Reese Campus

Course Syllabus

COURSE: SRGT 1405 (4:3:4) Introduction to Surgical Technology (4 Credit Hours)

SEMESTER: FALL 2020 (<u>August- December; 16 week Semester</u>)
CLASS TIMES: ONLINE (Lecture), THURSDAY 9:00 am – 12:30pm (Lab)

Instructor: Kristie Cole M.Ed., BAS, AAS, CST

OFFICE: RC527

OFFICE HOURS: https://calendly.com/kcole-5/srgt-appt

OFFICE PHONE: 806-716-4643

E-MAIL: kcole@southplainscollege.edu

PROGRAM FACEBOOK: https://www.facebook.com/SPCSurgicalTechnology

The Surgical Technology Program has a Facebook page at https://www.facebook.com/SPCSurgicalTechnology. In addition to the South Plains College website, this Facebook page will be used to keep students up-to-date on program activities, weather delays, South Plains College announcements and will help with program recruitment. "Liking" the Surgical Technology Facebook page is not mandatory, nor are personal Facebook accounts, in order to access this page.

Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course throughout the semester.

"South Plains College improves each student's life."

GENERAL COURSE INFORMATION

COURSE DESCRIPTION

This course provides an orientation to surgical technology theory, surgical pharmacology and anesthesia, and patient care concepts.

STUDENT LEARNING OUTCOMES

Students will:

- Understand surgical technology theory as it applies to the operating room. F-1, F-2, F-5, F-6, F-7, F-8, F-9, C-5, C-6, C-7, C-15
- 2. Identify various instrumentation sets. F-5, F-6, F-10, F-11, F-12, C-3, C-5, C-6, C-7, C-18, C-19, C-20
- 3. Describe the needs of the patient. F-1, F-2, F-5, F-6, F-8, F-9, C-5, C-6, C-7, C-8, C-11, C-14
- 4. Identify various credentials in the operating room.F-1, F-2, F-5, F-6, F-13, F-14, F-15, C-5, C-6, C-7, C-8
- 5. Be able to meet needs of the surgical patient during the preoperative stage. F-1, F-2, F-5, F-6, F-7, F-8, F-10, F-12, F-17, C-1, C-3, C-5, C-7, C-9, C-10, C-11, C-12, C-15, C-19, C-20
- 6. Be able to meet needs of the surgical patient during the operative stage. F-1, F-2, F-5, F-6, F-7, F-8, F-10, F-12, F-17, C-1, C-3, C-5, C-7, C-9, C-10, C-11, C-12, C-15, C-19, C-20

COURSE OBJECTIVES

The Cognitive Domain Objectives:

- Define good and bad stressors
- State the reasons for surgical intervention
- Identify hospital organization structures
- List the chain of command in the operating room
- Describe environmental conditions in the OR and the purpose that each serves
- Define surgical conscience and ethics
- State the principles of Standard Precautions
- List members of the OR team and describe their duties
- List and define medical specialties
- List and define the uses of accessory equipment
- Describe types of wound healing
- Define the process of infection and types of wound infections
- Describe types, sizes, and uses of needles and sutures
- List types and purposes of dressings, sponges, and packing
- List tumor classifications
- Define the Patient's Bill of Rights
- Describe the steps for sponge, needle, and instrument counts
- List types of specimens and their care
- Identify historical figures who helped develop early microbiology and asepsis
- List historical theories in microbiology
- List the types of anesthesia care
- Describe inhalation anesthesia
- List physiological requirements for surgery
- List the use of common operative table accessories
- List characteristics of common surgical prep solutions
- List categories of controlled substances
- List basic needs types and their applications
- Recognize commonly used stapling devices

The Psychomotor Domain Objectives:

- Apply theory to practice in lab and Clinical settings
- Explain why preoperative fasting is important
- Differentiate among analgesia, sedation, unconsciousness, and amnesia
- Use the correct procedure to identify inhalant
- Describe the principles of safe positioning
- Identify necessary precautions to prevent injury associated with skin preparation
- List the proper technique for draping the patient for torso, limb, and lithotomy procedures
- Accurately define and use terminology describing drug handling and drug administration
- Identify the parts of a syringe and explain the importance of syringe safety features
- Recognize suture properties and materials by observing and handling suture
- Identify sutures by package labeling, and select proper sutures

The Affective Domain Objectives:

