**REEDLEY COLLEGE**

**Health 15**

**Interpreting in Health Care II**

**COURSE SYLLABUS**

**SPRING 2015**

Tuesday (LEC)/Thursday (LAB): 5:30pm – 8:20pm Room –S36

**OFFICE HOURS:** Before/After class & by AppointmentSchedule No. 55174

Course Instructors: / Clara Escamilla-AMI, MPH E-mail: clara.escamilla@reedleycollege.edu

M. Stela Gallegos-ABD,RHIT,CRT,(R), (M) E-mail: stela.gallegos@reedleycollege.edu. Phone 397-1935

**COURSE MATERIALS REQUIRED**:

Health 14 Glossary and interpreting handouts

Medical Dictionary-Spanish and English

**COURSE DESCRIPTION**: This course is a continuation for students who have successfully passed Health 14 at Reedley College. Training continues for bilingual individuals to become integral members of the health care team by bridging the language and cultural gap between patients, family members and providers. There is further enhancement of interpreting skills covering specialized health care issues such: as mental health; genetics; death and dying; psychological, social and emotional issues; coping strategies; and toxicology. Emphasis is also placed on the development of cultural competency as they relate to specific communities in the Central Valley. In addition, this course is taken concurrently with Health 16.

**COURSE GOAL:**

The goal of this course is to continue to educate, train, and improve the skills of bilingual students in order to facilitate medical interpretation in any health care setting.

**COURSE OBJECTIVES**: At the completion of this course students will be able to:

* Demonstrate knowledge of managing the flow of the interpretation mastering these skills through classroom activities and examinations
* Develop and demonstrate skills in the technical aspect of interpretation
* Identify ethnic communities and health problems specific to each group
* Compare /contrast health problems and practices in specific community groups in the Central Valley
* Demonstrate knowledge of cultural competency related to health issues in various communities
* Identify resources available in the community
* Employ knowledge of and skills in effective communication with special emphasis on cross-cultural communication
* Identify and discuss traditional health care in a specific community
* Demonstrate knowledge of health care terminology specific to different health care service areas
* Describe psychological, social and emotional issues which may arise for interpreters and identify strategies for managing these issues
* Identify and practice self-care techniques to avoid burnout
* Identify interpreting careers in community and public health fields, and assess personal goals

**COURSE OUTCOMES:**  Upon completion of this course, students will be able to:

1. Manage and control the flow of an interpreting session.
2. Apply and identify health issues, practices and beliefs of the specific ethnic community.
3. Apply knowledge of cross-cultural communication.
4. Integrate interpreting skills in specialized service areas such as gynecology, mental health and death and dying either in a clinical, medical or hospital setting.

**Access to Computer and Internet is essential**

Blackboard will be utilized throughout the semester. If you need help familiarizing yourself with the computer/blackboard please let instructors know.

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| **Academic Grading Policy:** |  |  |  |  |  |  |
| Grading will be based on the results of quizzes, Hospice report, assignments, test scores, Cultural Project/Presentation and attendance/participation. For questions regarding grades, contact The instructor via E-mail, or check Blackboard. |
| Total points for the course:  |  |  |  |  |  |
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| Attendance/Participation | 50 points |
| Homework | 50 points |
| Quizzes | 100 points |
| Term Paper | 20 points |
| Team Project | 80 points |
| Mid-Term | 100 points |
| Final | 100 points |
| **TOTAL POINTS** | **500 points** |

