Course Number: PHA 515
Course Title: Clinical Procedures
Credit Hours: 1
Day/Time: see schedule
Prerequisites: Successful completion of Spring 2017 curriculum
Faculty: Ashley Cyr MPAS, PA-C
    Office: Room 105 CGS
    Office Hours: before and after class and by appointment
    Telephone: 608-921-6661 (**text me for fastest responses**)
    Email: acyr@carrollu.edu

Course Description:  
This course provides the student with an overview of common clinical procedural skills and their indications, limitations, benefits and potential risks. Students perform clinical procedures that will be emphasized in their clinical phase of their education. This is a lecture / laboratory based course.

The lab experience is greatly dependent on full student participation. In this course you will have the opportunity to practice minimally invasive skills with your fellow students. You are not required to be the recipient of the invasive maneuvers however; we strongly encourage you to participate in every aspect of the lab.

Format:
This is a lecture and lab based course. Lecture, videos and assigned reading will be utilized to promote student learning.

The lab experience is greatly dependent on students’ full participation. The course director and additional lab instructors will provide instruction and direct supervision of activities during lab exercises.

At the conclusion of each lab session after the first session, you will have an assessment. Each assessment comprises 25% of your grade. These assessments will include post-lab assessments, development of post-procedure patient instructions, writing orders and documentation of procedures. There will also by one procedure note worth 25% of your grade.

Student Expectations:
- demonstrates a positive attitude toward learning
- is on time for all scheduled classes, including timely return from breaks
- completes readings and assignments prior to class
- asks relevant and understandable questions
- takes full responsibility for learning and self-directed learning activities
- shows respect for self, other students and faculty
- refrains from revealing negative feelings through tone of voice or body language
• refrains from disruptive activities during class including eating, talking, getting up and down, use of cell phone, etc.
• relies on personal resources before approaching others for help
• demonstrates cooperation with and mutual respect for peers
• responds to faculty, staff and peers readily and appropriately

Instructor Expectations:
• demonstrates a positive attitude towards the facilitation of learning
• is on time for all scheduled classes
• should the need arise, reschedules class time with appropriate and timely notification to students, faculty and staff
• provides appropriate course materials for class preparation prior to class
• is available for office hours or appointments to assist with questions; responds to faculty, staff and students readily and appropriately
• listens attentively and initiates communication which is appropriate and timely
• identifies limitations in knowledge and provides appropriate resources for student learning
• provides timely and constructive feedback for assignments and assessments
• shows respect for self, students and other faculty
• refrains from revealing negative feelings through tone of voice or body language
• demonstrates cooperation with and mutual respect for students, faculty and staff

Required Text:
*Essential Clinical Procedures* (2013), 3rd edition, Richard W. Dehn, MPA, PA-C and David P. Asprey, PhD, PA-C

PDF download requirement:

Grading
The course grade for the May term will be based upon the following

<table>
<thead>
<tr>
<th>Letter</th>
<th>Conversion scale</th>
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<tbody>
<tr>
<td>A</td>
<td>100-93</td>
</tr>
<tr>
<td>AB</td>
<td>92.99-90</td>
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<tr>
<td>B</td>
<td>89.99-83</td>
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<td>82.99-80</td>
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<tr>
<td>C</td>
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<tr>
<td>D</td>
<td>69.99-60</td>
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<tr>
<td>F</td>
<td>59 and below</td>
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Attendance and Professionalism:
Attendance at all class periods, laboratories, and practical experiences are mandatory unless otherwise indicated. Poor attendance (unexcused absences, tardiness, and unauthorized early
departures), lack of preparation, and unprofessional behavior may result in a lower or failing grade and/or be reported to the program progression committee. If you will be absent, tardy, or need to be excused early you must notify the course director via e-mail or phone prior to the scheduled meeting time. Tardiness and unauthorized early departures will be considered unexcused absences unless prior notification is submitted. Unexcused absences of more than 10% of class time may result in a failing grade. Absences are excused only at the discretion of the course director and/or the PA Program Director. Students may be required to make up missed laboratory time (excused or unexcused) at the discretion of the course director.

**Examinations:**
Instead of a cumulative exam, this class utilizes assessments at the closure class following the first day of class which will constitute your grade for the semester. Policy as below applies to these assessments.