- Understand the importance of stress management
- Recognize the professional roles and competencies of the surgical technologists
- Understand the consequences of not adhering to Standard Precautions
- Recognize the importance of Patient's rights
- Discuss blood handling, blood loss, and cell savers
- Discuss special needs patients
- Describe the responsibilities of the surgical technologist in patient transport and transfer
- Demonstrate the transfer of patient from a stretcher to the operating table
- Demonstrate commonly used methods of patient positioning
- Discuss the concepts of body hair management prior to surgery
- Discuss the proper procedure to perform the surgical skin preparation for all areas of the body
- Discuss the aspects of drug action
- Demonstrate proper preparation of suture for use
- Discuss the process of wound healing
- Discuss the complications of wound healing
- Discuss possible post-anesthesia risks
- Discuss process of patient discharge
- Discuss the process of dying and death

OUTCOMES ASSESSMENT METHODS

Assessment methods for this course are both formative and summative.

Formative assessments include:

- discussions
- quizzes
- unit exams
- classroom activities
- lab activities

Summative assessment:

comprehensive final exam

ACADEMIC INTEGRITY

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

Cheating - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation f any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.

Plagiarism - Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.

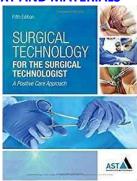
SCANS and FOUNDATION SKILLS

Refer also to Course Objectives. SCANS and Foundation Skills attached.

VERIFICATION OF WORKPLACE COMPETENCIES - CAPSTONE EXPERIENCE NOT INCLUDED

SPECIFIC COURSE INFORMATION

TEXT AND MATERIALS



1. Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th ed., AST (Text) and MindTap

METHODS OF TEACHING:

- Lecture
- PowerPoint Presentations
- Role playing
- Question/answer
- Review
- Quizzes
- Examinations
- Demonstration

ATTENDANCE POLICY

Class attendance is mandatory. Students are allowed three (3) absences and will be administratively withdrawn on the fourth (4th) absence. A tardy will be given if the student is not present for class or lab within 5 minutes of the beginning of the class period. Two (2) tardies equal one (1) absence. If a student misses more than 30 minutes of any class session, an absence will be given for the day.

Due to the importance of medical information being taught, the instructor of this course defines excessive absences as upon missing the 4th class day (or having equivalent tardies) in a course section. A student who meets this criteria will be administratively dropped from the course by the instructor.

- Tardies: (Definition): arriving any time after the class has started or not returning from an approved break after class has started.
- Two tardies will be considered missing one class day and counted as such.
- Work schedule is **not** an excuse for missing class.
- Any exceptions to this policy must be discussed on an individual basis with the course instructor and the Surgical Technology Program Director. (i.e. – student hospitalization, immediate family member death, etc.)

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

ASSIGNMENT POLICY

The student is responsible for being prepared for class, which means reading the assigned chapters and/or pages from the textbook. In some instances, information from the reading assignments not covered during class may be included on a test.

GRADING POLICY - Grades in this course will be determined using the following criteria:

The course grade will be determined by a combination of major exams, quizzes, homework, lab work and a comprehensive final exam. Exam dates will be announced. The following guidelines are provided regarding exams:

- 1. The student is expected to complete the exam at the scheduled time. Make-up exams will **not** be given.
- 2. Late assignments will not be accepted.
- 3. The didactic final exam is comprehensive.
- 4. The final instrument exam is comprehensive.
- 5. The last two weeks of the semester is dedicated to the Summative Lab Final for SRGT 1409, due to the complexity and length of this final.

(6) Homework (MINDTAP)	10%
(3)Exams/ (1) LAB Skills*	20% *Random Lab Skills testing
(1)Comprehensive Didactic Final Exam	25%
(4)Instrument Tests	20%
(1)Comprehensive Instrument Final	25%

Grading Scale 90-100 = A80-89 = B75-79 = C

Below 75 is failing

A final grade average of C (75) must be maintained in all Surgical Technology classes. You must pass all courses to proceed to the next semester.

COMMUNICATION POLICY

Electronic communication between instructor and students in this course will utilize the South Plains College "My SPC" and email systems. Instructor will not initiate communication using private email accounts. Students are encouraged to check SPC email on a regular basis.

