

# CLASS SYLLABUS



COURSE TITLE: AHLT 268 – Professional Preparation  
CLASS SECTION: BX01  
TERM: W2022  
COURSE CREDITS: 3  
DELIVERY METHOD(S): Blended

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.  
Learn more about Camosun's [Territorial Acknowledgement](#).

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<https://camosun.ca/about/covid-19-updates>

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*Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.*

## INSTRUCTOR DETAILS

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NAME: Evan Nielsen  
EMAIL: [NielsenE@camosun.bc.ca](mailto:NielsenE@camosun.bc.ca)  
OFFICE: CHW 317  
HOURS: By Appointment

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

## CALENDAR DESCRIPTION

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Students consider their future role and responsibilities as Allied Health Professionals on the Canadian health care team in preparation for program completion and Capstone Project. Students apply knowledge from prior didactic and clinical experiences to explore evolving practices related to their future role in health care. Students enhance their teamwork, communication, and critical thinking skills by researching and analyzing a variety of clinical case scenarios. Emphasis is on problem-solving skills needed to practice independently and respond appropriately during complex practice situations. Students also review the scope of practice and professional expectations for advanced students in clinical practicum.

PREREQUISITE(S): Click or tap here to enter text.

CO-REQUISITE(S): Click or tap here to enter text.

PRE/CO-REQUISITE(S): **All of:** C+ in MRAD 148; COM in MRAD 260 **OR All of:** C+ in AHLT 104; C+ in MIDS 181

## COURSE DELIVERY

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ACTIVITY	HOURS / WEEK	# OF WEEKS	ACTIVITY HOURS
Lecture	3	14	
Seminar			
Lab / Collaborative Learning			
Supervised Field Practice			
Workplace Integrated Learning			
Online			
		<b>TOTAL HOURS</b>	<b>42</b>

## COURSE LEARNING OUTCOMES

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Upon successful completion of this course a student will be able to:

- discuss the scope of practice and professional expectations for an advanced student during clinical practicum.
- discuss student responsibilities and expectations surrounding assignments, clinical feedback and assessments to ensure success in clinical practicum.
- demonstrate advanced problem-solving skills needed to practice independently and respond appropriately as an Allied Health Professional within the program.
- demonstrate appropriate professional conduct and advanced teamwork, critical thinking and research skills, written and oral communication, and career planning required for successful functioning as an Allied Health Professional within the program.

## COURSE OBJECTIVES AND MAPPED PROFESSIONAL COMPETENCIES

(also known as “sub-outcomes” or “learning objectives”)

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### **A.1 Legal and Ethical Requirements**

- A.1.4 Practice within provincial regulatory or national association code of ethics, as relevant.
- A.1.5 Practice in a manner that recognizes patient’s legal rights.
- A.2.1 Present a professional appearance and manner.
- A.2.2 Interact respectfully with others.
- A.2.4 Practice within limits of personal knowledge and skills.
- A.2.7 Respond professionally to changes impacting the practice.
- A.2.10 Respond professionally to feedback received from others.
- A.2.11 Provide constructive feedback to others.
- A.2.12 Provide information and guidance to students in the medical radiation technology workplace.
- A.2.13 Engage in reflective practice.
- A.2.14 Implement a learning plan to enhance personal knowledge and skills.
- A.2.15 Demonstrate basic knowledge of current and emerging issues in health care relevant to the practice of medical radiation technology.
- A.2.16 Demonstrate basic knowledge of current and emerging practices and technological developments in the field of medical radiation technology.

### **A.3 Communication**

- A.3.1 Use effective written communication skills.
- A.3.2 Use effective oral communication skills.
- A.3.4 Utilize medical terminology in professional communication.

## **A.4 Decision Making**

A.4.1 Appraise decision options based on best practice evidence, clinical information, resource implications and other contextual factors.

A.4.2 Use professional judgement to reach decisions.

## **A.5 Interprofessional Practice**

A.5.1 Recognize the roles of health care professionals commonly encountered in the medical radiation technology workplace.

A.5.2 Contribute productively to teamwork and collaborative processes.

A.5.3 Contribute knowledge of medical radiation technology in collaborative practice.

## **A.6 Use of Resources**

A.6.1 Prioritize workflow to optimize patient care.

A.6.2 Prioritize workflow to optimize use of resources.

A.6.3 Monitor inventory of materials and supplies, and respond.

## **A.7 Quality Assurance**

A.7.1 Maintain awareness of factors in the clinical environment that may affect delivery of care, and take appropriate action.

A.7.2 Participate in activities that support a quality assurance program.

A.7.3 Apply principles of risk management.

## **A.8 Research**

A.8.1 Demonstrate basic knowledge of research methodology and ethics.

A.8.2 Critically appraise professional literature to assess relevance to practice.

A.8.3 Participate in activities that require application of research methodology.

## Module B Patient Management

### **B.1 Patient Interactions**

B.1.2 Maintain professional boundaries.

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## REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Desire-to-Learn (D2L):

D2L – the Camosun College online learning portal contains the remainder of the learning materials for this course. Students are expected to familiarize themselves with the online learning environment and all the features it has to make this course experience enriching. Log on at <https://online.camosun.ca/> to access these materials.

Additional resources may include, but are not limited to: lecture notes, PowerPoint slides, Laboratory Manuals, and hyperlinks. You may prefer to download lectures notes ahead of time (when available) and then write your notes directly onto copies of the slides. YouTube and other media services will also be used throughout the course via public domains.

D2L materials *must not* be considered your sole source of information. They merely summarize the main points and provide direction for your learning experiences. You may need to write down additional information in each lecture. Additionally, not all details can be covered in a lecture, and you will be required to refer to textbook material that is not discussed specifically in class.

## COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

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The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK or DATE RANGE	ACTIVITY or TOPIC	OTHER NOTES
1	Welcome Back Get Acquainted with course content	
2	Course Introduction & Reflection	
3	Capstone Project Overview	
4	Professional Associations & Regulatory Bodies	
5	Continued Professional Development	
6	Oral Presentation Skills	
7	Research Skills	
8	Research Skills	
9	Writing Skills	
10	Career Preparation Resume skills	
11	Career Preparation Interview skills	
12	Capstone Proposals Begin	
13	Receive Individual Feedback & Approval on Capstone Proposal	
14	Clinical Practicum 3 Preparation	
15	No Final Exam	

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

## STUDENT EVALUATION

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DESCRIPTION	WEIGHTING
Professionalism & Participation (Activities)	30%
Assignments	40%
Capstone Project Proposal (Multi-Staged)	30%
	<b>TOTAL</b>
	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information.  
<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

## COURSE GUIDELINES & EXPECTATIONS

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### Assignments and Proposal:

In this course there will be multiple assignments given to be completed with designated due dates found in D2L. A final draft of a Capstone Project proposal will be marked with a rubric found within D2L.

Assignments are due before 23:59 hours (midnight) on the assigned day unless otherwise specified. Assignments about patients, residents or clients must be completed using the individual's initials only. Unless otherwise directed by individual course outlines, assignments must be: word processed, double spaced, font meeting APA 7th edition guidelines, with a title page and a reference list. Students requiring an extension for the due date of an assignment must negotiate with the instructor, at least 48 hours before the due date. Assignments submitted late without an approved extension will result in a 10% deduction in mark for each day late.

## SCHOOL OR DEPARTMENTAL INFORMATION

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Health & Human Services Student Handbook: <http://camosun.ca/learn/school/health-human-services/student-info/index.html>

General Practicum Information: <http://camosun.ca/learn/school/health-human-services/student-info/practicum-info.html>

Allied Health & Technologies Department Handbooks:

- Certified Medical Laboratory Assistant: <http://camosun.ca/learn/school/health-human-services/student-info/program-info/cmla.html>
- Diagnostic Medical Sonography: <http://camosun.ca/learn/school/health-human-services/student-info/program-info/sono.html>
- Medical Radiography: <http://camosun.ca/learn/school/health-human-services/student-info/program-info/mrad.html>

Students enrolled in Allied Health & Technologies Programs must achieve a minimum of 65% or a “COM” in each of their courses in order to use their course as a pre-requisite and progress in their program.

Students enrolled in Allied Health & Technologies Programs must participate in learning activities that include intimate and direct personal contact with their classmates during supervised practice. Students are training to perform the duties of a healthcare professional. These duties usually require constant, close physical contact with patients and clients. Students may be required to simulate and perform these activities on one another during this course. Students may also be required to use special hygiene practices and protective gear to protect themselves from the transmission of communicable diseases (like COVID-19). Risks associated with learning and performing the physical duties of a healthcare profession cannot be entirely eliminated by any amount of caution or protection. Students who refuse, or are incapable of participating and performing these activities due to personal or medical limitations, may only continue to participate in their course work when supported by officially registered accommodations or temporary medical advisory.

## STUDENT RESPONSIBILITY

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Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

## SUPPORTS AND SERVICES FOR STUDENTS

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Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	<a href="http://camosun.ca/advising">http://camosun.ca/advising</a>
Accessible Learning	<a href="http://camosun.ca/accessible-learning">http://camosun.ca/accessible-learning</a>
Counselling	<a href="http://camosun.ca/counselling">http://camosun.ca/counselling</a>
Career Services	<a href="http://camosun.ca/coop">http://camosun.ca/coop</a>
Financial Aid and Awards	<a href="http://camosun.ca/financialaid">http://camosun.ca/financialaid</a>
Help Centres (Math/English/Science)	<a href="http://camosun.ca/help-centres">http://camosun.ca/help-centres</a>
Indigenous Student Support	<a href="http://camosun.ca/indigenous">http://camosun.ca/indigenous</a>
International Student Support	<a href="http://camosun.ca/international/">http://camosun.ca/international/</a>
Learning Skills	<a href="http://camosun.ca/learningskills">http://camosun.ca/learningskills</a>
Library	<a href="http://camosun.ca/services/library/">http://camosun.ca/services/library/</a>
Office of Student Support	<a href="http://camosun.ca/oss">http://camosun.ca/oss</a>
Ombudsperson	<a href="http://camosun.ca/ombuds">http://camosun.ca/ombuds</a>

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Support Service	Website
Registration	<a href="http://camosun.ca/registration">http://camosun.ca/registration</a>
Technology Support	<a href="http://camosun.ca/its">http://camosun.ca/its</a>
Writing Centre	<a href="http://camosun.ca/writing-centre">http://camosun.ca/writing-centre</a>

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If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

## COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

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### Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

### Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

### Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

### Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

### Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the “Attendance” section under “Registration Policies and Procedures”

(<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

### Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun’s Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student’s right to choose what is right for them. For more information see Camosun’s Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and [camosun.ca/sexual-violence](http://camosun.ca/sexual-violence). To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-370-3841

### Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College’s Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College’s expectations of academic integrity and student behavioural conduct.

**Changes to this Syllabus:** Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.