No books, papers, notebooks, cell phones, smart phones, iPods, iPads, Blackberry, etc. or backpacks / book bags will be allowed on / near your desk during an examination. You may have a blank sheet of paper for the tests and a writing utensil. The paper must be turned in before you leave the computer lab. Recommend keeping personal belongings in the back of the room or in lockers. Hats are prohibited during an exam. Cell phones, smart phones, iPods, iPads, Blackberry, etc. must be turned OFF during an examination.

**Assignments:**
Assignments will be required and will be outlined on the LMS course site.

**Statement on Academic Integrity:**
The Carroll University Academic Integrity Policy is located in the Carroll University Student Handbook. Students are encouraged to familiarize themselves with this policy. If a student violates this policy in any way, the instructor(s) reserve the right to impose a sanction of failure on the assignment / assessment or failure in the course. If you have questions about the appropriate citations, please ask your instructor.

**Accommodations for Disabilities:**
Any request for accommodation for physical or cognitive disability must be made through the Walter Young Disability Services Coordinator at Carroll University. Appropriate accommodations will be evaluated based on the program technical standards once notification has been received from the Walter Young coordinator. If an individual student has special needs or concerns about course requirements related to religious beliefs, cultural issues, or other issues, the student must contact the Program Director with a request for accommodation.

**Modifications to the Syllabus:**
The instructor and the University reserves the rights to modify, amend, or change the syllabus (schedule, course requirements, grading policy, etc.) as the curriculum and / or program require(s).

**Remediation:**
Students who fail this course may be eligible for remediation according to the policy described in the Graduate Student Handbook and / or PA Student Handbook.

During the course, a student scoring more than 2 standard deviations below the mean on a particular assessment may be required to complete additional work. The student will be contacted by the course instructor and asked to meet to discuss the remediation requirements for that particular assessment. Remediation requirements will be determined by the course instructor, and the content needed to remediate is at the discretion of the course instructor in that particular course. When an instructor requires remediation of a student, it does not affect the exam grade, nor does it improve the semester grade. Remediation is required to ensure that the course objectives clearly missed based on assessment results are accomplished by the student before beginning the clinical year.

Upon successful completion of remediation, a note stating completion will be added to the student's record.

**Course Goals:**
1. Obtain hands on experience in procedures employed in clinical practice.
2. Achieve a level of comfort in performing basic procedures that will be utilized in clinical practice.
3. Understand the indication for a particular procedure.
4. Know the potential risks / complications of a particular procedure.
5. Understand the meaning of “informed consent.”
6. Formulate thorough and concise documentation notes including procedure notes and discharge / follow-up instructions.

**Learning Outcomes:**
By the end of the course, the student will be able to:

1. Describe advantages, disadvantages, contraindications and possible complications to performing clinical procedures.
2. Describe important anatomy and physiology as applied to clinical procedures.
3. Identify important precautions prior to performing a clinical procedure.
4. Formulate appropriate post procedure instructions.
5. Performs or observes clinical procedures as outlined below.
6. Incorporate the use of informed consent, standard precautions and sterile technique in performing clinical procedures.
7. Perform appropriate documentation of clinical procedures once performed.

**Learning Objectives:**
The student at the end of each module segment will know or be able to do the following:

a. Discuss standard precautions, sterile technique, injection techniques, venipuncture, and intravenous catheter placement in preparation for performing these procedures on colleagues the following session.
b. Review informed consent for procedures.
c. Discuss central line placement and chest tube placement.
d. Discuss indications, contraindications and possible complications for above listed procedures.
e. Perform injection techniques, venipuncture and intravenous catheter placement on colleagues or injection models.
f. Discuss and perform Foley catheter insertion, STI testing, nasogastric tube insertion and nasopharyngeal swab testing.
g. Perform above procedures on a manikin.
h. Discuss punch biopsy, skin tag removal, fenestration of subungual hematoma, and treatment of ingrown toenails.
i. Discuss indications, contraindications and possible complications for above listed procedures.
j. Discuss and perform EKG lead placement.
k. Discuss and perform an EKG tracing.
l. Discuss and perform metered dose inhaler / spacer use and peak flow meters.
m. Discuss and use equipment to administer hand held nebulizers.
n. Discuss cerumen removal from the ear and perform on manikin.
o. Discuss abscess incision and drainage and perform procedure on pigs feet.
p. Practice suturing and knot tying procedures on simulated skin and bananas.
q. Perform fishhook removal on pigs feet/simulated skin.
r. Perform simulated local anesthetic administration on pigs feet/simulated skin.
s. Discuss different types of wound dressings.
t. Discuss indications, contraindications and possible complications for above listed procedures.
u. Discuss lumbar puncture procedure (done in ER lab already, reviewed again).
v. Discuss joint aspiration procedure.
w. Discuss local anesthetic administration.
x. With sterile precautions, position and drape your colleague for a joint aspiration procedure. (Procedure itself will NOT be performed).
y. Discuss indications, contraindications and possible complications for above listed procedures.
z. Discuss and perform fiberglass splint application (and removal) on colleagues.