FACE COVERING COURSE SYLLABUS STATEMENT

It is the policy of South Plains College for the Fall 2020 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. Such behaviors specifically include the requirement that all students properly wear CDC-compliant face coverings while in SPC buildings including in classrooms, labs, hallways, and restrooms. Failure to comply with this policy may result in dismissal from the current class session. If the student refuses to leave the classroom or lab after being dismissed, the student may be referred to the Dean of Students on the Levelland campus or the Dean/Director of external centers for Student Code of Conduct Violation.

Dropping a class

Students should submit a **Student Initiated Drop Form** online.

Students will not be required to obtain an instructor signature to drop, however, we do encourage students to communicate with instructors or advisors prior to dropping a course when they are able. There will be no charge for drops for the fall or spring semesters.

Withdrawing from all classes

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting http://www.southplainscollege.edu/admission-aid/advising/spcadvisors.php or by calling 806-716-2366.

Schedule Change (after late registration and before census date)

To make a schedule change after late registration (August 28) and before the census date (September 9), students should submit a **Schedule Change Form.**

After late registration, adding a class requires instructor approval. If a student is requesting to be added to one of your courses and you approve, please email registrar@southplainscollege.edu with your approval. This can take the place of signature on the Schedule Change Form that we have required in the past.

For additional information regarding schedule changes, drops and withdrawals, click here.

STUDENT CONDUCT

Students in this class are expected to abide by the standards of student conduct as defined in the SPC Student Guide.

There are no stupid questions. If you have a question, please ask.

You are under no pressure to sound like a genius every time you speak! However, we do reserve the right to give you a hard time if you ask questions like "Why do we have a right or left shoe and not right or left socks?"

You are primarily in lab to practice skills, not to check and update facebook or snapchap.

Your participation in the form of questions, comments and feedback is invited and appreciated. However, every semester there's at least one person who incessantly asks questions just to try to be funny, argue, or cause trouble. Nobody appreciates this behavior and it is counterproductive. You know who you are, please leave those attributes in your car on the way into the building.

SPECIAL REQUIREMENTS

Cell Phones – Cell phones are permitted in class and lab. They MUST be turned to silent. A student whose phone sounds during class, or is observed to be using the phone in any way without permission from the instructor will be sent home for the day with an absence.

CAMPUS CARRY

Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at: (http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php) Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

SPECIAL REQUIREMENTS (*Read Carefully)

- Students must present the signature page acknowledging that the student has read and understands the content of syllabus, program and clinical handbook, grievance policy, and appeals process.
- These signature pages are due by Thursday of the first week of classes.
- Cell Phones Cell phones are to be turned <u>OFF or silenced</u> during scheduled class periods. <u>Text messaging is not allowed during scheduled class/lab times</u>. Cell phones are to be used <u>outside</u> the classroom or lab only on designated breaks. <u>Students are not allowed to have cell phones on their person during exams</u>.

COURSE OUTLINE

Course Outline is subject to change by instructor.

Lecture Topics

- A. Orientation to Surgical Technology
- B. Standards of Conduct
- C. Physical Environment and Safety Hazards
- D. The Surgical Patient
- E. Special Populations
- F. Biomedical Science

Please note that Mindtap homework assignments— Mindtap *WILLNOT* be reopened.

All ONLINE WORK will open on the Friday, all assignments will be due on Thursday by 11:59pm

ONLINE WORK	LABORTORY SCHEDULE (Thurday)			
WEEK 1: 8/27/2020: IN CLASS AT 9AM	Thursday 8/27/2020: IN CLASS AT 9AM			
Syllabus, question/answer	First Set of Instrument			
WEEK 2:	IN PERSON LAB: Time 9-1230			
Friday 8/28/2020: Course work opens				
Thursday 9/3/2020: Course work due, MindTap by 11:59 pm				
power point, lecture				
Chapter 1 – Orientation to Surgical Technology				
 History of Surgery 				
Surgery today – Surgical				
Specialties				
 Field of Surgical Technology 				
■ The Surgical Technologist as a				
Professional				
Clinical Ladder Program				
Communication and Teamwork				
Surgical Conscience				
Health Care Facilities				
■ Hospital Organization				
WEEK 3	IN PERSON LAB: Time 9-1230			
Friday 9/4/2020: Course work opens.	IN FERSON LAD. Time 9-1230			
Thursday 9/10/2020: Course work due, MindTap by 11:59 pm				
power point, lecture				
Chapter 2 – Standards of Conduct				
• Legal issues				
Ethical and moral issues				
Scope of practice				
Risk Management and Liability				
WEEK 4	IN PERSON LAB: Time 9-1230			
Friday 9/11/2020: Course work opens.				
Thursday 9/17/2020: Exam Chapters 1 AND 2 DUE				
WEEK 5	IN PERSON LAB: Time 9-1230			
Friday 9/18/2020: Course work opens.				
8				

