Medical Terminology and Health Science Theory Syllabus

**Instructor:** Mrs. Evelyn L. Dimas M.Ed. CSC LAT

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**Room: 631**

1. **Medical Terminology (Brief Description of course)**

Medical Terminology is a class designed to introduce the student to the language of medicine and the very foundation of communication in the world of healthcare. We will study the basics of medical terminology and will be exposed to the basics of the body systems, and terms related to each.

1. **Health Science Theory (Brief Description of Course)**

Health Science Theory is a course that is designed to provide in debt knowledge of the health care industry, by developing practical skills through hands-on experiences and learning about medical records, disease prevention, and emergency situations. Students will also can certify in ECG and CPR/AED.

**2. Grading:** 50% - Test Average The final exam will count for 15% of

50% - Quiz/Daily/HW Average the semester grade with the two nine weeks

averages adding up to 85% of the semester grades

To earn credit for the course, the students Semester 1 and Semester 2 must average to be a 70%

**3.** Materials **Needed Every Day:**

* District Issued Laptop
* Paper
* Pencil
* Eraser

**4.** Classroom **Norms/Expectations:**

* Positive & Polite – Only bring uplifting, inspiring, and supportive words, and actions into the classroom.
* Prepared – Bring Materials & Stay Alert
* Actively Participate – Stay on Task & Follow Directions
* Patient – Listen & Wait for Your Turn – No Interruptions
* Be Open Minded Willing to try new things Flexible Give & Receive Constructive Feedback
* Cell Phones, Ear Buds and Headphones MUST be kept in your backpack turned OFF at ALL Time during the school day. NO EXCEPTIONS.

**5.** Homework **& Daily Work:**

* Daily work will be graded. Homework will be assigned as deemed necessary. If you do not finish your daily assignment, consider it homework.
* Late Homework Policy
  + Example: **LATE Homework** will be based on the following: **1 Day Late = 15 pts off, 2 Days Late = 15 pts off, 3 Days Late = 20pts off,** **for a maximum grade of 50. Any work turned in after that time will NOT be accepted.**
  + **Major Projects have a HARD Deadline and will not be accepted late, since enough time is given in advance for completion.**
* **ABSENT:** All work missed during any absence must be **made up**. It is ***the student’s responsibility*** to check Schoology folder for the day you missed, and for all make-up work and to get it to me based on the number of days you were absent.

Example: 1 day absent, 1 day to complete it. 3 Days absent, 3 days to bring it back completed, etc.

**7.** **Academic Dishonesty/Cheating.** EIA (Local) states: A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties, which may include disqualification from participation in academic awards/programs, in accordance with the Student Code of Conduct.

**Academic dishonesty includes, but is not limited to**:

* Cheating or copying the work of another student,
* Plagiarism,
* Unauthorized access to written or electronic information, and.
* Unauthorized collaboration with another person in preparing an assignment or during an examination.

The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, information from students, or other evidence.

**Academic Dishonesty/Cheating** is not tolerated. This also includes the unauthorized use or visibility of technological devices (ex: cell phones, air pods, or smart watches). The unauthorized use or visibility of technological devices may result in the confiscation of the device along with a grade reduction of a 0 (Zero) for the grade and/or ineligibility to make up the assignment or to retest. Giving and/or receiving unauthorized assistance from another student on a Daily or Homework assignment will result in a 0 (Zero) in the assignment with no possibility of making it up.

**Academic Dishonesty/Cheating** also includes the use of AI not aligned with the Fort Bend ISD AI Handbook. If a student is caught using AI misaligned with the expectations in the Fort Bend ISD AI Handbook, it will be considered academic dishonesty/cheating, and grade reductions and ineligibility to re-do the work or retest will also apply (reference the above paragraph).

**8. CELL PHONE POLICY:** Cell Phones, Ear Buds and Headphones MUST be kept in your backpack turned OFF at ALL Time during the school day. NO EXCEPTIONS. If you have your cell phone out, I will give you one warning, following that, you will have it taken by an administrator. **This is a STATE of TEXAS LAW**. When you go to the restroom, you will leave it in your backpack in the room, or with Ms. Dimas. NO EXCEPTIONS.

**9. Skyward:** This is the location for your most current and accurate grades. Please continuously check your grade in Skyward and attendance for exemption. We are all human and make mistakes, and I will happily correct them if needed.

**10.** Exemptions**:** Any class period with absences (both excused and unexcused) exceeding 8, the student must take the final semester exam. Additionally, 3 tardies = 1 absences; therefore, be on time to class!

**11.** Schoology**:** Please use the website to find teachers’ syllabus, important information, notes, homework, projects, essays, rubrics, lesson plans, and extra classroom materials needed for the school year, as it is often updated.

**12.** Make **Ups Exams:**

* When absent on the day of the Test Review only but is present all other days of instruction, the student will take the test with the rest of the class on the previously announced test date.
* A teacher’s absence on review day does not change the originally scheduled test date, so **BE PREPARED!**
* Absent on Day of Exam, student’s responsibility to set up a before or after school tutorial time to make it up

**13.** **Re-Test Exams:**

* Re-Tests are done before or after-school --- not during class so the student doesn’t miss instructional time
* Tests can be re-taken one time only as determined by the teacher per unit. To prepare for the Re-Test, there will be Re-Teach opportunities during before and after-school tutorials. Students who have taken the test and passed above 70 will not be allowed to re-take a test for a higher grade. **I will NOT drop the lowest major or daily grades at the end of the grading period/semester. Do NOT ask. Study and be prepared for all assignments.**

**14. Tutorials:** Please see the list below and the postings around the room and in the hallway for locations and times of ALL US History teacher’s tutorials. You do NOT have to attend mine but let the teacher know that you are my student.

**Morning Tutorials: Must have a pass (no pictures or screenshots)**

**Afternoon Tutorials: Must be in the class by 3:00 pm or exit the building**

**\* Teacher’s designated tutorial may change periodically.**

**15. Technology:** Students may only use their district issued laptops when in the classroom. No personal laptops may be used at any time. Students may only be on their district issued laptop when given permission by the classroom teacher. Students who do not abide by teacher directives with district issued technology will receive discipline aligned with the student code of conduct.

**16. Hall/Restroom Passes:** **No passes allowed during first or last 10 minutes of class** and the rest of class time is up to the discretion of Ms. Dimas. Take care of your personal needs during the 6-minute passing period or during lunch.

If given permission to use the restroom, the student must sign out on the sheet in front of the classroom by the door. **Students MUST leave their cell phones in their backpack or in a bucket before signing out. Cell phones are NOT permitted out of the backpack and cannot be taken to the restroom. NO exceptions**. There is a 5 min time limit. If you exceed the 5-minute timeline, you will NOT be allowed to go to the restroom for the remainder of the week or perhaps the semester if the time was excessive, and the student repeats the excessive time