**Please note: Blood draws /venipuncture, upper extremity IV access, and splinting will be practiced on a lab partner.

**Students must provide consent for lab participation in above procedures.

**Course Schedule:**

**Thursday, May 11-9:30-12:30**
Topics:
Informed consent (p 1-6)
Standard precautions (p 7-14)
Sterile technique (p 17-24)
Arterial blood gases (p 63-70)
Blood cultures (p 48-53)
Injection techniques (p 71-83)
Venipuncture (p 37-47)
Intravenous catheters (p 54-62)
Central lines

**Monday, May 15-9:30-1:30**
Topics:
Abscess incision and drainage (p 291-299)
Suturing and knot tying (surgery lecture PHA 520 and wound closure PDF)
Wound dressings (p 301-314)
Fishhook removal
Local anesthetic (p236-249)
Dermatologic procedures: punch biopsy, skin tag removal, fishhook removal, subungual hematoma, ingrown toenails (p 273-275, 323-326, 328-332)
Joint aspiration / injection (p 203-214)
Local anesthetic (p 236-249)

**Tuesday May 23-9:30-12:30**
Topics:
Splint application and removal (p 216-234)
Foley catheter (p 156-165)
STI testing
Nasogastric tube (p 139-145)
Nasopharyngeal swabs
Cerumen removal (p346-352)
Lumbar puncture (p 146-155)

**Thursday, May 25-9:30-12:30**
Metered Dose Inhalers
Spacers
Peak Flow Meters
Hand Held Nebulizers (p 127-137)
EKG lead placement review (p 85-93)
EKG tracings review
Respiratory adjuncts

**Assessments and Grading:**

<table>
<thead>
<tr>
<th>Assessment</th>
<th>% of Final Grade</th>
<th>Material Covered</th>
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<tbody>
<tr>
<td>May 15</td>
<td>25%</td>
<td>All info from 5/11</td>
</tr>
<tr>
<td>May 23</td>
<td>25%</td>
<td>All info from 5/15</td>
</tr>
</tbody>
</table>
May 23  |  25%  |  Procedure note due  
May 25  |  25%  |  All info from 5/23 AND EKGs  

Please print out, complete and bring the Volunteer Consent Form with you to the first day of class.
**PHA 515 Clinical Procedures**  
**VOLUNTEER CONSENT FORM**

PHA 515 offers students practical experiences relating to clinical procedures performed in clinical PA practice. These experiences include techniques such as phlebotomy, starting IV’s, and splinting. Some of these techniques are practiced on fellow students in class.

As a student in the Physician Assistant Program at Carroll University, I agree to participate in that part of the program involving these techniques. I understand that other students will practice the skills using me as a subject and simulated patient. There are potential medical risk and complications associated with these techniques including but not limited to:

- **IV INFUSION**  
  Hematoma, infection, catheter embolization

- **VENOUS BLOOD DRAWING**  
  Hematoma, local embolization, infection

- **SPLINTING**  
  Local reaction

These risks and potential complications have been explained to me. Also, I have been informed that I may choose not to participate in any or all of the listed skills practice.

I understand that I am not obligated to participate in these activities in any capacity, and non-participation will not affect my evaluation in this course.

I accept the risks involved with these activities and release Carroll University, its employees, and agents and the instructors from liability for any results that may occur.

**NAME____________________________**  
**SIGNATURE__________________________**

**DATE____________________________**