

FLORIDA STATE COLLEGE AT JACKSONVILLE

NON-COLLEGE CREDIT COURSE OUTLINE

COURSE NUMBER: HCP 0796

COURSE TITLE: Patient Care Technician

PREREQUISITE(S): HCP 0001, HCP 0102C, HCP 0311, HCP 0620, HCP 0780 and HCP 0781

COREQUISITE(S): None

TOTAL CONTACT HOURS: 60 (54-66)

(For Office Use Only:
Vocational Credits 2)

FACULTY WORKLOAD POINTS: 2

STANDARDIZED CLASS SIZE
ALLOCATION: 20

COURSE DESCRIPTION:

This course is designed to focus on the organizational and management skills to practice in a clinical setting. Students enrolled in this course must have completed all modules in the patient care technician program. Students will be prepared as cross-trained, unlicensed health care workers.

SUGGESTED TEXT(S): None

IMPLEMENTATION DATE: Fall Term, 1997 (981)

REVIEW OR MODIFICATION DATE: Fall Term, 1998 (19991)
Fall Term, 2002 (20031)
Fall Term, 2008 (20091) - Outline Review 2007

COURSE TOPICS	CONTACT HOURS <u>PER TOPIC</u>
I. Trends in the Health Care System	5
A. Organizational Restructuring of Hospitals	
1. Work Redesign	
2. The move to patient focused care	
B. Multiskilling	
1. Cross Training	
C. Cost Containment	
D. Consumerism	
II. Teams & Teamwork	16
A. Concept of Team	
1. Self Directed Work Teams	
2. Multifunctional Teams	
B. Chain of Command	
1. Health Care Team	
2. Nursing Team	
C. Role Classification	
1. Legal Issues	
2. Accountability	
D. Delegation Process	
1. Steps of Delegation	
E. Model of Leadership	
F. Management/Organization Skills	
1. Time	
2. Stress	
3. Conflict	
G. Benefits of Teams	
H. Diversity	
III. Interpersonal Dynamics and Communications	16
A. Interpersonal Dynamics	
1. Self-Awareness	
2. Hierarchy of Needs	
3. Stress and Time Management	
4. Problem Solving & Conflict Resolution	
5. Critical Thinking	
6. Leadership	
7. The Team	
B. Communication	
1. Verbal Communication	
2. Nonverbal Communication	
C. Sending and Receiving Information in Health Care	
1. Communicating	
A. Staff Members	
B. Patient/Families/Visitors	

COURSE TOPICS (Continued)	CONTACT HOURS <u>PER TOPIC</u>
C. End of shift Reports	
IV. Nursing Process	8
1. Four Components of the Nursing Process	
2. Registered nurse Role in the Nursing Process	
3. Role of the PCT in the Nursing Process	
A. Making Observations	
B. Problem Solving/Analysis	
C. Reporting	
D. Documentation	
V. Becoming a Patient Care Technician	2
A. Developing Professionalism	
B. Membership in an Organization	
C. Professional Organizations	
VI. Clinical Hours	16
Long Term/Acute/Sub Acute	

PROGRAM TITLE: Patient Care Technician
 COURSE TITLE: Patient Care Technician
 CIP NUMBER: 0317.069904

LIST PERFORMANCE STANDARD ADDRESSED:

NUMBER(S): TITLES(S):

31.05 IF UNLICENSED RESPIRATORY RESTORATIVE TYPE SKILLS ARE TO BE TAUGHT, STUDENTS WILL BE ABLE TO:

- 31.05.01 Name and discuss the avenues of Respiratory Care Practice.
- 31.05.02 Describe common respiratory diseases (asthma, emphysema, chronic bronchitis, atelectasis) and common medications used to treat respiratory diseases.
- 31.05.03 Recognize normal breath sounds when auscultating the chest with a stethoscope.
- 31.05.04 Assemble and practice using gas reducing and flow regulating equipment.
- 31.05.05 Demonstrate and discuss the use of incentive spirometers.
- 31.05.06 Differentiate between various oxygen delivery devices (nasal cannulas, simple and rebreathing masks, oxyhoods, enclosures).
- 31.05.07 Stock shelves with, process, and perform preventative maintenance on respiratory care equipment.
- 31.05.08 Check emergency equipment assigned to respiratory care.
- 31.05.09 Demonstrate/discuss the use of postural drainage and percussion.
- 31.05.10 Discuss and practice the use of the pulse oximeter.
- 31.05.11 Describe the equipment and use of humidity/aerosol.

31.06 IF MEDICAL RECORD KEEPING TYPE SKILLS ARE TO BE TAUGHT, STUDENTS WILL BE ABLE TO:

- 31.06.01 Demonstrate an understanding of basic medical terminology e.g. prefixes, suffixes and root words related to major body systems.
- 31.06.02 Demonstrate an understanding of straight numerical, alphabetical and terminal digit filing.
- 31.06.03 Demonstrate computer literacy, keyboarding and retrieval skills.



NOTE: Use either the Tab key or mouse click to move from field to field. The box will expand to accommodate your entry.

Section 1	
COURSE PREFIX AND NUMBER: <u>HCP0796</u>	SEMESTER CREDIT HOURS (CC): _____ CONTACT HOURS (NCC): <u>60 (54-66)</u>
COURSE TITLE: <u>Patient Care Technician</u>	

Section 2
TYPE OF COURSE: (Click on the box to check all that apply)

<input type="checkbox"/> AA Elective	<input type="checkbox"/> AS Required Professional Course	<input type="checkbox"/> College Prep
<input type="checkbox"/> AS Professional Elective	<input type="checkbox"/> AAS Required Professional Course	<input checked="" type="checkbox"/> Technical Certificate
<input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> PSAV	<input type="checkbox"/> Apprenticeship
<input type="checkbox"/> General Education: (For General Education courses, you must also complete Section 3 and Section 7)		

Section 3 (If applicable)
INDICATE BELOW THE DISCIPLINE AREA FOR GENERAL EDUCATION COURSES:

<input type="checkbox"/> Communications	<input type="checkbox"/> Social & Behavioral Sciences	<input type="checkbox"/> Mathematics
<input type="checkbox"/> Natural Sciences	<input type="checkbox"/> Humanities	

Section 4
INTELLECTUAL COMPETENCIES:

X Reading	X Speaking	X Critical Analysis	X Quantitative Skills	X Scientific Method of Inquiry
X Writing	X Listening	X Information Literacy	X Ethical Judgment	X Working Collaboratively

Section 5	
LEARNING OUTCOMES	METHOD OF ASSESSMENT
• Perform/Assist with Patient Care	Varied Forms of Assessment including:
• Demonstrate Verbal/Written Communication	Written Test
• Recognize Trends in the Health Care System	Check Sheet
• Demonstrate Knowledge/Use of Teams and Teamwork	Oral Responses
• Identify/Demonstrate Interpersonal Dynamics and Communication	Evaluation of Creative Project
• Demonstrate Knowledge of Nursing Process	Journals
•	Direct Observation of application of competencies
•	
•	
•	

Section 6

Name of Person Completing This Form: Judyrhea Buell LPN Date: 03/17/2008