**EVALUATION:** Your final grade will be determined by the following breakdown: Mid-term Exam (100 Q) (10% deduction if taken late) Final Exam (100 Q) (10% deduction if taken late) Homework (10 assignments x 5 pts.) (50% deduction if late) Attendance/ Participation (50 pts.) (both Lecture and Language Lab) Quizzes (4 quizzes x 25 pts) (Points deducted as above if late) Term Paper (20 pts.) (50% deducted if late) Team Cultural Project (80 pts.) (This presentation cannot be made up on different day)Points will be computed and a grade will be assigned according to the following breakdown:A= 450-500 pointsB= 400-449 pointsC= 350-399 pointsD= 300-349 pointsF= 0- 299 points |   |  |   |  |  |   |   |
| **A PASSING GRADE IS 70% OR ABOVE IS REQUIRED****QUIZZES: 4 x 25 points =100 Points**There will be four (4) multiple choice quizzes at 25 points each given throughout the semester coverings terminology From the glossary in the Language labs. Please bring Scan Tron 882. There will be a Mid-Term and a Final Exam. Both will be comprehensive.**Any late work turned in after the due date will have a reduction in points awarded**.  |
| **Attendance Policy:** Developing and maintaining a good class attendance record is an important facet of each student’s professional development. The attendance record is included in the student’s transcript and permanent file. A student is expected to attend all classes as scheduled, on time, **and to remain in the****classes for the full duration**, including instructional activities that may occur at an off-campus locationappropriate for the particular activity. **Any student who leaves the classroom (unauthorized) for longer than 15 minutes will be referred** **to the Dean of Instruction.**Outside employment is not to be scheduled during class hours. It is recognized that a student may be absent from class due to serious illness or family emergency. The instructor must be notified prior to the start of the class session. Documented absences of this nature will be considered prior to attendance suspension or termination. A student may be withdrawn after being absent 5 times and may be dropped from the course if he/she has not attended the first class session. **It is the student’s responsibility to** **drop a class prior to the semester deadline if they wish to discontinue the class for any** **reason.** An incomplete grade will be given only if a student can provide verification of excused lengthy absence and there is insufficient time left in the semester for completing the class.**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 **at each class session**. 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 lab or loaded onto school computers. 7. No software games are allowed during lecture (unless in course curriculum). 8. Absolutely no cell phones, texting, laptops, or any other disturbing form of technology is to be  used during class. Except when assigned.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.**Class attendance is mandatory.** |
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| **Academic Honesty/Plagiarism:** |  |  |
| “Cheating is the actual or attempted practice of fraudulent or deceptive acts for the purpose of improving one’s grade or obtaining course credit; such acts also include assisting another student to do so. Typically, such acts occur in relation to examinations. However, it is the intent of this definition that the term ‘cheating’ not be limited to examination situations only, but that it include any and all actions by a student that are intended to gain an unearned academic advantage by fraudulent or deceptive means. Plagiarism is a specific form of cheating that consists of the misuse of the published and/or unpublished works of others by misrepresenting the material (i.e.., their intellectual property) so used as one’s own work.” Penalties for cheating and plagiarism range from 0 to F on a particular assignment, through an F for the course. 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.**  |  |  |  |  |  |  |  |
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| **Attendance/Participation: 50 Points** |
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| All students will be encouraged to be proactive in class interactions and group exercises. Students are expected to  |  |  |  |  |  |  |
| be responsible to review weekly class information, and be prepared for the next week’s assignment. |  |  |  |  |  |  |  |
| \*\*What you learn in this class can be useful in either a professional role in the medical, business fields orpossibly discussing the plan of care your yourself or an ill loved one with a medical professional.  |
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| **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 instructor as soon as possible.*  |  |  |
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| **TERM PAPER: 20 Points** |
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| A two- page report is required in this course. Students are required to write on a medical subject that interests them. The topic must be pre-approved by the instructor(s). A sign-up sheet will be distributed, so that topics are diverse, and there is no duplication. Grading will be assessed based on the Rubric System. On the day of report submission, the student will present their report to the class in aninformal discussion/presentation format. Discussion/presentation should be no longer than 5 minutes. No visual aids or technology is required. However, overheads, PowerPoint, or other technology is strongly encouraged as a practice for the Cultural Presentation at the end of the semester. **CULTURAL REPORT (TEAM PROJECT): 80 points** Students have the option of working individually or in groups of 2 members, writing a report on a cultural theme that is of interest to them. Discussion/presentation may be presented jointly to the class**HOWEVER, A REPORT MUST BE INDEPENDENTLY WRITTEN AND SUBMITTED BY EACH****GROUP MEMBER**. Each member has to write and submit a completely different report.Duplication of written material will be considered as plagiarism, thus all policies are applicable(see plagiarism section).**COURSE AGENDA**Jan. 13 – Distribution and explanation of Course Syllabus Review roles and responsibilities of medical interpreter Jan 15 **L** Class activity/Interpreter roles and functions/ Pre-Post Session Interpreter Code of Ethics -ASSIGNMENT Jan. 20 – Human Systems-Musculoskeletal System / Fracture Terminology/  Glossary/ Role PlayJan. 22 **L**  Register/Computer lab/Translation modes & ASSIGNMENTJan. 27 – Human Systems- Reproductive Systems/  Family planning/Women’s health/ Pre-Natal/OB GYNJan. 29 **L**  Group activity; Role review/Consecutive Interpreting Computer LabFeb. 3 – Bio-Cultural Medicine; General MedicineFeb. 5 **L**  – Sight Translation/ASSIGNMENT Review/ **Quiz 1** Feb. 10 – Community Health Care Systems: Radiology, Lab, ER Department and Surgery Feb. 12 **L** –Class activity/ Review quiz/Lead Presentation Role playing VocabularyFeb. 17 – Genetics/Gerontology: Death and DyingFeb. 19 **L** Portfolio Development-ASSIGNMENT/**Quiz 2**Feb. 24 **–** Psychosocial/Mental Health Issues/Violence at Workplace Assign groups for Working with Immigrant communities” due next weekFeb. 26 **L** Guest Speaker Portfolio Development/cover letter ASSIGNMENTMar. 3 –Groups present “Working with Immigrant communities”Mar. 5 **L** – Alternative Medicine ASSIGNMENT/ ResumeMar.10 -Interpreting in Different Health Care Service Areas/Pediatrics/Asthma Mar. 12 **L** –Mid Term ExamMar. 17 –**TERM PAPER/REPORT DUE** Mar. 19 **L** – Mistakes Interpreters Make/ Resume Project/ Pre-Session Quiz/InternshipsMar. 24 – Pain Management and related terminology/Prevention and Intervention of Injuries & Disease Domestic ViolenceMar. 26 **L**  Vocabulary/ASSIGNMENT/ Case Study  **SPRING BREAK - March 30 to April 3, 2015** April 7 –Various departments in healthcare setting: Eye-Ophthalmology, ENTApril 9 **L** – Portfolio Assignment Due/ Quiz 3 April 14 – Oncology-Distribute Cultural Presentation Topics, Scavenger HuntApril 16 **L** – Role play for sensitive issues /ResumeApril 21 –Popular Medical Terminology/Techniques to prevent burnout; Medical HumorApril 23 **L**  –Guest speaker/Role play Quiz 4April 28 **- CULTURAL PRESENTATIONS DUE** April 30 **L** Interpreter standards/Catch- up material/interviews…May 5 **- CULTURALPRESENTATIONS DUE** May 7 **L**  –Mock interviews in classMay 12 –Review for FinalMay 14 **L** –Meet with students individuallyMay 19 – **FINAL COMPREHENSIVE EXAM** 5:30-8:20 (**bring ScanTron882**)  **TERM PAPER/ REPORT - RUBIC GRADING SYSTEM: 20 points****ELEMENTS Excellent (4-5 Pts) Moderate (2-3 Pts) Minimal (0-1 Pts)**