Thursday 9/24/2020: Course work due, MindTap by 11:59 pm	
INSTRUMENT EXAM SETS 1-2	
WEEK 6	IN PERSON LAB: Time 9-1230
Friday 9/25/2020: Course work opens.	
Thursday 10/1/2020: Course work due, MindTap by 11:59 pm	
power point, lecture	
Chapter 5 – Physical Environment and Safety Hazards	
 Physical design of the surgery 	
department	
 Hazards and regulatory agencies 	
Safety considerations	
 Biological hazards and safety 	
considerations	
 Chemical hazards and safety 	
considerations	
WEEK 7	IN PERSON LAB: Time 9-1230
Friday 10/2/2020: Course work opens.	INTERSON LAD. THIC 7-1230
Thursday 10/8/2020:	
power point, lecture	
Chapter 3 – The Surgical Patient	
The STSR and the surgical	
patient	
Physical, Psychological, Social,	
and Spiritual needs of the	
surgical patient	
• Understanding the surgical	
patient as a human being	
WEEK 8	DIDEDGOMIAD E. 0.1220
	IN PERSON LAB: Time 9-1230
Friday 10/9/2020: Course work opens.	
Thursday 10/15/2020: Course work due, MindTap by 11:59 pm	
EXAM CHAPTER 3/5 DUE	
WEEK 9	DIDEDCONI AD T' 0 1220
	IN PERSON LAB: Time 9-1230
Friday 10/16/2020: Course work opens.	
Thursday 10/22/2020: Course work due, MindTap by 11:59 pm	
INSTRUMENT EXAM 1-4	DI DEDGOMI A D. E O. 1000
WEEK 10	IN PERSON LAB: Time 9-1230
Friday 10/23/2020: Course work opens.	
Thursday 10/29/2020: Course work due, MindTap by 11:59 pm	
power point, lecture	
Chapter 4 – Special Populations	
Life stage development	
Pediatric patients	
Patients with obesity	
Patients with diabetes	
Pregnant patients	
Immunocompromised patients	
Patients with disabilities	
Isolation patients	
Geriatric patients	
Trauma patients	
 Considerations for the ST/Preparation of the case 	
WEEK 11	IN DEDCOM LAD. Time 0 1220
Friday 10/30/2020: Course work opens.	IN PERSON LAB: Time 9-1230
Thursday 11/5/2020: Course work opens. Thursday 11/5/2020: Course work due, MindTap by 11:59 pm	
I mursuay 11/3/2020. Course work due, willid ap by 11:39 pm	1

power point, lecture	
Chapter 6 – Biomedical Science	
• Computers	
Electricity	
 Physics 	
 Surgical Robots 	
The OR of the future/role of the ST	
WEEK 12	IN PERSON LAB: Time 9-1230
Friday 11/6/2020: Course work opens.	
Thursday 11/12/2020: Course work due, MindTap by 11:59 pm	
EXAM CHAPTERS 4/6 DUE	
WEEK 13	IN PERSON LAB: Time 9-1230
Friday 11/13/2020: Course work opens.	
Thursday 11/19/2020: Course work due, MindTap by 11:59 pm	
INSTRUMENT EXAM 1-6	
WEEK14	NO LAB
Friday 11/20/2020- 11/29/2020: THANKSGIVING	
WEEK 15	IN PERSON LAB: Time 9-1230 – RECORDS DUE
Friday 11/27/2020: Course work opens.	
Due December 3 rd INSTRUMENT EXAM 1-8 FINAL	
Due December 6th: Comprehensive FINAL EXAM	
WEEK 16: TBD	TBD

ACCOMMODATIONS

DIVERSITY STATEMENT

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

DISABILITIES STATEMENT

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland Student Health & Wellness Center 806-716-2577, Reese Center (also covers ATC) Building 8: 806-716-4675, Plainview Center Main Office: 806-716-4302 or 806-296-9611, or the Health and Wellness main number at 806-716-2529.

