



CAREER AND TECHNICAL EDUCATION

HEALTH OCCUPATIONS 1 & 2

CTE COURSE SYLLABUS

Connect with WSWHE BOCES





HEALTH OCCUPATIONS 1 & 2

Course Description:

State Curriculum: The first year of Health Occupations is a combination of two state curriculums, Health Occupations (CORE) and Nurse Assisting. The second year builds on skills in year one and stresses completion of Nurse Assisting Skills and the introduction of advanced care skills, medical assisting, phlebotomy, and EKGs.

Purpose: The Health Occupations curriculum for secondary students is an overview of the Health Occupations program, which secondary students may plan to enter. It provides theory and skills related to the nurse assisting role and it acquaints students with general facts about other health occupations.

Goal: Students will have the skills, knowledge, and professional demeanor to obtain employment in the health field, as well as enhance their leadership, communication, and management skills.

Skills & Theory: The course consists of entry-level skills related to basic health care needs. It is designed to prepare students to render care in a variety of health care settings as a nurse assistant. The program builds on skills and theory acquired throughout Health Occupations core. In conjunction with supervised clinical experience, the course prepares students to be efficient and caring members of the health care team.

Prerequisites:

- › Must be an 11th or 12th grade student
- › Must have ability in reading, math, and science
- › Must have manual dexterity and good judgement
- › Must have an interest and concern for people
- › Must have good health and stamina
- › Satisfactory physical examination (at student's expense)

1 Year/2 Years:

2 years

Location:

F. Donald Myers Education Center, Southern Adirondack Education Center

Course Objective:

The course will provide students with skills, knowledge and attitudes necessary to obtain employment in the field of healthcare.

Course Topic Outline:

Year 1 will include an exploration of health careers with an emphasis on the nursing assistant role and associated skills.

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| • Health Care of the Past, Present, and Future | • Foundation Skills |
| • Interpersonal Dynamics and Communication | • Wellness Growth and Development |
| • Safety Practices | • Anatomy and Physiology |
| • Legal and Ethical Principles | • Medical Terminology and Abbreviations |
| • Culture and Health Care | • CPR/AED and basic First Aid |
| • Work-readiness Skills | |

Year 2 will encompass the completion of nurse assisting skills with an increased emphasis on medical assisting skills. It includes further exploration of varied health careers that are explored through work-based learning internships.

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| • Introduction to Medical Assisting | • Assisting with Medical Specialties |
| • Financial Management | • Assisting with Diagnostic Procedures |
| • Medical Practice and Health Information Management | • Career Development Exploration |
| • Assisting with Medication & Administrations | • Application of Medical Terminology |

The future of career success starts here.

Student Course Requirements:	Physical Examination and current immunizations including updated PPD School Uniform and white nursing shoes, Watch with second hand.
Textbooks/ Materials Resources:	<ol style="list-style-type: none">1. Simmers Diversified Health Occupations textbook, 8th edition2. Lippincott's textbook for Long-Term Care Nursing Assistants3. American Heart Association or American Red Cross CPR For the Professional Rescuer and First Aid Manuals4. Dean Vaughn Medical Terminology 350, second edition5. Saunders: Kinn's The Medical Assistant An Applied Learning Approach; Young and Kennedy, 11th edition text and workbook6. Acello: Nursing Assistant: A Nursing Process Approach
Assessments/ Technical Assessments:	Technical Assessment: New York State Certified Nurse Aide Examination (Year 2), CPR/AED, First Aid, Business and Industry clinical evaluations, lab grades, and skill checklists, classroom tests, quizzes, homework, and projects.
Grading System:	Quizzes 15% Projects 40% In-Class Assignments 20% Tests 20% Homework/Journal 5%
Attendance & Class Participation:	The WSWHE BOCES has an attendance policy that requires students to miss no more than 18 days across the school year. In addition, NY State requires 108 combined lab and clinical hours prior to taking the NYS Nurse Aide Certification Examination. More specifically, students will follow guidelines for attendance and call in as described in the Health Occupations Handbook.
Activities/Labs/ Projects/Clinics:	Students are expected to participate in reading assignments, lectures, note taking, demonstration and return demonstration of lab activities, dissections in classroom, writing a disease paper and a career paper, community service projects, and SkillsUSA Professional Development Program level I and II, portfolio, resume writing, and clinical rotations at local nursing homes, hospitals or doctor's offices.
Student Provided Material List:	Textbook and workbook provided by school. Provided by student: 1" white binder for portfolio, 3" binder for notes and handouts, black pen, watch with second hand, uniform for clinical, and white nursing shoes, flash drive.
Industry Certification:	American Red Cross or American Heart CPR Certifications, First Aid Certification, and the NYS Certified Nurse Aide Certification.
Articulation Agreements:	Each Career and Technical Education (CTE) program is geared to ready students for the world of work and for the rigors of post-secondary coursework. Each program has worked with area colleges to obtain articulation agreements that allow for advance standing or the issuance of credit to those CTE students meeting all program requirements and articulation agreement standards. More specifically, students may be eligible for credit with the following colleges: › Bryant & Stratton College › SUNY Canton until 2019 articulation agreement
Related Careers/ Post Secondary Training:	Registered Nurse, Practical Nurse, Nurse Assistant, EKG Technician, Phlebotomist, Medica Assistant, EMT/Paramedic

