**Intro to Health Professionals Syllabus**

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**Course Overview**

The Intro to Health Professional course is designed to assist students interested in the medical field in determining an occupation that will best suit their capabilities and interests. The program uses a competency-based curriculum that is fundamental to a variety of careers in the health care industry.

**Organization**

This is an online course. We will be using Moodle for our online course work. We will be using the Stanfield's Intro to Health Professionals book with Navigate Advantage Access. This will be online. Each student will have their own access code I will get you the 1st week. Once these codes are assigned, they cannot be used again, so we want to make sure you will continue in this course.

**Student Expectations**

**Overview**

Students are expected to engage in the class. The expectation is that students will go through PowerPoints of each chapter, read and take notes from the textbook in preparation for quiz and test. Students will complete assignments in a timely manner, by the due date. Students are expected to participate in the chats when assigned. Everyone will treat each other with respect. There will be open communication between students and instructor with questions or concerns.

**Sick Policy**

As this is an online class, sick days should not affect course work as much as it would an in-person class. This being said, if you are struggling with prolonged illness, please reach out to the instructor. Student will be granted 1 extra day to make up assignments as long as it is communicated with the instructor immediately

**Late Work/Missing Assignments**

Students are expected to get their work done on time. A zero will be given for any late and/or missing work until it is submitted satisfactorily.

**CAREER OUTLOOK ASSIGNMENTS**

         Each Career Outlook Handbook will be worth 100 points

         Points will be deducted when assignments are late

         1 week – assignment will be worth 90 points

         2 weeks – assignment will be worth 80 points

         No late assignments will be accepted after 2 weeks, without prior approval and extenuating circumstances.

**Get Out of Jail Free/Test Re-Do**

Each student is allowed ONE Get Out of Jail Free card; meaning they get 1 test re-do without penalty.

**Test Extensions**

These will be at the discretion of instructor throughout the entire semester and/or school year. *Keep in mind* that extensions are rarely granted within the last 2 weeks of [each] semester before the end of the semester. Circumstances surrounding end of the semester due dates must be cleared though myself and the local school facilitator.

**Grading**

Grading is as follows:

92-100% - A

83-91% - B

74-82% - C

65-73% - D

64 & Below – F

Students will be graded on worksheets, projects, research papers, skills, skills reviews, surgical video review, chats, quizzes, & tests.

If you do not agree with a grade, we are always able to discuss it, so every student and parent understands why they received the grade they did. Rubrics will be attached on major assignment, so every student understands what the instructor is looking for. The grading scale may differ from your school.

**Plagiarism**

Whether from a published source, unpublished sources or the (Internet) is not allowed in preparation of written assignments. A *first offense* will mean a letter reduction in your grade for the entire course. A *second offense* will result in your failing of this course. It is incumbent on you (the student) to learn and understand what is meant by plagiarism and act accordingly. I encourage you to read <http://en.wikipedia.org/wiki/Plagiarism>. No extenuating circumstances will be allowed, no second chance will be given.

I reserve the right to contact a Parent, Administrator, or Counselor at any consequence.

**Classroom Totes**

The care and condition of the classroom totes are paramount to the success of our class. We will practice and demand that the classroom totes will be returned in the same state that you received the tote in. As an instructor I have the right at any time to request to see the condition of our tote or to check if the tote is complete and items are not leaving the classroom.