PROFESSIONAL SKILLS FOR CLINICAL LABORATORY SCIENCE – BIMS 4200
CLINICAL LABORATORY SCIENCE PROGRAM
DEPARTMENT OF LIFE SCIENCES
SUMMER 1 2015

A. COURSE INFORMATION

Course number/section: BIMS_4200_001
Class meeting time: TR- 4:00-6:25 PM
Class location: TR-CS 115
Course Website: https://bb9.tamucc.edu/

B. INSTRUCTOR INFORMATION

Instructor: Dr. Felix Omoruyi
Office location: Center for Sciences 130B
Office hours: MW – 12:00 - 2:00 PM; R – 12:00 – 1:00 PM
Telephone: 361-825-2473
E-mail: felix.omoruyi@tamucc.edu
Appointments: N/A

C. COURSE DESCRIPTION

This course studies the role of the medical laboratory professional in the health care system. The course includes professional ethics, legal responsibility, medical laboratory management, instructional methods and evaluation of clinical laboratory methods, medical laboratory instrument selection, critical pathways and current professional topics.

D. PREREQUISITES AND COREQUISITES

Clinical Laboratory Science students only. Requires permission of instructor.

E. REQUIRED TEXTBOOK(S), READINGS AND SUPPLIES


Supplies
You will also need a scientific calculator.

F. STUDENT LEARNING OUTCOMES AND ASSESSMENT

Assessment is a process used by instructors to help improve learning. Assessment is essential for effective learning because it provides feedback to both students and instructors. A critical step in this process is making clear the course’s student learning outcomes that describe what students are expected to learn to be successful in the course. The student learning outcomes for this course are listed below. By collecting data and sharing it with students on how well they are accomplishing these learning outcomes students can more efficiently and effectively focus their learning efforts. This information can also help instructors identify challenging areas for students and adjust their teaching approach to facilitate learning.
At the conclusion of these sessions and, in addition to the objectives from the text, the student should be able to:

1. Identify their personality profile using the DISC method and learning style using LSI.
2. Discuss educational methods appropriate for classroom presentations.
3. Discuss educational methods appropriate for clinical laboratory instruction.
4. Discuss instructional evaluation methods used in the classroom and the clinical laboratory.
5. Evaluate the instructor in the clinical laboratory using the instructor evaluation sheet.
6. Instruct a student in a laboratory skill using appropriate objectives and instructional methods.
7. Identify the stress carriers in their lives.
8. Participate in stress reduction techniques.
9. Discuss useful methods to improve test taking skills.
10. Research, prepare and present a clinical case for class discussion.
11. Describe the principles of professional dress.
12. Prepare a resume.
13. Discuss job descriptions incorporating responsibilities and qualifications.
14. Evaluate his/her skills for managing people and skills for managing tasks.
15. Identify his/her own blend of management style.
16. Prepare an agenda for a meeting.
17. Select the best laboratory instrument for a given situation.
18. Describe evidence-based practice in the laboratory.
19. Write a literature review and an introduction to a research project for a given topic.

G. INSTRUCTIONAL METHODS AND ACTIVITIES

You will be provided with lecture notes. Instructional methods will include lecturing with discussion, problem solving and case studies.

H. MAJOR COURSE REQUIREMENTS AND GRADING

The final grade will be based on the points scored on research/assignments, two exams and final exam

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>PERCENT OF FINAL GRADE</th>
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</thead>
<tbody>
<tr>
<td>Research/Assignments</td>
<td>25%</td>
</tr>
<tr>
<td>Exam 1</td>
<td>25%</td>
</tr>
<tr>
<td>Exam 2</td>
<td>25%</td>
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<tr>
<td>Final</td>
<td>25%</td>
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</tbody>
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Grades
You are expected to read the material that corresponds to the objectives as they are covered. Mastering course objectives will require that you have read the material. You must score ≥ 70% in both LAB and LEC (Exam & Problem Portfolio) components to earn the final passing grade.

The following scale will be used to report grades:

A 90 - 100
B 80 - 89
C 70 - 79
D 60 - 69
I. COURSE CONTENT/SCHEDULE

The following schedule is subject to change. It is the student’s responsibility to stay abreast of any changes announced in class.

