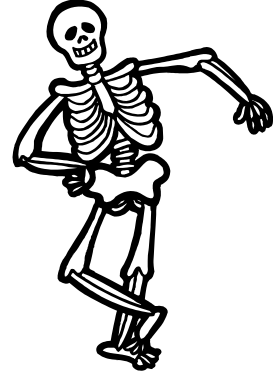


## Course Syllabus

Body Structure & Functions  
WVEIS Code: 0716  
Amie Hawkins, RN, Instructor/Advisor  
Credit: 1



### Course Description

Upon the successful completion of this course, students will understand the structures and functions of each system in the human body. Additional instructional components will include: concepts that pertain to the body as a whole, applicable medical terminology, and the pathophysiology common to each system. Current technology will be utilized to master course standards. Students will utilize problem-solving techniques and participate in hands-on activities to develop an understanding of course concepts. Teachers will provide each student with real world learning opportunities and instruction related to healthcare. Students are encouraged to become active members of Health Occupations Students of America (HOSA), the Career and Technical Student Organization (CTSO) for Health Science Technology Education students.

### Prerequisites

None

### Textbooks

Introduction to Health Science Technology (\$75.95)  
Introduction to Health Science Technology Workbook (\$27.95)

**Students are responsible for all textbooks and workbooks assigned to them and will be required to replace them if lost or damaged.**

### Addition Readings, References, or resources

Some assignments may require research in medical reference manuals. In addition internet research is used extensively. A list of appropriate web sites will be provided.

### Instructional Philosophy

I am eager to share my love of the health care field with future health care professionals. I have developed my program to be a challenging, yet enjoyable place of instruction. In this program, I am not only training you to be able to work in the health care industry, but I am training you as a health care professional. Therefore, I expect professional conduct, attitude, and appearance at all times. That being said, I enjoy health care and want you to enjoy it also. However, we can not lose sight of the reason why we are all part of this program: to secure the future of our healthcare system. For that reason, I do not tolerate interruptions or distractions that are detrimental to the class as a whole.

### Instructional Delivery

BSF is the second class of three electives that are required for the Health Occupations Program at Fred W. Eberle Technical Center. We will explore in depth the human body's structure and function and how all systems are intra-related. The lecture and written work for this class is frequently tied into the human structure and function assignment in Advanced Principles of Health Science. I do try to include group activities as much as possible. In addition, I have attempted to incorporate use of technology as much as possible.

### Assessment System

Grading Scale is based on the county scale:

A – 93-100  
B – 85-92  
C – 75-84  
D – 65-74  
F – 0-64

Your final grade is determined as follows:

Homework assignments: 25%  
Unit Tests: 25%  
Weekly Grades: 25%  
Final Project: 25%

Extra credit may be provided for extenuating circumstances only

### Academic Rigor

Coursework is guided by:

- Content Skill Sets provided by the WV Department of Education
- Industry Standards
- National Healthcare Foundation Skill Standards provided by the US Department of Education
- The West Virginia Standards for 21<sup>st</sup> Century Learning

### Classroom Management Plan

#### **Rules**

- Once the bus drops you off, come directly to the classroom, gather your supplies, find your seat and be ready to work.
- Show respect and common courtesy to instructor, peers, and any visitors to our classroom.
- Do not talk while the teacher or anyone else is speaking.
- Raise your hand to be called on when wanting to contribute to discussion or asking a question.
- Request permission to leave your seat or work area.
- Food and drinks in the classroom are a privilege that will be taken away if the room is not kept neat.
- Sleeping is not tolerated. If your head is down, you are considered sleeping.
- Cell phones are prohibited at all times. Any cell phones seen will be taken . 1<sup>st</sup> offense will be returned at the end of class. 2<sup>nd</sup> offense Parents must pick up cell phone.
- Music players are not allowed during instructional time.
- Break time is a privilege that can be taken away if the class is not making adequate progress or for behavioral reasons.

- In addition, all rules in the Fred W. Eberle Handbook are expected to be followed.
- The class phone may be used for emergencies or illness only.
- Students are not allowed in the lab portion of the room without permission.
- Equipment is not allowed to be utilized without instructor permission.

**Dress Code**

- Dress is to be neat in appearance and clean.
- No obscene language, drug, sex or alcohol references allowed on any items.
- No revealing shirts or extremely short skirts/shorts.
- Instructor has the right to request that you cover up or change for violations of the dress code.

**Personal Hygiene**

- As personal hygiene plays a significant role in health care, students are expected to be clean and odor free including, but not limited to: body, hair, breath, and clothes.

**Attendance Policy & Make-Up Work**

- Students are expected to attend class daily unless ill.
- Appointments should be made after school hours if at all possible.
- Excessive absenteeism may affect your progression in or graduation from the program.
- The student is responsible for obtaining make-up work during break and completing in a timely manner to the satisfaction of the instructor.

**Consequences**

Refer to school handbook for disciplinary policy.

**Contact Information**

Amie Hawkins, RN  
Health Occupations Instructor  
HOSA Advisor  
472-1259 ext.109  
adhawkins@k12.wv.us