DELAND HIGH SCHOOL

Course: Medical Skills & Services

Phone: 386-882-6909 ext.23403

Ms. Cindy Hunt
Email: cahunt@volusia.k12.fl.us

Mission Statement
To provide a safe learning environment which produces citizens who are prepared to face the challenges of an increasingly complex society.

**Course Description:** The purpose of this course is to provide students with practical generic skills in health science education which, though applicable to some health occupations, are not designed to prepare students for entry into a specific occupation.

**Course Pacing:**

<table>
<thead>
<tr>
<th>Dates</th>
<th>Content Standard/Unit</th>
<th>Learning Targets/Topics To Be Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st 9 weeks</td>
<td>Basic Health Skills</td>
<td>Blood Pressure, Pulse, Respiration, Height, Weight, Vision, Temperature, Transfers</td>
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<tr>
<td></td>
<td>Blood Borne Diseases</td>
<td>Training, OSHA/OBRA, Common Illnesses, HIV/AIDS, Biohazard, Infection Control, Disease Transmission</td>
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<tr>
<td>2nd 9 weeks</td>
<td>Communication Skills</td>
<td>Verbal, Non-Verbal, Written, Sign Language, Hierarchy of Needs, Problem Solving/Critical Thinking, Leadership, Teamwork, Medical Terminology</td>
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<tr>
<td></td>
<td>Math Skills</td>
<td>Addition/Subtraction/Multiplication/Division, Word Problems, Military Time, Charting/Graphing</td>
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<tr>
<td></td>
<td>Computer Use</td>
<td>Past-Present-Future, Technology, Old vs. New, Charting/Records, Internet Health Information</td>
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<tr>
<td>3rd 9 weeks</td>
<td>CPR / Basic First Aid</td>
<td>Emergency Action Steps, CPR, Triage, First Aid Response, Patient Assessment</td>
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<tr>
<td></td>
<td>Consumer Decision Making</td>
<td>Quackery, Health Fairs, Health Screenings/Tests, Insurance, Habit Cessation, Nutrition, Exercise</td>
</tr>
<tr>
<td></td>
<td>Legal/Ethical Issues</td>
<td>Bill of Rights, Hippocratic Oath, Common Legal/Ethical Issues, Codes of Conduct, Malpractice/Liability, HIPPA/Confidentiality</td>
</tr>
<tr>
<td></td>
<td>Needs of Terminally Ill</td>
<td>Hospice, Family, Patient, Process of Death and Dying</td>
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<tr>
<td>4th 9 weeks</td>
<td>Career Clusters</td>
<td>Education, Training, Description of Duties, Salary</td>
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<td></td>
<td>Stress</td>
<td>Work Hours, Flexibility, Family, Time Management, Counseling, Identifying Stress</td>
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<tr>
<td></td>
<td>Employability Skills</td>
<td>Application, Cover Letter, Resume, Interview, Characteristics of Quality Worker, Chain of Command, Professional/Student Organizations, Continuing Education</td>
</tr>
</tbody>
</table>

**Content Standards/Academic Goals:** By the end of the course, you must demonstrate the ability to:

1. I will be able to demonstrate basic health skills.
2. I will be able to demonstrate knowledge of blood borne diseases, including AIDS.
3. I can perform basic communication skills.
4. I can perform basic mathematics skills used in health care.
5. I can relate the use of computers in the health care field.
6. I will be able to demonstrate responsible consumer decision making regarding health screening and health care management.
7. I can discuss legal aspects for the health consumer.
8. I can identify the needs of the terminally ill.
9. I will be able to describe the services provided by health occupations career clusters.
10. I can discuss stress and its effect on the individual.
11. I will be able to demonstrate employability skills.
Directions for using FOCUS:
Please check FOCUS for student grades and attendance. You can get password information by contacting the School Counseling clerk at ext. 23310. Below are directions for accessing FOCUS once you have a password.
1. Go to the Volusia County Schools Website
2. Click on “Parents & Students”
3. In the Application box on the left, click on the FOCUS icon.

Textbooks: Health Careers Today (Replacement cost $45.00)
Students will utilize the textbooks in the classroom setting. Students will NOT have to check out textbooks from the DHS BOOKROOM, as we will have classroom sets. Should a student need to make-up work due to illness or absence, they can check-out a book and return the book when their work is complete.

Grading Policy: Students and Parents are expected to keep abreast of their academic standing in all classes; utilizing the online grading system. The chart below represents how students will acquire grades based on the DeLand High School and VCS grading policy. Students should complete the formative work within each standard, in order to completely understand the material and be able to demonstrate/show proficiency on the summative assessment!

