

REEDLEY COLLEGE
HEALTH 14
INTERPRETING IN HEALTH CARE (55687)

COURSE SYLLABUS

Fall 2012

Tuesday: 6:00 p.m. – 7:50 p.m. Social Sciences 32

Friday: 1:00 p.m. – 5:30 p.m. Social Sciences 32

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COURSE DESCRIPTION: Interpreting in Health Care Settings is designed for bilingual individuals who are interested in facilitating in linguistic and cultural communication between patients and health care providers. Minimal qualifications include the ability to speak fluently in his/her language-pair and are committed to the entire course. This introductory course is designed to develop awareness, knowledge and skills for language interpretation in health care settings. Students will develop a range of skills and qualities necessary for effective interpretation.

COURSE OBJECTIVES: At the completion of this course students will:

- Acquire a basic knowledge of common medical conditions, treatments and procedures
- Understand the roles and responsibilities of a health care interpreter
- Define the interpreter's role in ensuring the patient's rights to confidentiality and informed consent
- Demonstrate familiarity with health care terminology in English & language of service through role-play and group discussion

COURSE MATERIALS:

- Bilingual health related glossary
- Related handouts and articles
- Computer and Internet access

REQUIRED TEXT:

- Anatomy & Physiology. 2002. Lippincott Professional Guides. Second ed.
- Medical English/Spanish Dictionary—TBA

METHODOLOGY: Students will be expected to read assigned materials, turn in assigned homework, and be prepared to interact in class as individuals and as groups. Methodology includes: lectures, individual reading and assignments, small group interaction, online assignments, and evaluation measures (quizzes and exams). **Students are expected to complete assignments online as required.**

EVALUATION: Your final grade will be determined by the following breakdown:

25%	Mid-term Exam	(10% deduction if taken late)
25%	Final Exam	(10% deduction if taken late)
10%	Vocabulary quizzes	(50% deductions if late)
10%	Class Participation	(both Lecture and Language Lab)
10%	Lecture Quizzes	(Points deducted as above if late)
20%	Assignments (Team Project and Individual Project)	(Points deducted as above if late)

A percentage of total points will be computed and a grade will be assigned according to the following breakdown:

A: 90-100 B: 80-89 C: 70-79 D: 60-69 F. Less than 60%

PASSING GRADE IS 70% OR ABOVE:

INFORMATION REGARDING QUIZZES:

- There will be quizzes given throughout the semester coverings readings, lecture materials and language labs. The quizzes will be multiple choice.
- There will be a Mid-Term and a Final Exam. Both will be comprehensive.

ATTENDANCE & STUDENT RESPONSIBILITIES:

- **Class attendance is mandatory.** If you wish to drop the class, please inform the instructor. You must also check Reedley College Schedule for last day to drop. If an absence is unavoidable, inform the instructor of absence by voice mail or home number. An informed absence will allow for a make-up exam or quiz, non-informed absence will not.
- Take quizzes and the final examinations on scheduled dates. Makeup quizzes and exams must be taken within one week of scheduled test date. Quizzes and exams must be returned to the instructor on the day taken.
- Arrive to class on time. **Sign the Attendance Sheet.** No attendance points will be earned if you fail to sign the attendance sheet.
- Complete assigned readings prior to the next class meeting.
- Participate in class activities which include role playing and group projects.

Classroom Policy:

1. No food allowed in class or lab at any time. Drinks in sealable bottles are allowed in classroom.
2. Edible items brought to class or lab must be thrown out.
3. If student elects to eat/drink outside class, missed time is recorded as absent.
4. Attendance is taken **daily**/hourly. Tardiness or absence is recorded in 15-minute increments.
5. Break times are scheduled by the instructor at appropriate intervals.
6. No private software is to be brought to class or loaded onto school computers.
7. No software games are allowed during lecture (unless in course curriculum).
8. Absolutely no cell phones, cell texting, laptops, Laptops, Myspace or any other disturbing form is to be used during class.
9. No headphones are allowed in lecture.
10. Any student who has special needs that may affect his or her performance in this class is asked to identify his/her needs to the instructor in private by the end of the first day of class. Any resulting class performance problems that may arise for those who do not identify their needs will not receive any special grading considerations.

Absences and tardiness to class are **strongly** discouraged, and will be documented

Academic Honesty:

Students are expected to demonstrate academic integrity by completing their **own** assignments. Plagiarism is the academic equivalent of theft, and can occur in any type of course. If you use someone else's words, ideas, facts or work in any way, you must identify them as a source. Duplicating someone else's work and handing it in as your own is intentional plagiarism. Submission of work from another person whether printed sources or someone other than the student will result in a failing grade for that assignment. Anyone caught plagiarizing material will be required to meet with the Dean of Academic Affairs, and will be subject to immediate disciplinary action. Please refer to page 35 in the catalog.

Plagiarism is grounds for dismissal from school. Instructors must immediately refer suspected cases of plagiarism to the Dean.

Accommodations for Students with Disabilities

If you have a verified need for an academic accommodation or materials in alternate media (i.e. Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or section 504 of the Rehabilitation Act, please contact me as soon as possible.

ABSOLUTELY NO WORK WILL BE ACCEPTED AFTER THE FINAL CLASS.

Due Dates and Make-Up Exams: All work is expected to be accomplished on time including assigned readings, exams, and all writing assignments. Students will receive a zero (0) for assignments not submitted. Students are expected to take the midterm and final examinations at the regularly scheduled time. Failure to take any examination results in a zero (0) for that item.

Extra Credit: There may be an extra credit opportunity.

Cell Phones: Cell phones ringing during class disrupt teaching. Please turn your cell phones and all other electronic devices **ON SILENT OR OFF** during each class. If your cell phone rings during a quiz or an exam, your test will be removed from you and you will receive credit for only the portion of the test completed to that point. Any talking during an exam will result in the same consequence.

Grading for Homework Assignments: Each assignment is worth 10 points (unless otherwise stated).

8-10 points = The student demonstrates a superior understanding of the topic and a high level of skill development that is far above class average. The entry has one to two spelling and grammatical errors.

6-7 points = The student demonstrates an accurate grasp of the topic and advanced development of most skills that are above class average. The entry has three to four spelling and grammatical errors.

4-5 points = The student demonstrates an acceptable grasp of only the basic concepts of the topic and skill development that is at the class average. The entry has four to five spelling and grammatical errors.

1-3 points = The student demonstrates a minimal grasp of only the basic concepts of the topic and the skill development that is below the class average. The entry has six or more spelling and grammatical errors.

0 = Missing or incomplete assignment

Grading for Cultural Project: Group Assignment

Content

<ul style="list-style-type: none"> -Presentation content clearly follows the assigned topic (5pts) -Sub-topics are relevant and addresses assignment specifications (5pts) -Content presented is comprehensive, accurate, and believable (5pts) -Key points are noted (5pts) -Topic is researched adequately (5pts) 	TOTAL 25 POINTS
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Organization/Structure

<ul style="list-style-type: none"> -Presentation is well-organized, clear, and effectively structured (5pts) -If this is a group presentation, it is integrated rather than being a disjointed series of individual presentations OR if individually presented, topics are presented with smoothness and cohesiveness (5pts) -There is an introduction to gain the audience's attention (5pts) -explain the purpose of the presentation (5pts) 	TOTAL 20 POINTS
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Style/Presentation/Appearance

<ul style="list-style-type: none"> -Dress and grooming are appropriate to the setting (5 pts) -Non-verbal cues/gestures are appropriate to presentation and flow of ideas (5 pts) -Content knowledge/confidence are evident (5 pts) -Time was used well/not rushed (5pts) 	TOTAL 20 POINTS
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Use of Visual Aids

<ul style="list-style-type: none"> -Visual aids are used where appropriate and contribute to the overall effectiveness of the presentation (5 pts) -Visual aids are appropriately professional given the presentation's context. They are easy to see/read (5pts) -Technology and Media are used correctly--i.e., overheads, videos, computer generated slides, charts, PowerPoint, MySpace, Facebook, etc. (15 pts) 	TOTAL 25 POINTS
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Audience Participation

<ul style="list-style-type: none"> -The presenter(s) involved the audience and solicited feedback (5 pts) -Questions from the audience are effectively addressed and answered correctly (5 pts) 	TOTAL 10 POINTS
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Adherence to Time Limit

