ADVANCED CARE PARAMEDIC

KEYANO COLLEGE

COURSE SYLLABUS

ACP 507

Physical Examination

FALL 2020

Instructor: Carolyn Harrington

ADVANCED CARE PARAMEDIC DIPLOMA

INSTRUCTOR: Carolyn Harrington

HOURS OF INSTRUCTION:

Timetable will be distributed the first day of class.

COURSE DESCRIPTION:

ACP 507 – Physical Examination   3 credit   45 hours

Course Description

This Physical Examination Course is designed to help practitioners learn the intricate functions of the human body. It will teach the practitioner to perform physical examinations when working with patients who are in different states of physical, mental, and emotional health.

A thorough examination is a requirement when forming a relevant clinical diagnosis. The history obtained from our patients will guide us to our preliminary diagnosis. The preliminary diagnosis then directs our examination to the effected systems. The history also defines the urgency of treatments or interventions to be performed.

Throughout this Physical Examination course, the student will expand any current knowledge of physical assessment and techniques that are performed. In addition the course content emphasizes the importance of promoting wellness. Many patients' state repeatedly that they wish they had another chance. If they could wind the clock backward to a time they were healthy, they would be so relieved. It is very important for the professional to be a good role model for their patients.

The student is to review the **Module Learning Objectives** and work through the **Learning Activities** from each Module to guide their learning. The Learning Activities have been designed to help the student focus their learning as they progress through the course and resource materials.

Course Outcome

The overall goal of this Physical Examination course is to have the student **develop a skilled, efficient, thorough, and systematic in approach to the physical exam**

They must be empathetic, yet not be afraid of stimulating feelings of discomfort from the patient. Win the patients' confidence and respect and your task will be made easier.

Course Objectives

Upon completion of the Physical Examination course the student will be able to:

1. develop a systematic approach to physical examination.
2. learn the process used in various physical examination procedures.
3. learn the range of normal physical findings relative to differences in age, sex, and body type.
4. learn to differentiate the normal from the abnormal.
5. develop the skill of tailoring your examination to detect the abnormalities suspected from the history, while not missing unexpected findings.
6. develop complete and accurate documentation.
7. appreciate the cardinal importance of accurate history taking in any approach to patient care.
8. understand the structure of a health history, memorize it, and adapt it into their personal approach.
9. develop an approach to symptoms and their meaning, as well as an approach to the patient's interpretations of their symptoms.
10. understand the patients' responses are not always accurate, reliable or honest, for a number of well-founded reasons.
11. learn to confidently adapt history-taking style to suit each unique patients interaction.
12. develop the skill of discarding irrelevant information, so that they frame their approach as they move on to the examination phase.

Course Evaluation

Chapter Summary Assignment – Worth 30% of final mark

Using the Module Learning Objectives as a guide, in your own words, summarize the chapter content as it relates to prehospital care (a general overview of the key concepts within the chapter). Then describe how this content relates to the assessment of the following patients:
1. adults
2. infant/children
3. the pregnant woman
4. older adults

Each of the Chapter Summary Assignments will be marked out of **10 points.** The content will be evaluated based on the following.

1.   *Relevance* of information to the Module Topic and Learning Objectives
2.   *Definitions* of Terms are correct and used consistently within the summary
3.   *Accuracy* of the information is supported through facts and these are distinguished from your (or others) opinions
4.   Your summary is *consistent and logical* in presenting points and evidence

NOTE: The format (i.e. narrative, point form) and length (2-3 double spaced pages is reasonable) of this summary is discretionary to the student however emphasis will be placed on meeting the above criteria.

Submit your Assignment to the instructor via the upload tab in your course on Moodle.

Physical Examination Video Presentation – Worth 30% of final mark

Students are to study the *Performance Checklists* in preparation for this presentation. The students are to videotape themselves performing a comprehensive, systematic, physical exam using approaches from the Performance Checklists format as they pertain to prehospital care on a volunteer patient. (Family member, friend, co-worker).

Students will be evaluated based on the following considerations:

1. Did the student use a systematic approach to the physical examination?
2. Was the student efficient in their approach to the physical examination?
3. Was the student thorough in their performance of the physical examination?

