

# KINGSBOROUGH COMMUNITY COLLEGE

Of  
The City University of New York  
Department of Nursing

ST 6 – Professional Strategies for the Surgical Technologist

Prerequisites: ST 5, ST5P

Corequisites: ST6P

Course Syllabus: 2009

Credit Hours: 2

Contact Hours: 3.0

Catalogue Description: This course helps the student to prepare for both certification and life in the work force. It is both a review course for certification as well as development of job-seeking skills to ensure that the student succeeds in a career path. Resume writing, and interviewing techniques are discussed. It will also review those requirements necessary for the Certified Surgical Technologist to complete recertification and continuing education throughout his/her career.

Course Overview: This course will assist the student to develop the knowledge and skills for them to succeed in the field of Surgical Technology. It will assist them in preparing and applying for certification and employment. The course meets 3 hours each week.

Course Objectives: Upon successful completion of this course the student will be able to

1. Discuss requirements for certification.
2. Sit for the National Certification Examination.
3. Describe job seeking skills and resume writing.
4. Master interviewing techniques.
5. Identify requirements for continuing education for recertification
6. Identify test taking strategies.

Topical Outline:

Unit I - Certification Review

Unit II - Job Seeking Skills

Unit III - Test Taking Strategies and Certification/Recertification Requirements

Teaching Strategies:

Lecture

Teacher-guided discussions

Diagnostic examination

Course Requirements:

1. Textbooks

Required:

Boegli, Emily H., Emily W. Rogers and Ann Marie McGuiness, *Complete Review of Surgical Technology*, 2<sup>nd</sup> edition, Prentice Hall, 2006

Recommended:

Fuller, Joanna K., *Surgical Technology: Principles and Practice*, 4<sup>th</sup> Edition, Elsevier, 2005

*AORN Standards, Recommended Practices and Guidelines*, AORN Publishers, Denver, Colorado, 2009

Goldman, Maxine A., *Pocket Guide to the Operating Room*, 3<sup>rd</sup> Edition, F.A. Davis, 2008

Meeker, Margaret H. and Jane C. Rothrock, *Alexander's Care of the Patient in Surgery*, Mosby, 13<sup>th</sup> Edition, 2007

2. Attendance:

A student is deemed excessively absent when he or she has been absent 15% of the number of contact hours a class meets during a semester. When a student is excessively absent, a grade of "W" or "WU" will be assigned as described in the college catalog.

3. Health Clearance – CPR Training – Malpractice Insurance:

Students are required to have health clearance, malpractice insurance and evidence of CPR training prior to registration.

During the semester any change in the student's health clearance (e.g., serious illness, accident, pregnancy, etc.) necessitates evaluation by student health service. Student responsibility includes notification of the instructor and course coordinator. Health clearance must be maintained to continue course enrollment.

Grades will be calculated according to college and departmental policy as follows:

A+ 97-100

A 93-96

A- 90-92

B+ 87-89

B 83-86

B- 80-82

C+ 78-79

C 75-77

C- 70-74

D+ 66-69

D 60-65

F <60 and below

W Withdrew without penalty

WU Unofficial Withdrawal (Counts as failure)

INC Term's Work Incomplete. Counts as "F" grade unless work is completed within six months.

Grades will be determined as described below:

Written Assignments & Exams 60%

Final Exam 40%

The Department of Nursing adheres to the Policies and Procedures on Academic Integrity as set forth by CUNY. See the Surgical Technology Student Handbook, the KCC Catalog and website for further details.

Students are expected to take all tests when scheduled. Exceptions to this rule will be for emergency situations and the faculty must know in advance. Students who do not take a test on the scheduled date are required to take a makeup test. All makeup tests will be given at the end of the semester. Students who fail to take the scheduled exams or makeup will receive a grade of zero for that test.

All written assignments must comply with college standards for written work. Written assignments are to be turned in during the class period on the date that they are due.

All assignments must be handed in by the end of the course to complete the requirements of the course. A late assignment will meet the requirements of the course but will not receive full credit. If written assignments are not submitted by the end of the course, the student will receive a grade of "F" for the course.

A conference with the instructor is required at mid-semester and at the end of the course to discuss the student's progress. Students may initiate conferences at other times.