- 60% of grade based on summative assessments (tests, projects, presentations, skills assessments, etc.)
- 40% of grade based on formative assessments (class work, home work, skills lab/practice, etc.)
- 0% of grade based on diagnostic assessments (not counted in overall grade calculation)

<table>
<thead>
<tr>
<th>Grade</th>
<th>% Range</th>
<th>Quality Points</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90 - 100%</td>
<td>4.0</td>
<td>Outstanding Progress/Mastery</td>
</tr>
<tr>
<td>B</td>
<td>80 - 89%</td>
<td>3.0</td>
<td>Above Average Progress/Mastery</td>
</tr>
<tr>
<td>C</td>
<td>70 - 79%</td>
<td>2.0</td>
<td>Proficiency</td>
</tr>
<tr>
<td>D</td>
<td>60 - 69%</td>
<td>1.0</td>
<td>Passing</td>
</tr>
<tr>
<td>F</td>
<td>0 - 59%</td>
<td>0</td>
<td>Failing</td>
</tr>
</tbody>
</table>

Teacher’s Authority to Override Final Grade: A teacher may override the final grade if a student’s overall performance warrants it. Before the grade override is finalized, the teacher must notify the parent/guardian concerning the student’s performance if the override may result in a lower final grade. The teacher may issue a failing grade override based on the student’s overall performance only with the approval of the principal. This refers to the final grade of the grading period, or the final grade for the course.

Submission and Make-Up Policies: Students are to adhere to all deadlines when submitting formative and summative work. Any student needing to make-up work during school hours can arrange a time/day with the teacher, or attend a scheduled success session after-school hours. Students may elect to re-take an assessment, if they score a “B” or lower on any assessment. Re-Assessments must be completed within 14 school days. Students are required to create and submit an intervention plan (along with the teacher) to demonstrate they are “ready” to re-take an assessment by the end of the 14 day period. Students are able to re-take one summative per 9 weeks.

Success Sessions/Interventions: Students may make arrangements, on an individual basis, to receive help in better understanding the curriculum. Success Sessions will be available on Early Release Wednesday’s from 2:30-3:30pm, if the teacher has mandatory professional development workshops or meetings. See teacher for schedule!

Honor Code: In an effort to maintain academic integrity, students are responsible for completing, producing, or turning in their own work. Students found to be in violation of completing, producing, or turning in their own work may receive a discipline referral and be subject to any and all discipline action. Students who are members of special programs, academies, clubs/groups, or sports teams may receive additional consequences. Cheating is a Level 2 discipline infraction and will result in a referral. Students who are caught cheating will receive an “M” on the assessment/assignment and will be required to complete academic intervention before being allowed another attempt at demonstrating proficiency.

Classroom Expectations: As a student in this classroom, you are held to the following general rules and the code of conduct established by DHS and Volusia County Schools:
1. Please be ON TIME everyday to class. You should be in the classroom when the bell rings.
2. Please participate and complete all assigned work (worksheets, projects, discussions, etc.).
3. Act responsible and mature at all times and behave appropriately.
4. Respect all individuals, and their opinions/beliefs, within the classroom setting.
5. Please put ALL electronic devices away (unless authorized by classroom teacher at designated times).

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**Materials Required**: Students will need to purchase a ½ INCH THREE RING BINDER or FOLDER; where they will place ALL of their work. In addition, students need to have on hand each day notebook paper and a pen/pencil.

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I am looking forward to working with you this year. If you or your parents have any concerns or questions, please contact me via e-mail at cahunt@volusia.k12.us, via phone at (386) 822-6909 ext.23403, or feel free to schedule a parent conference through our School Counseling Department at (386) 822-6909 ext.23310.

As DeLand High Schools embarks on a new way of assessing student learning, parents and students should know that this methodology allows for the student to receive additional assistance from their teachers to encourage them to be successful in the academic course. As a teacher with a very hands-on course, this new methodology means not only knowing what to do in certain scenarios and situations, but also how to perform the identified skill in the scenario or situation. Students will have more than 1 opportunity to demonstrate proficiency, if necessary. Students will be assigned formative work (mini assignments) that prepare them and lead up to summative assessments (final test, skill performance, project, etc.). Final course grades will be solely determined by showing proficiency in the content standards based on their summative assessment.

Please complete, sign, and return the following section to Ms. Hunt by Tuesday August 27, 2019.

THANK YOU,

*Cindy Hunt*
Internet Permission: Please initial/check one.

___ My student has my permission to use the Internet for school assignments.

___ I prefer that my student use alternative reference sources and not use the Internet.

Movie Permission: Please initial/check one.

___ My student has my permission to view medical-related instructional videos aligned to the course curriculum. All videos are used for educational purposes and have a “G”, “PG”, or “PG-13” rating.

___ I prefer that my student be provided alternative assignments.

I have read and understand the rules and requirements of the Medical Skills & Services course. At any time, please feel free to contact me if you have any questions, concerns, or comments regarding your student.

Student Name (printed):

Student Signature:

Student E-mail Address:

Parent (Legal Guardian) Signature:

Phone number where parent can be reached:

Email of Parent or Legal Guardian: