

## Course Syllabus

COURSE:	RSPT 1410.200 Respiratory Care Procedures I
SEMESTER:	Fall 2025
CLASS TIMES:	Monday/Wednesday 2:00 PM – 3:20 PM
LAB TIMES:	Monday or Wednesday 12:30 PM – 1:50 PM
INSTRUCTOR:	Kristal Jones, BSRC, RRT, RRT-ACCS, RRT-NPS
OFFICE:	Reese Center, Building 2, Room 223C
OFFICE HOURS:	Monday & Wednesday: 9:00 AM – 11:00AM Tuesday & Thursday: 1:00 PM – 3:00 PM Friday: By appointment only Other times by appointment
OFFICE PHONE:	806-716-4624
E-MAIL:	<a href="mailto:kjones@southplainscollege.edu">kjones@southplainscollege.edu</a>

**“South Plains College improves each student’s life.”**

### **GENERAL COURSE INFORMATION**

\*It is the responsibility of each student to be familiar with the content and requirements listed in the course syllabus, SPC Student Handbook, and Program Handbook. \*

### **COURSE DESCRIPTION**

Introduction to respiratory care fundamentals. This course provides a foundation to essential knowledge of the equipment and techniques used in the treatment of cardiopulmonary disease.

### **COURSE OBJECTIVES AND LEARNING OUTCOMES**

#### **COURSE OBJECTIVES**

1. Describe why patient interviews are necessary, the appropriate interview techniques, and medical terms/symbols. (F1, 2, 5, 6)
2. The student will recognize the four classic vital signs and techniques for their measurement, explain the value of monitoring their trends, recognize normal values, and list common causes of deviation from normal in adults.  
(F-1, 2, 3, 5, 6, 9, 12, C-5, 6, 7, 18, 19)
3. The student will recognize the four components of the physical exam, describe the correct methods for obtaining physical information, recognize the clinical significance of other bedside clinical findings, identify four basic parts of a stethoscope, proper technique for the auscultation of breath sounds using a stethoscope.  
(F-1, 2, 5, 6, 9, 12, C-5, 6, 7, 18, 19)
4. The student will describe what constitutes a medical record, explain the legal and practical obligations involved in recordkeeping, and explain the method of maintaining a problem-oriented medical record.  
(F-1, 2, 5, 6, C-6, 7, 8, 9, C-18, 19)
5. Describe production and storage of medical gases and the devices used to control their delivery in the clinical setting. (F1, 3, 8, C19)
  - A. Differentiate between gases and gas mixtures that are used clinically as well as explaining their production methods
  - B. Explain the differences that exist between gaseous and liquid storage methods
  - C. Determine the contents of both compressed gas and liquid cylinders
  - D. Compute the duration of flow for compressed and liquid gas therapy
  - E. Describe proper storage, transport and use of compressed gas cylinders
  - F. Differentiate between gas supply systems

