

University of Montana

## ScholarWorks at University of Montana

---

University of Montana Course Syllabi

Open Educational Resources (OER)

---

Fall 9-2004

### **SUR 101T.03: Introduction to Safe Patient Care – Billings**

Debbie S. Fillmore

*University of Montana - Missoula*, [debbie.fillmore@mso.umt.edu](mailto:debbie.fillmore@mso.umt.edu)

Follow this and additional works at: <https://scholarworks.umt.edu/syllabi>

**Let us know how access to this document benefits you.**

---

#### **Recommended Citation**

Fillmore, Debbie S., "SUR 101T.03: Introduction to Safe Patient Care – Billings" (2004). *University of Montana Course Syllabi*. 4409.

<https://scholarworks.umt.edu/syllabi/4409>

This Syllabus is brought to you for free and open access by the Open Educational Resources (OER) at ScholarWorks at University of Montana. It has been accepted for inclusion in University of Montana Course Syllabi by an authorized administrator of ScholarWorks at University of Montana. For more information, please contact [scholarworks@mso.umt.edu](mailto:scholarworks@mso.umt.edu).

UNIVERSITY OF MONTANA-MISSOULA  
COLLEGE OF TECHNOLOGY  
SURGICAL TECHNOLOGY DEPARTMENT

COURSE SYLLABUS

**COURSE NUMBER AND TITLE:** SUR 101T Introduction to Safe Patient Care – Billings

**DATE REVISED:** Spring 2004

**SEMESTER CREDITS:** 3

**CONTACT HOURS PER SEMESTER:** Online

**PREREQUISITES:** CRT 101, MAT 100T, NUR 100, SCN 119, SEC 154T  
and concurrent enrollment in SUR 102T.

**INSTRUCTOR NAME:** Debbie Fillmore

**E-MAIL ADDRESS:** [debbie.fillmore@mso.umt.edu](mailto:debbie.fillmore@mso.umt.edu)

**PHONE NUMBER:** Office 406-243-7860

**OFFICE LOCATION:** Health and Business building

**OFFICE HOURS:** Tuesday and Friday from 2:00-4:00 and by  
appointment.

**RELATIONSHIP TO PROGRAM:**

Upon completion of this course, the student will be able to correlate the knowledge and understanding of (entry-level) surgical technologist skills. This course provides the knowledge base that correlates with SUR 102T Surgical Procedures Lab I. This knowledge will enable the student to complete the competency profile in SUR 202T and successfully matriculate to more advanced knowledge coursework.

**COURSE DESCRIPTION:**

SUR 101T presents entry level responsibilities and competencies of the surgical technologist and related nursing procedures in both the scrub and circulator roles.

**STUDENT PERFORMANCE OUTCOMES:**

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

1. Trace the historical development of surgery
2. Discuss various health care settings and their delivery of care.
3. Identify hospital departments that relate to the surgical department in providing quality patient care.
4. Identify factors that affect his/her personal life including current lifestyle, accountability for actions and obligations and types of stress, their causes and methods of coping.
5. Identify and demonstrate principles of communication and their importance in the surgical setting.
6. List and explain the impact of professional organizations, etc. relevant to OR practice.
7. Identify and interpret a job description for a surgical technologist.
8. Identify members of the surgical team and their roles.

9. Define and interpret ethical, moral and legal responsibilities.
10. Identify various aspects of the physical environment of the surgical department including the physical layout, the operating room equipment and environmental safety issues.
11. Understand the purpose for the “case cart” method of case preparation.
12. Identify the various elements of surgical attire and their importance.
13. Discuss the concepts of asepsis and describe their application.
14. Identify and describe the physical and chemical methods used to protect patients and workers from invasion by pathogenic microbes.
15. Identify principles and describe techniques of disinfection and antisepsis.
16. Identify basic instruments by type, function and name and will describe care, handling and assembly.
17. Define surgical conscience and identify its application in relation to the surgical patient and all principles of surgical asepsis.
18. Describe Standard Precaution practices.
19. Describe techniques of opening and preparing supplies and instruments needed for any operative procedure, with maintenance of asepsis at all times.
20. Explain the process of the surgical scrub, gowning and gloving.
21. Identify the rights of health care consumers to receive quality patient care.