4.1.1.3 Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

4.1.1.4 Title IX Pregnancy Accommodations Statement

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To <u>activate</u> accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health and Wellness at 806-716-2362 or <u>email cgilster@southplainscollege.edu</u> for assistance.

4.1.1.5 - Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: http://www.southplainscollege.edu/campuscarry.php

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

FOUNDATION SKILLS

BASIC SKILLS—Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks

- F-1 Reading—locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.
- F-2 Writing—communicates thoughts, ideas, information and messages in writing and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.
- F-3 Arithmetic–performs basic computations; uses basic numerical concepts such as whole numbers, etc.
- F-4 Mathematics—approaches practical problems by choosing appropriately from a variety of mathematical techniques.
- F-5 Listening—receives, attends to, interprets, and responds to verbal messages and other cues.
- F-6 Speaking—organizes ideas and communicates orally.

THINKING SKILLS—Thinks Creatively, Makes Decisions, Solves Problems, Visualizes and Knows How to Learn and Reason

- F-7 Creative Thinking—generates new ideas.
- F-8 Decision-Making—specifies goals and constraints, generates alternatives, considers risks, evaluates and chooses best alternative.
- F-9 Problem Solving—recognizes problems, devises and implements plan of action.
- F-10 Seeing Things in the Mind's Eye-organizes and processes symbols, pictures, graphs, objects, and other information.
- F-11 Knowing How to Learn—uses efficient learning techniques to acquire and apply new knowledge and skills.

F-12 Reasoning—discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.

PERSONAL QUALITIES—Displays Responsibility, Self-Esteem, Sociability, Self-Management, Integrity and Honesty

- F-13 Responsibility—exerts a high level of effort and perseveres towards goal attainment.
- F-14 Self-Esteem—believes in own self-worth and maintains a positive view of self.
- F-15 Sociability–demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.
- F-16 Self-Management—assesses self accurately, sets personal goals, monitors progress and exhibits self-control.
- F-17 Integrity/Honesty-chooses ethical courses of action.

SCANS COMPETENCIES

- C-1 **TIME** Selects goal relevant activities, ranks them, allocates time, prepares and follows schedules.
- C-2 **MONEY** Uses or prepares budgets, makes forecasts, keeps records and makes adjustments to meet objectives.
- C-3 MATERIALS AND FACILITIES Acquires, stores, allocates, and uses materials or space efficiently.
- C-4 **HUMAN RESOURCES** Assesses skills and distributes work accordingly, evaluates performances and provides feedback.

INFORMATION - Acquires and Uses Information

- C-5 Acquires and evaluates information.
- C-6 Organizes and maintains information.
- C-7 Interprets and communicates information.
- C-8 Uses computers to process information.

INTERPERSONAL-Works With Others

- C-9 Participates as members of a team and contributes to group effort.
- C-10 Teaches others new skills.
- C-11 Serves Clients/Customers—works to satisfy customer's expectations.
- C-12 Exercises Leadership—communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.
- C-13 Negotiates-works toward agreements involving exchanges of resources; resolves divergent interests.
- C-14 Works With Diversity—works well with men and women from diverse backgrounds.

SYSTEMS–Understands Complex Interrelationships

- C-15 Understands Systems—knows how social, organizational, and technological systems work and operates effectively with them.
- C-16 Monitors and Corrects Performance—distinguishes trends, predicts impacts on system operations, diagnoses systems performance and corrects malfunctions.
- C-17 Improves or Designs Systems—suggests modifications to existing systems and develops new or alternative systems to improve performance

TECHNOLOGY-Works with a Variety of Technologies

C-18 Selects Technology–chooses procedures, tools, or equipment, including computers and related technologies.

C-19 Applies Technology to Task—understands overall intent and proper procedures for setup and operation of equipment.



January 2020

SRGT1405 Introduction to Surgical Technology

By signing and initialing below I affirm that I have received a copy or shown the online location of the following documents and furthermore acknowledge that I am solely responsible for the content of each.

Syllabus SRGT 1405
SPC SRGT Program Handbook
SPC SRGT Clinical Handbook
South Plains College Grievance Policy
South Plains College GRADE AND ACADEMIC DISCIPLINE APPEALS
Lah Manual

Signature					
Date					