- G. Explain the procedure to follow if a bulk oxygen delivery system fails
  - H. Identify and explain which safety systems apply to various equipment connections
  - I. Select proper devices to regulate gas pressure and control flow and explain the function of each
  - J. Assemble, check for proper function and identify malfunctions in gas delivery equipment
  - K. Correct common malfunctions of gas delivery equipment
6. Determine desired goals of gas therapy, select the proper mode of administration, monitor patient response, and recommend changes in the prescribe therapy (F1, 2, 3, 5, 6, 8, 9, 12, C7, 18, 19, 20)
    - A. Differentiate between hypoxia and hypoxemia
    - B. Identify when use of oxygen therapy is appropriate
    - C. Assess the need for oxygen therapy
    - D. Describe the complications associated with oxygen therapy
    - E. Select correct oxygen delivery system appropriate for the respiratory care plan
    - F. Check for proper function, identify and correct malfunctions of oxygen delivery systems
    - G. Evaluate and monitor a patient's response to oxygen therapy
    - H. Modify or recommend modification of oxygen therapy on the basis of patient response
  7. Describe the principles of humidity and bland aerosol therapy (F1, 2, 3, 5, 6, 8, 9, 12, C7,18,19,20)
    - A. Describe the effect dry gases have on the respiratory tract
    - B. Identify when and how to humidify and warm inspired gases
    - C. Explain the general performance of different humidifiers and feed systems
    - D. Discuss methods to enhance humidifier performance
    - E. Describe how to monitor patients receiving humidity therapy
    - F. Identify and resolve common problems with humidification systems
    - G. Understand when to apply bland aerosol therapy
    - H. Identify and explain how delivery systems for bland aerosol therapy function
    - I. Identify and resolve common problems with aerosol delivery systems
    - J. Explain how to perform sputum induction
    - K. Select or recommend the appropriate therapy to condition a patient's inspired air
  8. Explain the principles of aerosol drug therapy (F1, 2, 3, 5, 6, 8, 9, 12, C7, 18, 19, 20)
    - A. Describe what characterizes an aerosol
    - B. Describe how particle size, motion and airway characteristics affect aerosol deposition
    - C. Explain how aerosols are generated
    - D. Identify hazards associated with aerosol drug therapy
    - E. Select the best aerosol drug delivery system for a given patient
    - F. Initiate and modify aerosol drug therapy
    - G. Describe the technique used to teach a patient to properly self-administer drug aerosol therapy
    - H. Assess patients' response to bronchodilator therapy at the point of care
    - I. Apply aerosol therapy in certain circumstances
    - J. Protect patient and caregivers from exposure to aerosolized drugs
  9. Demonstrate an understanding of the indications, rationale, contraindications, and techniques for bronchial hygiene therapy (F1, 2, 5, 6, 8, 9, 12, C7)
    - A. Describe how normal airway clearance mechanisms work and what can impair their function
    - B. Describe diseases associated with abnormal clearance of secretions
    - C. List goals and indications that apply to bronchial hygiene therapy
    - D. Assess the need for bronchial hygiene therapy
    - E. Select and perform various bronchial hygiene techniques including:
      1. Postural drainage, percussion and vibration
      2. Directed coughing and related expulsion techniques
      3. PEP therapy
      4. High-frequency oscillation methods
      5. Mobilization and exercise
      6. Monitor and evaluate a patient's response to bronchial hygiene therapy
      7. Modify bronchial hygiene therapies on the basis of patient response

10. Describe physiologic effects, goals, hazards, and techniques of lung inflation therapy (F1, 2, 3, 5, 6, 8, 9, C7, 18, 19, 20)
- Identify the common types of atelectasis and list their causes
  - Identify patients that would benefit from lung expansion therapy
  - Describe clinical findings seen in atelectasis
  - Explain how lung expansion therapy works
  - List indications, hazards, and complications associated with the various modes of lung expansion therapy
  - Describe the function of the equipment utilized to treat atelectasis
  - List the primary responsibilities of the respiratory care practitioner in planning, implementing, and evaluating lung expansion therapy

### **STUDENT LEARNING OUTCOMES**

Utilize data related to patient assessment; utilize respiratory equipment; perform therapeutic procedures including medical gas therapy, humidity and aerosol therapy, lung expansion therapy, bronchial hygiene therapy, and pulse oximetry; recommend modification of therapy, and maintain patient records.

### **OUTCOME ASSESSMENT METHODS**

Assessment methods for this course are both formative and summative.

Formative assessments include:

- Unit Exams
- Written Assignments
- Quizzes
- Lab Competencies
- Other Projects Assigned

Summative assessments include:

- Comprehensive Final Exam

### **GRADING FORMULA**

Grades in this course will be determined using the following criteria:

<b>Assessment Tool</b>	<b>%</b>
Lab Competencies	25%
Unit Assignments/Simulations/Quizzes	15%
Unit Exams	40%
Final Examination	20%

<b>Percentage Score</b>	<b>Grade</b>
<b>90-100</b>	<b>A</b>
<b>80-89</b>	<b>B</b>
<b>75-79</b>	<b>C</b>
65-74	D
0-64	F

### **GRADING POLICIES**

To successfully complete this course, students are required to achieve a grade of **75% or higher**. Those who do not meet this passing requirement will not be permitted to proceed within the SPC program.