## **STUDENT PERFORMANCE ASSESSMENT METHODS AND GRADING PROCEDURES:**

Student grades are determined after careful judgement of each assignment against a set of criteria, as indicated for each assignment. The majority of your grade will be determined from unit exams, but you will also have discussion board and virtual classroom assignments.

Your written communication will be evaluated as well. Be aware of the quality of your spelling, punctuation and sentence structure.

The evaluation process includes:

- |                                 |                    |
|---------------------------------|--------------------|
| 1. Unit Exams                   | 50% of total grade |
| 2. Final Exam                   | 25% “ “ “          |
| 3. Discussion Board Assignments | 25%                |
| Virtual Classroom Contributions |                    |

---

Excellent work earns a point value between:	93-100	A Grade
Good work earns a point value between:	86-92	B Grade
Fair work earns a point value between:	80-85	C Grade

**Any final grade determination of less than 80% will result in failure of course.**

**A Surgical Technology student must pass all required courses with an 80% or will not be allowed to continue in the program.**

## ATTENDANCE POLICY:

- Attendance and participation are valued in this course. Therefore, class attendance will be taken during virtual classroom meetings. **Students are expected to notify the instructor** (243-7860 or by email [debbie.fillmore@mso.umt.edu](mailto:debbie.fillmore@mso.umt.edu)) **prior to class if unable to attend or if student will be joining the discussion late.**
- Students may be asked to furnish a physician's statement regarding an absence. The student is responsible for gathering any information or course materials he or she may have missed due to absence or tardiness.
- Repeated absences will result in completion of a "Student Contract". A student's final grade may be decreased 1 percentage point for each absence.  
(Example: final grade = 94% (A); student has two absences; final grade = 92 (B)%
- If a student misses an exam the make-up test will have to be arranged with the lab faculty. The exam will need to be completed by the next lab day or as arranged. No make-up exam may be taken after five days.
- Chronic car problems, finances, jobs or job interviews are not valid excuses for missing class.
- Tardiness will not be tolerated. It is disruptive to fellow students. Repeated tardiness will result in completion of a "Student Contract". The student's final grade may be decreased 1 percentage point for each tardy attendance.
- Each case is considered by the instructor on an individual basis. It is up to the discretion of the instructor whether or not a student is meeting course objectives.
- Your course of instruction should be your highest priority.

## OTHER POLICIES:

### Instructional Notes

Students will engage in online discussions, small group cooperative learning activities and student presentations. Other teaching techniques to be utilized include, use of computer and video applications and guest presentations. Assigned readings are to be read prior to virtual classroom.

As I teach, I try to be aware of the special needs of individuals as well as the needs of the group. If you require some accommodation, I encourage you to discuss that with me. Please make use of my office hours, even if only over the telephone, to discuss questions you may have about particular assignments or the course content in general. You may also want to correspond with me through e-mail if this fits your schedule better.

**Students must practice academic honesty.** Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. Academic misconduct is defined as all forms of academic dishonesty, including but not limited to:

1. Plagiarism
2. Misconduct during an examination or academic exercise
3. Unauthorized possession of examination or other course materials
4. Tampering with course materials
5. Submitting false information
6. Submitted work previously presented in another course
7. Improperly influencing conduct
8. Substituting, or arranging substitution, for another student during an examination or other academic exercise
9. Facilitating academic dishonesty
10. Altering transcripts, grades, examinations or other academically related documents