Note: Students are encouraged to plan ahead for this assignment.

Final Exam – Worth 40% of your final mark

Online (in person) Multiple Choice Exam. Refer to your course calendar for date and time.

An overall grade of 75% is required to receive credit for this course.

Course Resources

When completing the activities found in this course, students will need to access information from the following resources:

Textbook: Seidel's Guide to Physical Examination, An Interprofessional Approach, 9th Edition, 2019
Online: Students will be registered in Evolve Resources for Seidel's Guide to Physical Examination, 9thEdition. The link to the course can be found via the student's Keyanomail.

Students are encouraged to use these resources to augment their learning process.

Grading Summary ACP 507:

Chapter Summary Assignments	**30%**
Physical Examination Video Presentation	**30%**
Final Exam	**40%**
Total	**100%**

Formative and Summative Evaluation

Evaluation in this program is both formative and summative in nature.
Formative evaluation will occur throughout each course and is intended to provide instructor and student with information about the student progression in achieving course specific outcomes and goals. The information obtained from the evaluation processes will be utilized to provide direction for your future learning activities.

Summative evaluation occurs at the end of the course and is used along with formative evaluation to determine student performance in the course as well as progression in the program.

Performance Requirements

Student Responsibilities

It is your responsibility as a student to contact the Office of the Registrar to complete the forms for Withdrawal or Change of Registration, and any other forms. Please refer to the list of important dates as noted in the Academic Schedule in the Keyano College credit calendar. The Keyano College credit calendar also has information about Student Rights and Code of Conduct. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies.

Student Attendance

Class attendance is useful for two reasons. First, class attendance maximizes a student's learning experience. Second, attending class is a good way to keep informed of matters relating to the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course.

It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and notes that may be due.

Academic Misconduct

Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:

- Plagiarism or the submission of another person's work as one's own;
- The use of unauthorized aids in assignments or examinations (cheating);
- Collusion or the unauthorized collaboration with others in preparing work;
- The deliberate misrepresentation of qualifications;
- The willful distortion of results or data;
- Substitution in an examination by another person;
- Handing in the same unchanged work as submitted for another assignment; and
- Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each

student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies.

In order to ensure your understanding of the concept of plagiarism, you must successfully complete the online tutorial found on ilearn.keyano.ca. Then print the certificate, sign it, and show it to each of your instructors. Your course work may not be graded until you show this signed certificate.

Specialized Supports

The Student Services department is committed to Keyano students and their academic success. There are a variety of student supports available at Keyano College. Due to the continuing situation with the Covid-19 pandemic, the offered support services will be implemented differently this semester by being provided mostly virtually. In-person service can be requested as needed. All Alberta Health Services guidelines will be followed for in-person appointments—wear a mask, maintain two meters of physical distance, use hand sanitizer, and stay home if you are unwell.

All student services are available during Keyano business hours: Monday to Friday, 8h30-16h30.

The Library has evening and weekend hours. Please check keyano.ca/library for current hours.

Accessibility Services: provides accommodations for students with disabilities. Students with documented disabilities, or who suspect a disability, can meet with a Learning Strategist to discuss their current learning barriers and possible accommodations. Students who have accessed accommodations in the past are encouraged to contact us to request them for the semester. Please note that requesting accommodations is a process and requires time to arrange. Contact us as soon as you know you may require accommodations. For accessibility services supports and to book a virtual appointment, please contact accessibility.services@keyano.ca.

Accessibility Services also provides individual and group learning strategy instruction for all students, as well as technology training and supports to enhance learning. Meet with a Learning Strategist to learn studying and test-taking strategies for online classes. Schedule an appointment with the Assistive Technology Specialist to explore technology tools for learning. Book an appointment today by emailing accessibility.services@keyano.ca

Academic Success Coaching: offers you support and access to resources for your academic success to help you to find the Keys to your Success. The Academic Success Coach will work with you to develop an academic success plan, develop your study and time

management skills, and connect you with the right resources here at Keyano. Academic.success@keyano.ca is the best way to access resources during virtual service delivery.

Wellness Services: offers a caring, inclusive, and respectful environment where students can access free group and individual support to meet academic and life challenges. Mental Health Coordinators offer a safe and confidential environment to seek help with personal concerns. All individual appointments will continue virtually.