## **ASSIGNMENT SUBMISSION POLICY**

### **LAB COMPETENCIES (25%)**

1. Students must complete laboratory exercises during lab time, individually or in small groups, as assigned. Laboratory exercises and skills practice allow the student to apply the reading and lecture material to actual performance of skills.
2. Students will be required to successfully complete the following competencies in lab:

#### **Mandatory Competencies for RSPT 1410**

Aerosol Face Mask	Mucous Clearance Adjuncts
Air Entrainment Mask	Nasal Cannula
Chest Assessment	Partial/Non-Rebreather Mask
Chest Physiotherapy	Peak Flow
Dry Powder Inhaler	Pulse Oximetry
Handwashing	Simple Mask
Incentive Spirometer	Small Volume Nebulizer
IPPB (demonstration)	Transport with Oxygen
Metered Dose Inhaler	Vital Signs

All competencies will be documented in Trajecsys by the SPC instructor evaluating the student. The student is not considered proficient in lab competencies until a satisfactory rating has been achieved. The student will be evaluated as:

**-Satisfactory (100%)** - Ready for clinical application with minimal supervision. Performed procedure accurately.

**-Unsatisfactory performance (0%)** - Not ready for clinical application.

Requires remediation under one of the following categories:

- **Unsatisfactory 1st attempt (0%):** Requires additional lab practice and complete re-evaluation of the procedure. If the student receives Unsatisfactory on 1<sup>st</sup> attempt, the student may attempt the competency on another lab day after reviewing the procedure, unless notified otherwise by the instructor. An Unsatisfactory 1<sup>st</sup> attempt will be documented in Trajecsys and a grade of zero (0%) will be recorded in the gradebook.
- **Unsatisfactory 2nd attempt (0%):** Requires additional lab practice and complete re-evaluation of the procedure. If the student receives an Unsatisfactory on 2<sup>nd</sup> attempt, the student must attempt the competency on another lab day after meeting with the instructor and following a documented remediation plan. The documented remediation plan will be customized to meet the students' deficiencies. An Unsatisfactory 2<sup>nd</sup> attempt will be documented in Trajecsys, a grade of zero (0%) will be recorded in the gradebook, and 3<sup>rd</sup> attempt will be recorded for verification.
- **Unsatisfactory 3rd attempt (0%):** The student will meet with the instructor to review the unsatisfactory items documented in the recording. The student is unable to proceed with the program but will be allowed to withdraw from the course with a "W". If the student chooses not to withdraw personally, they will receive an "F" for the course.

Each competency attempt will be scored as "Satisfactory (100%)" or "Unsatisfactory (0%)" and included in the Lab Competency Grade. Students must complete every competency with a Satisfactory rating to complete the course.

Failure to complete all competencies with satisfactory performance will jeopardize the student's ability to continue in the program.

### **ASSIGNMENTS (10%)**

Students are expected to maintain a reading schedule at home to keep current with classroom discussions. We also encourage reviewing the OneVision supplemental content prior to coming to class. Content specific links will be provided in Blackboard. Unit assignments, simulations and quizzes will be posted in Blackboard with due dates. **Late assignments will not be accepted.**

### **UNIT EXAMS (40%)**

There will be four unit exams. Make-up exams will not be given and no exams are dropped.

### **FINAL EXAMINATION (25%)**

Final Exam will be comprehensive.

### **EXAM POLICY & COMPUTERIZED TESTING**

We will be utilizing Honorlock within Blackboard Ultra to administer exams. You will need to have a working camera on your computer to take these exams. In the event technical problems arise there is a chat help option within the exam and an exam proctor to assist with these problems. Basic calculators will be provided during the exam within the exam. Restrictions regarding computerized testing will be set by the instructor within Honorlock to ensure academic integrity and review of testing as necessary.