<ul style="list-style-type: none"> -The presenter(s) stayed within the allotted time limit (Failure to do so may result in a <i>deduction</i> of points) Allow 5 minutes for questions and answers. NOT part of time 	- 5 POINTS
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Comments

Important Dates to remember	Date	Day
Quiz 1	Sept 07	Friday
Quiz 2	Sept. 21	Friday
Quiz 3	Oct. 26	Friday
Quiz 4	Nov. 09	Friday
Mid-Term Exam	Oct. 12	Friday
Cultural Project	Oct. 30	Tuesday
Final Exam	Dec. 14th	Monday

October 12 (F) Last day to drop a full-term class (letter grades assigned after this date)

COURSE AGENDA

- August 14 (T) Distribution and explanation of Course Syllabus
Background information regarding Health Care Interpretation, Standards of Interpreting (CHIA), Office of Civil Rights Rules
Presentation of self, family, vacation, special event in Spanish & English

- August 17 (F) Prefixes, Suffixes, Roots
Respiratory/Cardiac/Circulatory System – Anatomy
Medical Terminology of Respiratory/Cardiac, Circulatory System

- August 21 (T) Effective Communication, Barriers to communication, How to Enhance the communication, Assertiveness skills, Modes of Interpretation

- August 24 (F) Characteristics of your culture ((**Assign. culture Groups**)

- August 28 (T) Introduction to culture & its impact on interpreting
Film: Valuing & Recognizing Diversity

- August 31 (F) LANGUAGE LAB - Digestive & Gastrointestinal System – Overview
Teeth and Gums

- September 04 (T) Overview of the U.S. Health Care System and related terminology

- September 07 (F) LANGUAGE LAB – Modes of Interpretation
Quiz # 1 **A,B,C**
- September 11 (T) Effective Communication Practice Skills
Responsibilities of the interpreter, Provider, Patient.
- September 14 (F) Medical Terminology of Digestive System P. BTG
Confidentiality & Informed Consent
- September 18 (T) Nutrition, New Food Pyramid, Common Problems
- September. 21 (F) LANGUAGE LAB- Medical Terminology for Nutritional &
Digestive Problems. Role Play-Eating Disorder Patient.
Quiz #2 **D,E,F**
- September 25 (M) Allergy immunology.
- September 28 (F) STD's and common problems; Role playing
- October 02 (T) Role Play- Professional conduct. Using small group discussion,
present real situations of professional & unprofessional
health behavior.
- October 05 (F) Eye, Ear, Nose Anatomy; LANGUAGE LAB – related terminology
- October 09 (T) Nervous System Anatomy – Medical Terminology relative to Nervous
System
- October 12 (F) Mid – Term Exam**
- October 16 (T) Nervous System Anatomy – Medical Terminology relative to
Nervous System (cont.)
- October 19 (F) LANGUAGE LAB – Role Play in interpretation encounters
- October 23 (T) Dermatology- Skin Common Problems
- October 26 (F) Urinary System – Common Problems, Medical Terminology for all
systems covered. Role Playing – Dermatology
Quiz # 3 **F,G,H**
- October 30 (T) GROUP ASSIGNMENT- PRESENTATION OF CULTURAL
PROJECT

- November 02 (F) LANGUAGE LAB- Medical Terminology in Urinary & Skin Role Playing – Dermatology
- November 06 (T) Orthopedic, Muscles, Bones, Joints –Anatomy
- November 09 (F) Medical Terminology – Orthopedics – Endocrine Anatomy, Endocrine. Medical Terminology. Quiz #4 **J, K, L**
- November 13 (T) Endocrine Anatomy/Diabetes Information
- November 16 (F) LANGUAGE LAB -- Role Play Diabetes teaching
- November 20 (T) Women's & Men's Health
- November 23 (F) Thanksgiving
- November 27 (T) Reproductive Anatomy
- November 30 (F) Pain Management- Basic Pharmacology
- December 04 (T) Quiz # 5
- December 07 (F) Review
- December 11 (T) FINAL COMPREHENSIVE EXAMINATION ON ALL MATERIAL**