#### 4. Classroom Decorum:

All pagers, wireless phones, electronic games, radios, tape or CD players or other devices that generate sound must be turned off when any member of the academic community enters a classroom. Cellular devices are allowed to be on in the classroom only if the owner is using the caller ID, voice messages or a vibrating battery or universal clip mechanism. **NO TEXTING IS ALLOWED AT ANY TIME DURING CLASS AND/OR LABS.** Members of the academic community must exit the classroom to make or receive calls.

#### 5. Retention Criteria:

Criteria for retention in the Program mandates that students must:

- a. receive no more than two grades under "C" in any pre or corequisites
- b. earn a minimum final grade of "C" in every Surgical Technology course.
- c. the student must repeat a Surgical Technology course once if the grade is below "C"
- d. a second grade below "C" will result in the student's dismissal from the program.
- e. Students who fail a course achieving a grade of not less than "C-" may apply to repeat the course one time only. Repeating the course is subject to space availability.
- f. Students must submit an **"Intent to Return to Surgical Technology Form"** outlining what they thought caused them to be unsuccessful and include a plan for success that demonstrates significant changes in how they will approach the course when repeated.

## 6. Dress Requirements:

Students must present themselves as professional role models. Students are to travel to and from health agencies in street clothes.

“In Uniform” refers to the standard uniform of KCC Department of Nursing/Surgical Technology Program

1. All students are to change into appropriate scrubs provided by the agencies
2. A knee-length, white lab coat is to be worn when necessary.
3. The KCC patch is to be sewn on the left upper sleeve of the lab coat.
4. Current KCC Student ID card is to be worn at all times.
5. No jewelry other than plain wedding ring.
6. Nails should not extend beyond the fingertips and should be rounded and clean.
7. No nail polish is permissible in the clinical agencies.
8. Hair is to be clean, off the face and above collar line.
9. Subdued makeup.
10. In the clinical setting, all requirements of the AORN for attire must be maintained.

## 7. Fatigue

Fatigue can certainly impair a health care worker’s ability to provide safe, professional care. Thus KCC’s Nursing Department states: All students need to carefully assess his/her level of fatigue, school requirements in terms of lecture, on-campus labs and clinical experiences and own work schedules. This assessment should carefully consider the potential impact of excessive employment on his/her ability to provide safe, professional care. Each student has an ethical responsibility to ensure that fatigue does not negatively impact student responsibilities.

<b>UNIT 1: Certification Review</b>		
<b>Learner Objectives</b>	<b>Content/Lecture Discussion</b>	<b>Related Learner Experiences</b>
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> <li>1. Discuss medical terminology.</li> <li>2. Discuss anatomy and physiology.</li> </ol>	<p>WEEK 1</p> <p>Readings: Boegli: Chap 1, 2 Ehrlich and Schoeder BIO 11 and 12 text</p>	<p>ST 4 and ST 5 anatomy worksheets.</p>
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> <li>1. Discuss microbiology related to surgery.</li> <li>2. Discuss principles of infection control.</li> <li>3. Discuss the surgical environment.</li> </ol>	<p>WEEK 2</p> <p>Readings: Boegli: Chap 3, 6 BIO 51 text Fuller: Chap 5, p 60-72 Chap 7, p 88-110 Chap 14, p 271-292</p>	<p>Microbiology handout.</p>
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> <li>1. Discuss principles of biomedical science as they relate to surgery.</li> <li>2. Discuss principles of safety in the OR.</li> <li>3. Discuss.</li> </ol>	<p>WEEK 3</p> <p>Readings: Boegli: Chap 5 Fuller: Chap 17 &amp; 18, p 347-379</p>	<p>Biotechnology Handout</p>
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> <li>1. Discuss principles of sterilization.</li> <li>2. Discuss principles of aseptic technique.</li> </ol>	<p>WEEK 4</p> <p>Readings: Boegli: Chap 7 Fuller: Chap 8&amp; 9, p 11-161</p>	
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> <li>1. Discuss principles of surgical pharmacology.</li> <li>2. Discuss principles of anesthesia.</li> </ol>	<p>WEEK 5</p> <p>Readings: Boegli: 4 &amp; 8 Fuller: Chap 2, p 17-32 Chap 12, p 215-243 Chap 13, p 244-270 Chap 19, p 380-403</p>	

