PROFESSIONAL SKILLS FOR CLINICAL LABORATORY SCIENCE – BIMS 4200
CLINICAL LABORATORY SCIENCE PROGRAM
DEPARTMENT OF LIFE SCIENCES
SUMMER I 2017

A. COURSE INFORMATION
Course number/section: BIMS_4200_001
Class meeting time: TR-4:00-6:25 PM
Class location: OCNR-222
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
Requires Instructor Approval
Corequisites
None

E. REQUIRED TEXTBOOK(S), READINGS AND SUPPLIES
Supplies
You will 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.

By the end of this course, students 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 course grade will be based on four exams, problem portfolio, and a final exam according to the following percentages:

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>% of FINAL GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research/Assignment</td>
<td>25</td>
</tr>
<tr>
<td>Exam 1</td>
<td>25</td>
</tr>
<tr>
<td>Exam 2</td>
<td>25</td>
</tr>
<tr>
<td>Final</td>
<td>25</td>
</tr>
</tbody>
</table>
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.

The following scale will be used to report grades:
A  90 - 100
B  80 - 89
C  70 - 79
D  60 - 69
F  below 60

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.

Tuesday, May 30  a. Literature Review/Research Introduction
                 b. Time Management, Stress Management & Laboratory Safety

Thursday, June 01 a. Management Functions
                    b. Education and Training

Tuesday, June 06  a. Communications
                 b. Decision Making and Problem Solving

Exam 1

Thursday, June 08 a. Principles of Leadership

Tuesday, June 13 a. Fundamentals of Financial Management
                 b. Cost Benefit Analysis

Thursday, June 15 a. Effective Budgeting
                    b. Ethical Issues in Laboratory Management

Exam 2

Tuesday, June 20 a. Laboratory Information Systems
                 b. Policy and Procedure Manuals/Quality Management

Thursday, June 22 a. Compliance Issues – Regulations
                    b. Marketing laboratory Services

Tuesday, June 27 Review

Thursday, June 29 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 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 during lectures/exams

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)
  University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, falsification, forgery, complicity or plagiarism. (Plagiarism is the presentation of the work of another as one’s own work.) In this class, academic misconduct or complicity in an act of academic misconduct on an assignment or test will result in a failing grade.

- 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. Please consult with the instructor before you decide to drop to be sure it is the best thing to do. Just stopping attendance and participation **WILL NOT** automatically result in your being dropped from the class. Should dropping the course be the best course of action, visit the Office of the University Registrar for the Course Drop Form that **must** submitted. No student is eligible to receive a W without completing the official drop process by this deadline. Please consult the Academic Calendar ([http://www.tamucc.edu/academics/calendar/](http://www.tamucc.edu/academics/calendar/)) for the last day 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**
  The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call (361) 825-5816 or visit Disability Services in Corpus Christi Hall 116.

  If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.
• **Statement of Academic Continuity**
  In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

L. **OTHER INFORMATION**

• **Academic Advising**
  The College of Science & Engineering requires that students meet with an Academic Advisor as soon as they are ready to declare a major. The Academic Advisor will set up a degree plan, which must be signed by the student, a faculty mentor, and the department chair. Meetings are by appointment only; advisors do not take walk-ins. Please call or stop by the Advising Center to check availability and schedule an appointment. The College’s Academic Advising Center is located in Center for Instruction 350 or can be reached at (361) 825-3928.

**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.