<https://honorlock.kb.help/honorlock-best-practices-for-test-takers/>

### **SPC CAMPUS POLICIES**

For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title V Pregnancy Accommodations, CARE Team, COVID, and Campus Concealed Carry, please visit: <https://www.southplainscollege.edu/syllabusstatements/>

### **STUDENT CONDUCT**

Rules and regulations relating to the students at South Plains College are made with the view of protecting the best interests of the individual, the general welfare of the entire student body, and the educational objectives of the college. As in any segment of society, a college community must be guided by standards that are stringent enough to prevent disorder, yet moderate enough to provide an atmosphere conducive to intellectual and personal development. A high standard of conduct is expected of all students. When a student enrolls at South Plains College, it is assumed that the student accepts the obligations of performance and behavior imposed by the college relevant to its lawful missions, processes, and functions. Obedience to the law, respect for properly constituted authority, personal honor, integrity, and common sense guide the actions of each member of the college community both in and out of the classroom. Students are subject to federal, state, and local laws, as well as South Plains College rules and regulations. A student is not entitled to greater immunities or privileges before the law than those enjoyed by other citizens. Students are subject to such reasonable disciplinary action as the administration of the college may consider appropriate, including suspension and expulsion in appropriate cases for breach of federal, state, or local laws, or college rules and regulations. This principle extends to conduct off-campus which is likely to have adverse effects on the college or on the educational process which identifies the offender as an unfit associate for fellow students. Any student who fails to perform according to expected standards may be asked to withdraw.

Rules and regulations regarding student conduct appear in the current Student Guide.

<http://catalog.southplainscollege.edu/content.php?catoid=49&navoid=1321>

In addition, students are expected to follow the ethics and rules of professional conduct as outlined in the Respiratory Care Program Student Handbook. Unprofessional conduct on a student's part, as outlined in the student handbook, may result in dismissal from their respective program or class.

## **ACADEMIC INTEGRITY**

<http://catalog.southplainscollege.edu/content.php?catoid=59&navoid=2027>

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of a student to present as their own any work which they have not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly academic or disciplinary suspension. Initial offenses of cheating and plagiarism are considered academic discipline and are managed on a case-by-case basis by the faculty and academic administration through [SPC Policy FAC - Academic Appeals Procedure](#).

### **CHEATING**

Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as to final examinations, daily reports, and term papers.

A **0** or **F** will be given on any assignment or test, that cheating was utilized. Offenders may be liable for being dropped from the course at the discretion of the instructor.

### **PLAGIARISM**

Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identifiable expression of material taken from books, Internet resources, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of a fellow student, is guilty of plagiarism.

**If found cheating or plagiarizing, the student's future in this program will be based on the decisions from the Allied Health Departmental Director's Committee.**

## **ATTENDANCE**

### **CLASSROOM ATTENDANCE**

It is imperative that students in all programs adhere to this attendance policy. Consistency in attendance expectations ensures that all students have a fair and equitable opportunity to succeed in their academic endeavors.

- Regular attendance is mandatory for all classes. Students are expected to attend all scheduled class sessions, including lectures, labs, and other instructional activities.
- Students who accumulate excessive absences may face consequences that impact their grades and overall success in the program.

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus. When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy. It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or

classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

([http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class Attendance](http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class_Attendance))

Regular attendance is necessary to successfully meet the course objectives. The student is responsible for all class work covered during absences from class. Students are expected to be in class, on time. A student is tardy if he/she arrives more than 5 minutes after class begins. If a student is tardy to class three times, it will be counted as one absence. It is the student's responsibility to inform the instructor of the reason for an absence and to do so in a timely fashion. A student may be administratively withdrawn from the course if he/she has more than **three** absences from class and the instructor determines the student is unable to successfully meet the course objectives. **Work schedule is not** an excuse for missing class. Students are allowed to attend class via zoom if not able to attend in the traditional classroom. Students attending via zoom are required to be in a learning environment, present for the entirety of the class, and visible on camera at all times to be considered "present". Should the student opt to have camera off, not be in an appropriate learning environment, or not present for the entirety of the class, the instructor will consider this an absence. Students who are tardy are asked to respect their peers and enter the classroom quietly in order not to disrupt the class. Students who are late to a class starting with an examination will not be given additional time to complete the exam. Students who are more than 15 minutes late to class will be marked absent.