<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> <li>1. Discuss wound management.</li> <li>2. Discuss the use of instrumentation and equipment in surgery.</li> <li>3. Discuss principles of positioning.</li> </ol>	<p style="text-align: center;">WEEK 6</p> <p>Readings:  Boegli: 9 &amp; 10  Fuller: Chap 10, p 162-214  Chap 15, p 293-320  Chap 16, p 321-346  Chap 20, p 404-421</p>	
<p>Upon completion of this unit the student will be able to discuss surgical procedures, instrumentation, equipment and supply needs required for:</p> <ol style="list-style-type: none"> <li>1. General Surgery</li> <li>2. GYN and Obstetric surgery</li> <li>3. Urologic surgery</li> </ol>	<p style="text-align: center;">WEEK 7</p> <p>Readings:  Boegli: 12, 13 &amp; 14  Fuller: Chap 21, p 422-508  Chap 22, p 509-550  Chap 23, p 551-591</p>	
<p>Upon completion of this unit the student will be able to discuss surgical procedures, instrumentation, equipment and supply needs required for:</p> <ol style="list-style-type: none"> <li>1. Head and Neck Surgery</li> <li>2. Plastic &amp; Reconstructive Surgery</li> <li>3. Ophthalmology Surgery</li> <li>4. Pediatric Surgery</li> </ol>	<p style="text-align: center;">WEEK 8</p> <p>Readings:  Boegli: 15, 16, &amp; 19  Fuller: Chap 24, p 592-626  Chap 25, p 627-679  Chap 26, p 680-707  Chap 30-, p 878-894</p>	
<p>Upon completion of this unit the student will be able to discuss surgical procedures, instrumentation, equipment and supply needs required for:</p> <ol style="list-style-type: none"> <li>1. Orthopedic Surgery</li> <li>2. Neurosurgery</li> </ol>	<p style="text-align: center;">WEEK 9</p> <p>Readings:  Boegli: 17 &amp; 18  Fuller: Chap 27, p 708-760  Chap 31, p 895-905</p>	
<p>Upon completion of this unit the student will be able to discuss surgical procedures, instrumentation, equipment and supply needs required for:</p> <ol style="list-style-type: none"> <li>1. Vascular Surgery</li> <li>2. Thoracic Surgery</li> <li>3. Cardiac Surgery</li> </ol>	<p style="text-align: center;">WEEK 10</p> <p>Readings:  Boegli: 20  Fuller: Chap 28, p 761-793  Chap 29, p 794-877</p>	

<b>UNIT 2: Job Seeking Skills</b>		
<b>Learner Objectives</b>	<b>Content/Lecture Discussion</b>	<b>Related Learner Experiences</b>
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> <li>1. Prepare a professional resume</li> <li>2. Prepare a professional Cover letter</li> <li>3. Prepare for a professional interview.</li> </ol>	WEEK 11	<p>Sample Resumes and cover letters.</p> <p>Assignment: Resume and Cover letter</p> <p>Mock Interview</p>
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> <li>1. Discuss professional responsibilities of the CST.</li> <li>2. Discuss test taking strategies and the certification/recertification process.</li> </ol>	WEEK 12	<p>AST application</p> <p>Recertification handout</p> <p>CST Examination.</p>

<b>UNIT 3: Test Taking Strategies and Certification/Recertification Requirements</b>		
<b>Learner Objectives</b>	<b>Content/Lecture Discussion</b>	<b>Related Learner Experiences</b>
<p>Upon completion of this unit the student will be able to:</p> <ol style="list-style-type: none"> <li>1. Discuss professional aspects of surgical technology.</li> <li>2. Utilize test taking strategies.</li> <li>3. Discuss the process of certification and recertification.</li> </ol>	<p>WEEK 12</p> <p>Readings: Boegli: 11 Fuller: Chap 1, p 2-16 Chap 3, p 33-49 Chap 4, p 50-59 Chap 6, p 73-87</p>	<p>AST application</p> <p>Certification Application</p> <p>Recertification form</p> <p>CST Certification Exam</p>