**ELA/Math Credit
Integrated Academic
Overview:**

Each CTE program offered at the WSWHE BOCES has five (5) major curriculum elements that (acquire over a one year or two year period. Two (2) of the five (5) curriculum elements include English Language Arts and Mathematics. These program elements are taught using a co-teaching model, which teams the CTE subject experts and certified English and Math instructors. Topics in English and Math are tied to specific business and industry course content, which illustrates to students how academic material and business knowledge and skill relate to one another. English and Math elements are taught at the commencement level and meet NYS Standards for students to obtain one (1) credit for each over a two-year period. Program specifics are as follows:

Commencement Level Math. 54 hours/yr
English Language Arts. 54 hours/yr
1 credit = 108 hours

**Career & Financial
Management Credit
Overview:**

Each CTE program offered at the WSWHE BOCES offers a Career & Financial Management credit to all students who successfully complete a CTE program. This curriculum element is comprised of two major parts; (A) Introduction to Occupations and (B) Nature of Industry. Part A is delivered through integrated class assignments, while Part B is automatically delivered due to the nature of CTE.

**National Technical Honor
Society Nomination
Requirements:**

- › Maintain a cumulative CTE average of 92% or higher based upon 1st & 2nd quarter grades.
- › Maintain a record of excellent attendance in CTE (9 days per year).
- › Plan to pursue a career in their field of training.
- › Maintain an outstanding record of employability skills as judged by the CTE instructor.
- › Nomination by the CTE instructor with no reservations.
- › Instructor nomination must include a yes answer to the following characteristics established by the national office: follows instructions, safety conscious, works well with others, is dependable, trustworthy, responsible, honest, takes pride in work, exhibits a good attitude, exhibits leadership, exhibits good citizenship.

**Student Affiliated
Organization:**

- › SkillsUSA
- › National Technical Honor Society

**WBL Experiences/
Requirements:**

Each CTE program has a Work-Based Learning experience. This means that all students prior to the end of the second year are given the opportunity to be exposed to the operation of a business and specific job duties related to careers in their CTE area. This internship is designed to connect the skills and knowledge learned in the CTE classroom with the real world requirements of a business. Students must demonstrate good attendance, attitude, internship records, and work ethics, as well as respect for others and property.

The Washington-Saratoga-Warren-Hamilton-Essex BOCES does not discriminate in its programs and activities, including employment and admission as applicable, on the basis of actual or perceived race, color, creed, sex, sexual orientation, national origin, religion, age, economic status, marital status, veterans' status, political affiliation, domestic victim status, use of a guide dog, hearing dog or service dog, disability, or other classifications protected under federal or state law, and provides equal access to the Boy Scouts and other designated youth groups. The designated district compliance officers will coordinate compliance with the nondiscrimination requirements of Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, as amended, the Boy Scouts of America Equal Access Act, and the New York State Human Rights Law. The BOCES Compliance Officers are: Turina Parker and Ronald Black, Washington-Saratoga-Warren-Hamilton-Essex BOCES, 1153 Burgoyne Avenue, Suite 2, Fort Edward, NY 12828. phone: (518) 746-3310, email: tparker@wswhiboces.org or rblack@wswhiboces.org. Complaints may also be filed with the Office for Civil Rights, New York Office, U.S. Department of Education, 32 Old Slip, 26th Floor, New York, NY 10005-2500, phone (646) 428-3800, fax (646) 428-3843, email: OCR.NewYork@ed.gov