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| Content**5 points maximum** | The paper is well-written and contains a thorough analysis of the topic.Multiple points of view are presented with appropriate citations.Quotations are limited and the student effectively paraphrases or summarizes the information. | The paper is adequate and contains a general analysis of the topic.Different points of view may be presented with appropriate citations.The student relies on quotations rather than paraphrasing or summarizing to make his/her point. | The paper is poorly written with limited analysis of the topic. Opinion (rather than fact) dominates the paper. The paper is dominated by quotations (about 20%) that may or may not be properly credited |  Comments |
| Creativity/Interesting Point(s)**5 points maximum** | The paper shows considerable creativity or presents interesting issues (3 or more) which contributes to the content of the report. | The paper shows a moderate number (2) issues which are creative or presents interesting issues which contributes to the content of the report. | The paper shows no creativity or presents interesting issues which contributes to the content of the report | Comments |
| Grammar/Spelling/Sentence Structure**5 points maximum** | The paper contains appropriate grammar or spelling.  | The paper contains minor grammar or spelling errors  |  The paper contains multiple and significant grammar and spelling error, which makes reading difficult. | Comments |
| References**3 points maximum** | The paper cites at least 3 references, all from recent and high-quality sources. 3 points | The paper cites at least 2 references, which may not be recent or from high-quality sources.2 points | The paper cites less than 2 references, which may not be recent or from quality sources. 1 point maximum |  Comments  |
| Format**2 points maximum** | The paper is written using easy to read/follow format; including style, margins, citations, spacing and font; no errors2 points | The paper is written using easy to read/follow format; minor errors that may include margins, citations, spacing and font.1 point  | The paper is poorly written using suboptimal format, style; difficult to read / follow  0 points | Comments |