### **SKILLS LAB ATTENDANCE**

**Students will be required to attend skills lab sessions based on the schedule provided.** These are conducted on Monday and/or Wednesday as listed in your lab schedule. Students will be solely responsible for documenting their attendance in Trajecsys for the skills lab. Assignments completed during skills lab will be uploaded into Blackboard for review and competencies completed will be documented in Trajecsys. **Students are allowed 1 skills lab absence** and it will need to be documented in Trajecsys within 24 hours of said absence. **Any additional absence is a 2 point deduction per occurrence from the student's final grade for RSPT 1410.** Content and competencies missed will have to be made up with the Skills Lab Instructor. Students cannot proceed in the program unless all competencies are successfully completed.

### **DROP AND SCHEDULE CHANGE**

Please refer to the [South Plains College Catalog](http://catalog.southplainscollege.edu) for additional information on attendance policies and administrative drops. Students should take these policies seriously to ensure they meet the attendance requirements and avoid any academic or financial consequences.

[http://catalog.southplainscollege.edu/content.php?catoid=60&navoid=2086#dropping a course](http://catalog.southplainscollege.edu/content.php?catoid=60&navoid=2086#dropping_a_course)

These procedures provide students with the flexibility to manage their course enrollment, whether they need to drop a class, withdraw from all classes, or make schedule changes during the specified period. It is advisable for students to communicate with instructors and advisors as needed when making these decisions.

### **COMMUNICATION**

Electronic communication between the instructor and students in this course will utilize the South Plains College "My SPC", email systems and via GroupMe app. Text messaging may also be used for communication. The instructor will not initiate communication using private email accounts. Students are encouraged to check their SPC email on a regular basis, ideally daily, and respond to emails and text messages promptly, within 24 hours. Students will have access to assignments, web links, handouts, and other vital course material delivered via Blackboard, and other electronic means.

If necessary, students may contact me on my personal cell phone between the hours 7:00 am-7:00 pm M-F. On the weekends/holidays, please do not contact me before 10:00 am and after 6:00 pm. When contacting my personal cell phone, text message is preferred. Please allow up to 24 hours for a response on weekends/holidays. If you need to reach me after the hours listed or will be absent from class, please send a text message or an email to my SPC email. Direct message in GroupMe app is also appropriate.



## **EMAIL**

Students are required to use their official South Plains College (SPC) email addresses for all college-related communications. Official SPC email addresses are provided to each student upon enrollment and are the primary means of communication between students, faculty, and the college.

**Email Etiquette** - Students are expected to maintain a professional and respectful tone in all email communications with faculty, staff, and fellow students. Offensive, disrespectful, or inappropriate language in emails is strictly prohibited. The professional expectation is acknowledgment of communication within 24 hours.

**Email Security** - Students should take steps to protect their email accounts. This includes using strong, unique passwords and not sharing email login credentials. If students suspect their email accounts have been compromised, they should report it immediately to the college's IT department. 806-716-2600 contact information [Helpdesk@southplainscollege.edu](mailto:Helpdesk@southplainscollege.edu)

**Check Email Regularly** - Students are encouraged to check their official SPC email accounts regularly. Important announcements, updates, and notices from instructors, administrative departments, and the college as a whole are communicated through your SPC email accounts.

**SPC Alerts** - Students are automatically enrolled in SPC Alerts, which is an emergency notification system. Students are encouraged to ensure their contact information is up to date in SPC Alerts to receive important safety and emergency notifications.

