

# El Paso Community College

## Syllabus

### Part II

## Official Course Description

<b>SUBJECT AREA TITLE</b>	<u>Health Services/Allied Health/Health Sciences, General</u>
<b>COURSE RUBRIC AND NUMBER</b>	<u>HPRS 2332</u>
<b>COURSE TITLE</b>	<u>Health Care Communications</u>
<b>COURSE CREDIT HOURS</b>	<u>3                      2                      :</u> Credits                      Lec                      Lab

### I. Catalog Description

Methods of communication with clients, client support groups, health care professionals, and external agencies. A grade of “C” or better is required in this course to take the next course. **(2:3)**.

### II. Course Objectives

Upon satisfactory completion of this course, the student will be able to:

- A. Exhibit proficiency in the use of microcomputers.
- B. Demonstrate competency in the use of an integrated software package.
- C. Explain the organizational structure of a typical hospital.
- D. List and define the tests and procedures performed in ancillary departments of a hospital.
- E. Identify the uses of computers as educational aids.
- F. Display the ability to research medically oriented Internet site for pertinent information.

### III. THECB Learning Outcomes (WECM)

Upon completing this course, the student will be able to:

- 1. Apply oral, written and technological methods of communication with clients, client support groups, health care professionals, and external agencies.
- 2. Utilize data management techniques.

### IV. Evaluation

- A. A challenge exam is available for students who need the credit, but have experience and knowledge to meet the objectives of the course.

#### B. Grade Scale

For the purpose of grade reporting, the following equivalents will be used:

- 90 - 100 = A
- 80 - 89 = B
- 70 - 79 = C
- 60 - 69 = D
- 59 and below = F

## C. Grade Determination

Exams (Midterm, Final, Chapter Exams)	40- 50 %
<u>Assignments</u>	<u>50- 60 %</u>
Total	100 %

V. **Disability Statement (Americans with/Disabilities Act [ADA])**

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

VI. **6 Drop Rule**

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.

VII. **Title IX and Sex Discrimination**

Title 9 (20 U.S.C. 1681 & 34 C.F.R. Part 106) states the following "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." The Violence Against Women Act (VAWA) prohibits stalking, date violence, sexual violence, and domestic violence for all students, employees and visitors (male and female). If you have any concerns related to discrimination, harassment, or assault (of any type) you can contact the Assistant to the Vice President for Student and Enrollment Services at 915-831-2655. Employees can call the Manager of Employee Relations at 915-831-6458. Reports of sexual assault/violence may also be reported to EPCC Police at 915-831-2200.