  *Please analyze and review the requirements for the report. Grading will be based on the essential components* *established by the matrix presented above***Grading for Cultural Project:** Grading for the Cultural Project will be based on the following grading system. The total number of points for this assignment is 80. This project is to be presented completely in Spanish. Students not present during their group presentation will not earn any credit. *Information regarding this project will be given during week 2-3.* |  |  |  |  |  |
|  **Content**

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| -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 - Topic is researched adequately(5pts)  **TOTAL** **20 POINTS** |  |

 **Language & Cultural Competency**

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|  -Level of Language is appropriate, professional, and competent (2.5 pts)-Use of Language Registry for medical terminology is concise (2.5 pts)-Cultural awareness is apparent and accurate (2.5 pts)-Cultural Terminology is consistent with healthcare setting (2.5 pts) **TOTAL** **10 POINTS** |  |

 **Organization/structure**

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| -Presentation is well-organized, clear, and effectively structured (2.5 pts)-Topics are presented with smoothness and cohesiveness (2.5 pts)-There is an **introduction to gain the audience’s attention** (2.5 pts)- Flow of presentation is smooth and efficient (2.5 pts) **TOTAL 10 POINTS** |  |

 **Style/Presentation/Appearance**

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| -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 **TOTAL 15 POINTS**  |  |

 **Use of Visual Aids**

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| -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.  (5 pts) **TOTAL 15 POINTS**  |  |

 **Audience Participation**

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| -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** |  |

 **Adherence to Time Limit**

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| -The presenter(s) stayed within the allotted time (15 minutes) limit (Failure to do so may result in a *deduction* of points) **- 5 POINTS** Allow 5 minutes for questions and answers. NOT part of time  |  |

 Comments / Grade**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**Absolutely no student work will be accepted after the last day of class.** |
| Note- This syllabus and schedule are subject to change in the event of extenuating circumstances. If you are absent from class, it is your responsibility to check with a classmate regarding any notes/assignments |
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**Due Dates and Make-Up Exams**: All work is to be completed 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 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**: 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**.

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|  **Important Dates** |  |
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| Quiz 1 | **Date: February 3** |
| Quiz 2 | **Date: February 17** |
| Mid-Term Exam | **Date: February 24**  |
| Hospice Report/Presentation | **Date: March 19** |
| Quiz 3 | **Date: April 9**  |
| Quiz 4 | **Date: April 23** |
| Cultural Project/Presentation | **Date: April 28**  |
| Final Exam | **Date: May 19** |

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