

- a. Describe first aid for bleeding and wounds, shock, poisoning, burns, and sudden illness including heart attack, fainting and diabetic reactions.
- b. Apply simple dressing and bandages.

Performance Standards

Competence will be demonstrated:

- o in performance of basic first aid

Criteria - Performance will be satisfactory when:

- o learner participates in class activities on first aid

Types of Instruction

Classroom presentation and activities

Practice procedures

Grading Information

Grading Rationale

A pretest may be administered at the beginning of the course, which will not count as part of the final grade. The final written exam (post-test) will count as 15% of the final grade. The chapter tests will count as 50% of the final course grade. Participation, activities, and assignments will count as 35% of the final grade.

Grading Scale

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	Below 60%