**Email Support** - If students encounter technical issues with their SPC email accounts or need assistance with email-related concerns, they should contact the college's IT support services for assistance. [806-716-2470 or [helpdesk@southplainscollege.edu](mailto:helpdesk@southplainscollege.edu)]

## **CELL PHONE/SMART WATCH POLICY**

Cellphones must be put away and turned **OFF** or put on **silent** during scheduled class/lab periods unless prior approval has been given by the instructor. Cell phones are to be used **outside** of the classroom while class is in session. This includes text messaging and internet browsing. Cell phones may be used during class time as directed by the instructor. Cellphones and smart watches will be secured during all testing.

Students will be dismissed from class/lab and sent home if a phone continuously rings/vibrates or if the student is discovered texting or browsing the internet. If dismissed from class, the student will receive an **absence** for the day.

**EMERGENCY MESSAGES:** In the event of an emergency during the normal class schedule, the student should notify their family to call the Kristal Jones, DCE Office at (806) 716-4624 or (682) 552-8922. Class will not be interrupted unless it is an emergency, so the family members must identify themselves and state that it is an emergency to get immediate action. For emergencies during clinical rotations, the student should notify their family to call and leave a message or text Kristal Jones, DCE to the number or numbers provided in the clinical course syllabus and/or on the clinical course schedule.

## **SOCIAL MEDIA**

This policy is intended to guide health sciences students on the appropriate use of social media while maintaining the highest standards of professionalism and patient confidentiality.

### **Professionalism:**

- Health sciences students should conduct themselves on social media platforms with the same level of professionalism and respect as expected in the classroom and clinical settings. Students should refrain from engaging in any behavior or posting content that reflects negatively on SPC, their program, or the healthcare profession. Avoid engaging in public online disputes or conflicts, especially those involving colleagues, faculty, or patients.

### **Patient Confidentiality:**

Students must uphold the highest standards of patient confidentiality. Do not discuss specific patients, cases, or share any patient-related information on social media platforms, even if patient names or identifiers are not disclosed. Be cautious about sharing any content that might indirectly reveal patient information, such as photos or stories taken in clinical settings

## **RESOURCES** **BLACKBOARD**



Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course throughout the semester.

## **TEXT AND COURSE MATERIALS**

### **Required Textbook and Materials**

Egan's Fundamentals of Respiratory Care, 13th Edition (2024) ISBN 978-0323931991

Wilkins' Clinical Assessment in Respiratory Care, 9th Ed. (2022). ISBN: 978-0-323-323-69699-9

Mosby's Respiratory Care Equipment, 11th Ed. (2022). ISBN: 9780323712217

Trajecsys Student License

### **COMPUTER USAGE**

As computer technology in the field of health occupations continues to become more popular, computers will be used in this course for several assignments. All students have access to computers and printers on the South Plains College campus. Students will be expected to utilize computers to access assignments and classroom resources. All registered students are supplied with a working email account from South Plains College. In order to take exams, students must have their username and password.

**ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USERNAME AND PASSWORD.**

### **COMPUTER LAB USAGE**

The computer lab(s) on any campus may be used by students during scheduled hours or as assigned by an instructor. Printer paper will not be provided for students to print materials, but students may seek assistance from faculty or staff to request lab paper from the college if needed. Lack of computer lab paper is not an excuse for not having homework assignments, skills lab sheets, or any other required documents. Students should come prepared for class.

### **COURSE DISCLAIMER**

In order to better prepare students for a career in the Respiratory Care profession, there will be times during this course when students will be exposed to training scenarios and situations that will be unpleasant to the average college student. If the student does not feel they can tolerate this type of learning environment, they should discuss this with me immediately before continuing the course.

### **CHANGES and AMENDMENTS TO SYLLABUS**

The program director or clinical coordinator reserves the right to make reasonable changes to the syllabus at any time during the semester. If this occurs, the students will be notified and furnished a copy of all applicable changes or amendments.

### **VERIFICATION OF WORKPLACE COMPETENCIES**

This course allows students the opportunity to utilize skills learned in lecture & laboratory instruction at appropriate clinic sites.