Tu, June 02  
a. Literature Review/Research Introduction  
b. Overview: Time Management, Stress Management  
c. Laboratory Safety

Th, June 04  
a. Management Functions  
b. Education and Training

Tu, June 09  
a. Communications  
b. Decision Making and Problem Solving  
Exam 1

Th, June 11  
a. Principles of Leadership  
b. Job Design and Job Descriptions  
c. Human Resource Management

Tu, June 16  
b. Cost Benefit Analysis

Th, June 18  
a. Effective Budgeting  
b. Ethical Issues in Laboratory Management  
Exam 2

Tu, June 23  
a. Laboratory Information Systems  
b. Policy and Procedure Manuals  
c. Quality Management

Th, June 25  
a. Cost of Quality  
b. Compliance Issues – Regulations  
c. Marketing laboratory Services

Tu, June 30  
Review

Th, July 02  
Final

Note: Changes in this course schedule may be necessary and will be announced to the class by the Instructor. The assignments and exams shown are directly related to the Student Learning Outcomes described in Section F.

J. COURSE POLICIES

Attendance/Tardiness
Students are expected to attend all lectures. If you know in advance that you will miss an exam due to official University business, you must provide the Professor with official documentation of the
absence at least fourteen days prior days prior to missing. It is the student’s responsibility to obtain official documentation in timely fashion. Once the documentation has been verified, the Professor will decide how to handle the absence. In the overwhelming majority of cases, assignments and exams will be turned in or completed prior to the planned, official absence. Exams given outside regularly scheduled times may vary in format and content at the discretion of the faculty member. Absolutely nothing may be turned in late by anyone for any reason.

**Late Work and Make-up Exams**
There is no provision for making up late work and missed exams.

**Extra Credit**
There is no provision for extra credit

**Cell Phone Use**
No use of cell phone in class

**Laptop Use**
Only for assessing lecture notes posted on blackboard

**Food in Class**
No eating in class

**Missed Exam**
Unexcused absence during exams will result in a zero for that exam. It is the student’s responsibility to contact me in cases of extreme emergency. The only **excused absences** are personal illness, immediate family medical emergency, or attending funeral of immediate family.

K. **COLLEGE AND UNIVERSITY POLICIES**

- **Academic Integrity (University)**
  It is expected that university students will demonstrate a high level of maturity, self-direction, and ability to manage their own affairs. Students are viewed as individuals who possess the qualities of worth, dignity, and the capacity for self-direction in personal behavior.
  See Full University Policy at [http://catalog.tamucc.edu/content.php?catoid=10&navoid=313#Academic_Integrity](http://catalog.tamucc.edu/content.php?catoid=10&navoid=313#Academic_Integrity)

- **Classroom/Professional Behavior**
  Texas A&M University-Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor’s ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in article VII of the Student Code of Conduct. Students engaging in unacceptable behavior may be instructed to leave the classroom. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.
• **Deadline for Dropping a Course with a Grade of W (University)**
  The grade of W will be assigned to any student officially dropping a course by Friday, June 19, 2015. No student is eligible to receive a W without completing the official drop process by this deadline. Visit the Office of the University Registrar for the Course Drop Form that must be submitted. After June 19, 2015 a student will not be allowed to drop a course.

• **Grade Appeals (College of Science and Engineering)**
  As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules website at [http://www.tamucc.edu/provost/university_rules/index.html](http://www.tamucc.edu/provost/university_rules/index.html), and the College of Science and Engineering Grade Appeals webpage at [http://sci.tamucc.edu/students/GradeAppeal.html](http://sci.tamucc.edu/students/GradeAppeal.html). For assistance and/or guidance in the grade appeal process, students may contact the chair or director of the appropriate department or school, the Office of the College of Science and Engineering Dean, or the Office of the Provost.

• **Disability Services**
  Disability Services (DS) is the hub for coordinating services and accommodations to ensure accessibility and utilization of all programs for all Texas A&M University-Corpus Christi students with disabilities. Our services are designed to meet the unique educational needs of enrolled students with documented permanent or temporary disabilities. DS provides intake and consultation services to students seeking to register with our office. DS reviews an individual’s documentation of disability and assesses eligibility for services and the determination of reasonable accommodations. For more information visit the Disability Services Office at 116 Corpus Christi Hall or go to [http://disabilityservices.tamucc.edu/](http://disabilityservices.tamucc.edu/)

L. **OTHER INFORMATION**
You are expected to read the material that corresponds to the objectives as they are covered. Mastering course objectives will require that you have read the material.

**GENERAL DISCLAIMER**
I reserve the right to modify the information, schedule, assignments, deadlines, and course policies in this syllabus if and when necessary. I will announce such changes in a timely manner during regularly scheduled lecture periods.