

CLASS SYLLABUS



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|---------------------|-------------------------------------|
| COURSE TITLE: | AHLT 268 – Professional Preparation |
| CLASS SECTION: | BX01 |
| TERM: | W2023 |
| 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](#).

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

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

| | |
|---------|--|
| NAME: | Sarah Erdelyi |
| EMAIL: | ErdelyiS@camosun.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

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): N/A

CO-REQUISITE(S): N/A

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

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

COURSE LEARNING OUTCOMES

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

- a) discuss the scope of practice and professional expectations for an advanced student during clinical practicum.
- b) discuss student responsibilities and expectations surrounding assignments, clinical feedback and assessments to ensure success in clinical practicum.
- c) demonstrate advanced problem-solving skills needed to practice independently and respond appropriately as an Allied Health Professional within the program.
- d) 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”)

Canadian Association of Medical Radiation Technologists Competency Profile, Radiological Technology (2019)

- 1.1 Discuss types of research being conducted in the Medical Radiation Technologist community (6.3.2).
- 1.2 Discuss issues surrounding research in the health sciences, including ethical requirements and plagiarism (6.3.2).
- 1.3 Describe the basic components of a research study (6.3.2).
- 1.4 Apply knowledge of research methodology to perform a basic literature search and explore current issues and/or technological developments surrounding the practice of Medical Radiation Technology (6.2.1, 6.3.1, 6.3.3).
- 1.5 Describe effective written communication skills and discuss the requirement for a capstone project proposal, including format, content requirements, and appropriate reference material (2.1.2, N/A).
- 1.6 Read and summarize key articles from literature search in support of ideas for a capstone project proposal (2.1.2, 2.1.3, N/A, 6.3.3).
- 2.1 Compare and contrast the roles of the national and provincial associations and the regulatory college (1.1.1, 1.2.1, 1.2.2).
- 2.2 Describe the purpose of professional liability Insurance (5.4.1).
- 2.3 Describe the purpose of a quality assurance program and the responsibility of the Medical Radiation Technologist to participate (1.3.2, 5.3.1, 5.3.2, 5.4.2).

- 2.4 Based on research findings, collaborate with peers to make suggestions for the improvement of care and/or the delivery of services (3.1.4, 1.3.2, 2.1.3, 2.1.4, 3.1, 3.1.2, 5.2.1).
- 2.5 Use critical thinking and teamwork to analyze several case study scenarios and present solutions based on professional practice requirements and professional judgement (1.1.1, 3.1.4, 2.1.3-N/A, 6.3.5, 1.3.3, 3.1).
- 2.6 Submit a draft proposal for a capstone project, which summarizes relevant competencies, purpose/type of activity, and references (2.1.2, N/A).
- 3.1 Discuss the importance of health care professionals in developing and maintaining a professional identity (1.3.4, 5.3, 1.2.4).
- 3.2 Discuss the importance of continued professional development (CPD) for health care professionals (1.2.2).
- 3.3 Describe the elements of a professional development portfolio.
- 3.4 Apply knowledge of best practices for written communication in the health care setting to create an effective cover letter and resume (2.1.2).
- 3.5 Role-play with peers to practice interpersonal and oral communication skills and give and receive feedback in preparation for a job interview (N/A, 3.1.4, 2.1.9, 5.1.1, 2.1.3, 2.1.4, 2.1.5).
- 3.6 Explore personal interests and professional goals and describe one or more relevant continued professional development activities (6.1.1, 6.2.2).
- 3.7 Discuss the importance of mentorship and ongoing training of students and new technologists in the workplace (6.2.3).
- 4.1 Discuss the advanced beginner learning objectives pertaining to CP3, including Computed Tomography requirements.
- 4.2 Explain how the summative evaluation is determined at the end of CP3.
- 4.3 Discuss student roles and responsibilities related to clinical practicum, such as attendance, participation, supervision, and communication. (1.3.4, 5.4.1)
- 4.4 Describe the clinical orientation process and list requirements that must be met prior to entering practice areas. (5.4.1).
- 4.5 Discuss the execution of the capstone project during the final practicum term, including public presentation (2.1.5).

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Useful Links:

CAMRT Competency Profile for Radiological Technology (January 2014 version): <https://www.camrt.ca/wp-content/uploads/2018/08/Modified-Rad-Tech-Profile-Final.pdf>

CAMRT Best Practice Guidelines: <https://camrt-bpg.ca/>

Camosun Medical Radiography Clinical Education Manual: <https://camosunmrاد.opened.ca/>

Other resources posted to D2L.

Students are expected to regularly access the material on D2L and, where applicable, complete the class preparation activities (online readings, videos, etc.) **prior** to each class.

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

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 | ASSESSMENT |
|--------------------|---|--|
| January 12 | Introduction to Research and Evidence-based Practice Course Overview Academic Integrity | Camosun AI self-registration course (participation) Due in class |
| January 19 | Patient- and Family-Centered Care and Quality Improvement | |
| January 26 | QI Activity <i>Guest Speaker: Patient Partner Speaker 1</i> | Submit QI Team Proposal (participation) Due in class |
| February 2 | Literature Review Basics <i>Guest Speaker: Patient Partner Speaker 2</i> | Submit Patient Partners Reflection (participation) Due Feb 5 |
| February 9 | Developing a Research Question APA Refresher Writing Strategies | |
| February 16 | Literature Search Strategies Critically Appraising Sources <i>Guest Speaker: Camosun Librarian</i> | Submit Annotated Bibliography Due Feb 26 |
| February 23 | Reading Break: No Class | |
| March 2 | Professional Role of MRTs Continuing Professional Development (CPD) Activity | Submit CPD Activity Selection (participation) Due in class |
| March 9 | Career Preparation: Resume, Cover Letter, and Interview Job Search Activity <i>Guest Speaker: Health Authority Recruiter (online)</i> | Submit Job Posting Selection (participation) Due in class |
| March 16 | Work Period (visit library or writing centre as needed, coordinate peer feedback) | Submit Peer Feedback Form (participation) |

| WEEK or DATE RANGE | ACTIVITY or TOPIC | ASSESSMENT |
|--------------------|--|--|
| | | Submit Resume and Cover Letter Due Mar 19 |
| March 23 | Professional Practice and Professional Bodies <i>Guest Speaker: CAMRT-BC</i> | Professional Practice Test |
| March 30 | Interview Assessments | |
| April 6 | Interview Assessments | |
| April 13 | Clinical Practicum 3 Discussion & Activity <i>Guest Speaker(s): Clinical Liaison(s)</i> | Submit Final Paper Due Apr 16 |

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

| DESCRIPTION | WEIGHTING |
|---------------------------------|--------------|
| Participation Activities (6) | 12 |
| Annotated Bibliography | 13 |
| Resume and Cover Letter | 10 |
| Professional Practice Test | 20 |
| Interview Assessment | 15 |
| Final Paper (Capstone Proposal) | 30 |
| | TOTAL |
| | 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

This course takes a primarily active learning approach, in which students engage with the course material through discussions, group learning activities, pausing for clarification during lectures, and more. Your participation and contributions to the class will help shape your experience and the experience of others taking this course.

[INSERT TEXT HERE]

Participation Activities

Participation activities are mini assignments that take place during class time and must be submitted to D2L by the end of class or end of day on the same day as the class activity. There are 6 participation activities and

each is worth 2% of your final grade. Students who are absent, and therefore not able to participate on that day, will receive a grade of zero for that activity. Exceptions or accommodations may be granted in emergency or extenuating circumstances.

Patient Partner Guest Speakers

Two Patient Partners, recruited via the Patient Voices Network of BC, have been invited to the classroom to share stories about their personal experiences in the healthcare system and the care they received in medical imaging departments. All personal information shared must be kept confidential and not be discussed with anyone outside of the classroom.

Due to the nature of this activity, it is not possible to provide a recording of these presentations or reschedule them. Students are required to attend **at least one** patient partner presentation to participate in the written reflection activity. **If one presentation is missed, there will be an automatic 50% reduction** in the reflection assignment grade (resulting in 1% reduction in course grade). **If both presentations are missed, the reflection assignment will receive a grade of zero** (resulting in 2% reduction in course grade).

Interview Assessment

An interview assessment will be scheduled on either March 30 or April 6. Students will have the choice to be assessed in person or online. If the student chooses to be assessed online, it is their responsibility to make sure they have access to a device with webcam/videoconference capability. A combination of student preferences and/or lottery system will be used to determine the exact date and time. The final schedule will be posted to D2L approximately 2-3 weeks in advance.

Students who miss their interview assessment due to emergency or extenuating circumstances only will be given the opportunity to reschedule.

Professional Practice Test

Students will only have access to the professional practice test on campus and during the scheduled test date. Students who show up late for their test may enter the room quietly and must be careful not to disturb others who are in the middle of taking the test. Students who miss their test due to emergency or extenuating circumstances only will be given the opportunity to reschedule.

Assignment Late Penalties

A 10% grade reduction per day will be applied to assignments that are submitted after the deadline.

Requests for Extensions

Extensions on assignment deadlines may be considered in emergency or extenuating circumstances only. Requests must be made within a reasonable timeframe and should be made **before** the deadline (if circumstances allow).

SCHOOL OR DEPARTMENTAL INFORMATION

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

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

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 | http://camosun.ca/advising |
| Accessible Learning | http://camosun.ca/accessible-learning |
| Counselling | http://camosun.ca/counselling |
| Career Services | http://camosun.ca/coop |
| Financial Aid and Awards | http://camosun.ca/financialaid |
| Help Centres (Math/English/Science) | http://camosun.ca/help-centres |
| Indigenous Student Support | http://camosun.ca/indigenous |
| International Student Support | http://camosun.ca/international/ |
| Learning Skills | http://camosun.ca/learningskills |
| Library | http://camosun.ca/services/library/ |

| Support Service | Website |
|---------------------------|---|
| Office of Student Support | http://camosun.ca/oss |
| Ombudsperson | http://camosun.ca/ombuds |
| Registration | http://camosun.ca/registration |
| Technology Support | http://camosun.ca/its |
| Writing Centre | http://camosun.ca/writing-centre |

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

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. To contact the Office of Student Support: 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.