### **CONFERENCES**

If at any time a student is not satisfied with their overall performance, he/she is encouraged to schedule an appointment with the DCE/Instructor. Please refer to the Respiratory Care Program Student Handbook for more details regarding remediation/tutoring.

## **REMEDICATION**

Please refer to the Respiratory Care Program Student Handbook for the remediation policy for exams and competencies.

Lab competency remedial plans will be developed by the instructor to include, but not limited to:

- Review of procedures
- Laboratory practice
- Supervised demonstration

## **DROP AND SCHEDULE CHANGE**

Please refer to the [South Plains College Catalog](#) for additional information on attendance policies and administrative drops. Students should take these policies seriously to ensure they meet the attendance requirements and avoid any academic or financial consequences.

[http://catalog.southplainscollege.edu/content.php?catoid=60&navoid=2086#dropping\\_a\\_course](http://catalog.southplainscollege.edu/content.php?catoid=60&navoid=2086#dropping_a_course)

These procedures provide students with the flexibility to manage their course enrollment, whether they need to drop a class, withdraw from all classes, or make schedule changes during the specified period. It is advisable for students to communicate with instructors and advisors as needed when making these decisions.

## **WITHDRAWING FROM ALL CLASSES**

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting <http://www.southplainscollege.edu/admission-aid/advising/spcadvisors.php> or by calling 806-716-2366.

## **SYLLABUS STATEMENTS**

Statements for the following items can be found at Syllabus Statements on the South Plains College website. <https://www.southplainscollege.edu/syllabusstatements/>

- **Intellectual Exchange Statement**
- **Disabilities Statement**
- **Non-Discrimination Statement**
- **Title IX Pregnancy Accommodations Statement**
- **CARE (Campus Assessment, Response, and Evaluation) Team**
- **Campus Concealed Carry Statement**
- **COVID-19**
- **Artificial Intelligence Statement**

## RSPT 1410.200 – Respiratory Care Procedures I COURSE OUTLINE

### Unit 1 Bedside Assessment of the Patient

Reading Assignment: Wilkins' Clinical Assessment in RC Chapters 4 & 5  
Egan's Fundamentals in RC Chapter 16

OneVision Supplemental Content provided in Blackboard

Unit 1 Worksheet Assignment

**Competencies:** Handwashing, Pulse Oximetry, Vital Signs, Chest Assessment

**Exam 1**

### Unit 2 Medical Gas and Oxygen Therapy

Reading Assignment: Respiratory Care Equipment Chapters 3 & 4  
Egan's Fundamentals in RC Chapter 41 & 42

OneVision Supplemental Content provided in Blackboard

Unit 2 Worksheet Assignment

**Competencies:** Transport with oxygen, Nasal Cannula, Simple Mask, Air Entrainment,  
Partial/Non-Rebreather

**Exam 2**

### Unit 3 Humidity and Aerosol Therapy

Reading Assignment: Respiratory Care Equipment Chapter 6  
Egan's Fundamentals in RC Chapters 39 & 40

OneVision Supplemental Content provided in Blackboard

Unit 3 Worksheet Assignment

**Competencies:** Aerosol Face Mask, Small Volume Nebulizer, Metered Dose Inhaler,  
Dry Powder Inhaler

**Exam 3**

### Unit 4 Airway Clearance Therapy

Reading Assignment: Respiratory Care Equipment Chapter 7  
Egan's Fundamentals in RC Chapter 44

OneVision Supplemental Content provided in Blackboard

Unit 4 Worksheet Assignment

**Competencies:** Chest Physiotherapy, Mucous Clearance Adjuncts

**Exam 4**

### Unit 5 Lung Expansion Therapy

Reading Assignment: Respiratory Care Equipment Chapter 7  
Egan's Fundamentals in RC Chapter 43

OneVision Supplemental Content provided in Blackboard

Unit 5 Worksheet Assignment

**Competencies:** Incentive Spirometer, IPPB, Peak Flow

**\*Unit 5 content will be assessed on the comprehensive final exam.**

### Comprehensive Final Exam