Wellness Services welcomes students to participate in any of the virtual group sessions offered throughout the academic year addressing topics including mindfulness and test anxiety.

Individual virtual appointments can be made by emailing wellness.services@keyano.ca

Library Services: provides students with research and information supports as they engage in their studies. Library staff are available to support you both virtually and in person during the fall semester. For library service supports and inquiries, please email askthelibrary@keyano.ca.

Individual support with the Information Librarian will be provided virtually. Appointments can be requested by email or by placing a Book a Librarian request using the online form found here.

Research and Subject Guides are helpful resources when conducting research or addressing your information needs. To view a subject or course specific guide, use the following Subject Guides link

To access additional research resources, including Citation Guides (APA, MLA, Chicago, or IEEE), go to the Research Help Library page.

Skill Centre: provides academic support services to students registered in credit programs at Keyano College in the form of tutoring, writing support groups, facilitated study groups, workshops and study space. Tutoring services are **free** to Keyano students. Tutoring is available for Math, Writing, English, and Science subject areas.

While most courses are being offered online, the Skill Center will be offering mostly virtual tutoring services and in-person sessions as requested. Please email Skill.centre@keyano.ca to get in contact with our tutoring staff.

For the most up to date information on how to book a tutoring session, please view the Keyano Skill Centre homepage.

E-Learning

Technology and internet will impact your online learning experience. It's important that you are able to watch an online video and other course materials, take online quizzes, and participant in a live class with your instructor and other students.

Keyano College operates in a Windows based environment and having the correct tools for online learning is important. Here's a list of recommended system requirements for Fall 2020.

Internet Speed
Minimum Internet speeds of 5 Mbps.
Recommended Internet speeds of 25 Mbps (especially if you are sharing your internet at home). Check your internet speed with Fast.com.

System requirements:

Microsoft Windows	Apple
Minimum Requirements: A Windows 10 **computer/laptop** · Minimum 4GB of RAM. · 10GB+ available hard drive storage. · Enough available hard drive space to install the Microsoft Office suite (approximately 3GB). Microsoft Office software is free to all Keyano students and employees. · Microphone, webcam and speakers. A headset with a microphone is recommended. · System updates must be regularly installed. · Anti-Virus / Anti-Malware software	**Minimum Requirements:** A Macintosh (V10.14 and above) **computer/laptop** · Minimum 4GB of RAM. · 10GB+ available hard drive storage. · Enough available hard drive space to install the Microsoft Office suite (approximately 3GB). Microsoft Office software is free to all Keyano students and employees. · Microphone, webcam and speakers. A headset with a microphone is recommended. · System updates must be regularly installed. · Anti-Virus / Anti-Malware software.

Recommended Requirements	Recommended Requirements
· 8GB of RAM	· 8GB of RAM
· A method of backing up/synchronizing to local or cloud-based storage such as OneDrive is highly recommended. This is included if you complete the setup of KeyanoMail and download	· A method of backing up/synchronizing to local or cloud-based storage such as OneDrive is highly recommended. This is included if you complete the setup of KeyanoMail and download MS Office

Chromebooks are **not** recommended as they are not compatible with testing lockdown browsers.

A Microsoft Surface or iPad or iPad Pro may be possible alternatives in some program areas.

Specific department requirements:
Business and OA programs require Windows 10.
Other programs may utilize Windows based tools as well.
Computer Software

Students will be able to get access to Microsoft Office 365 for Free using Keyano Credentials by clicking here.

Recording of lectures and Intellectual Property

Students may only record a lecture if explicit permission is provided by the instructor or by Accessibility Services. Even if students have permission to record a lecture or lecture materials, students may not publish any of the lectures or lecture materials, this includes any recordings, slides, instructor notes, etc. on any platform. Thus no student is allowed to publish or sell instructor notes without formal written permission. It is important to recognize that the Canadian Copyright Act contains provisions for intellectual property.

ITS Helpdesk

If you are having issues with your student account, you can contact the ITS Helpdesk by emailing its.helpdesk@keyano.ca or calling 780-791-4965.