*The University of Montana-Missoula Student Conduct Code*

**REQUIRED TEXTS:**

Surgical Technology for the Surgical Technologist

Author: Caruthers, et al  
Publisher: Delmar

Introduction to Operating Room Techniques

Author: Berry/Kohn  
Publisher: Mosby

Instrumentation for the Operating Room

Author: Brooks  
Publisher: Mosby

Alexander's Care of the Patient in Surgery

Author: Meeker/Rothrock  
Publisher: Mosby

AORN Standards of Practice

Author: AORN  
Publisher: AORN

Pocket Guide to the Operating Room

Author: Goldman  
Publisher: Davis

Instrument Pocket Guide

Author: Wells  
Publisher: Saunders

Ethical Dimensions in the Health Professions

Author: Purtilo  
Publisher: Saunders

**SUGGESTED REFERENCE MATERIALS:**

Subscription to the Association of Surgical Technologists (AST) publication

**OTHER COURSE MATERIALS:**

Three ring notebook to accommodate course materials.

## **SUR 101 - COURSE OUTLINE:**

### **I. Orientation to Surgical Technology**

- A. The perioperative learner
  - 1. The adult learner
  - 2. What are objectives?
- B. The perioperative caregiver
  - 1. Personal attributes
  - 2. Patient advocacy
- C. History of Surgery
- D. The surgical technologist – “Aeger Primo”
  - 1. Education
  - 2. Standards of practice
  - 3. Clinical competency
  - 4. Credentialing and professional organizations
  - 5. Role in the surgical setting
- E. Members of the OR team and their individual roles
- F. Hospital organization
- G. Realities of clinical practice
  - 1. Reality shock
  - 2. Stress reduction

### **II. The Surgical Technologist and the Surgical Patient**

- A. Teamwork
- B. Communication
- C. Legal issues
- D. Ethical issues
- E. The surgical patient – the reason for our existence
  - 1. Recommended practices for patient care
    - a. Assessment of physical, spiritual and psychological aspects
    - b. Assessment of cultural and religious aspects
  - 2. The Patient Bill of Rights
  - 3. Consent forms
  - 4. Advance Directives and Living Will
- F. Surgical conscience

### **III. Physical Environment and Safety Issues**

- A. Ambulatory surgery
- B. Surgical department (suite)
  - 1. Principles of layout
  - 2. Proper OR attire
  - 3. Operating room
  - 4. OR equipment
  - 5. Gases/Tank colors
  - 6. Case cart system/custom packs
  - 7. Principles of design and layout
  - 8. Cleaning procedures
  - 9. Traffic patterns
- C. Care of the perioperative environment

- D. Environmental hazards
  - 1. JCAHO
  - 2. Risk Management
  - 3. CQI
- F. Universal/standard precautions

IV. Microbiology in the OR

- A. Asepsis
- B. Process of infection
- C. General defense mechanisms
- D. Sterilization
- E. Disinfection and antisepsis
- F. Operating Room Sanitation

V. Case Management

- A. Principles of surgical asepsis
- B. Preliminary preparations
  - 1. Organize room
  - 2. Gather equipment
  - 3. Check case cart and place packs on appropriate furniture
- C. Division of duties
- D. Opening sterile supplies
- E. Surgical scrub
- F. Gowning and gloving
- G. Preparation of supplies
  - 1. Opening basic pack
  - 2. Arranging basins
  - 3. Draping mayo stand

VI. Surgical Instrumentation I

- A. Classification
  - 1. Cutting and dissecting
  - 2. Clamping and occluding
  - 3. Grasping and holding
  - 4. Retracting and exposing
- B. Care and handling
- C. Passing instruments
- D. Assembling minor sets

VII. Case Preparation and Intraoperative Techniques

- A. Preparation of case
  - 1. Arranging mayo stand
  - 2. Arranging back table
- B. Sponge, sharps and instrument counts
- C. Intraoperative techniques
  - 1. Starting a procedure
  - 2. Receiving sterile items from circulator
  - 3. Breaking down a sterile field



I have read and I understand the contents of the syllabus for course SUR 101 Introduction to Safe Patient Care.

Student Signature \_\_\_\_\_

Date\_\_\_\_\_