

**S.H.A.P.E. Seminar
Course Handbook
2009-2010**



**Instructor
Mrs. Lehua Lee, ATC, M.Ed.**

Course Expectations: SHAPE Seminar

Mrs. Lehua Lee, ATC, M.Ed.
Office Hours: By appointment

Course Description

This is a one-year, variable-unit course offered at the junior level for the SHAPE Career Pathway. Students may earn up to 15 units upon the successful completion of class work and career exploration labs. This entry level course covers the health and fitness professions in a variety of areas including nursing, dental, rehabilitation, medical careers, emergency medical services, sports medicine and alternative medicine. Students will have the opportunity to participate in five career exploration labs that will serve to refine their interest to a particular area in health care.

Course Goals

Upon successful completion of the course, students will:

- Understand the education required for specific careers
- Understand the job duties and scope of practice for specific careers
- Demonstrate basic skills performed by practitioners in specific areas
- Obtain certification in AHA First Aid with CPR and AED
- Gain experience in the day-to-day duties of practitioners in 5 specific areas through job shadowing
- Be able to narrow their interest of health/fitness careers to those best suited to their abilities and interests

Text

Booth, Kathryn. Health Care Technology. New York, NY: McGraw-Hill/Glencoe

Areas covered in course

- Job employment skills
- Emergency Medical Services
- Nursing
- The physician's office
- Pharmacy
- Respiratory Care
- Rehabilitation
- Sports Medicine
- Alternative Medicine
- Dental Care
- Medical Laboratory
- Radiology
- Ophthalmic Care
- Medical Office

Materials

- 3 ring binder with dividers

Class Policies

1. **Attendance:** Attendance is mandatory. This is a variable-unit course. Therefore, if too many hours are missed, the student may not receive all of the units available. Points for class participation are also dependent on the presence and punctuality of the student. Any absences or tardies will have a negative affect on class participation points and thus on the student's grade.
2. **Missed Work:** It is the **students' responsibility** to obtain any notes, handouts or assignments that were missed for an excused absence. If class was missed for a school function (i.e. athletic contest, field trip) it is the student's responsibility to see the teacher prior to the event to make arrangements for the missed work. If arrangements have not been made prior to the event, no make-up work will be allowed. All make-up work must be complete within one week of the absence. **A student may NOT make-up any assignment, quiz or test due to an unexcused absence or tardy.**
3. **Class Participation:** Students will be awarded 3 points per day in class participation points. One point will be deducted for a tardy, the student will loose all three points for an absence. The student may loose additional points for non-participation, disruptive behavior, not staying on task and not completing assigned work. Students will be expected to take part during all lecture and lab sessions. Shorts and/or tank tops may be required for some lab sessions. Students will be informed prior to a lab requiring special dress. Time will be given at the beginning and end of the class session to change. **Any clothing worn during the lab that is in violation of the school dress code may not be worn outside of this class!! Class participation accounts for 20% of the overall grade.**
4. **Behavior:** This class is offered as a SHAPE class, therefore we will adhere to a professional environment in the classroom. Students are to conduct themselves in a way becoming to any healthcare professional. Any behavior that would not be tolerated in a health care setting or is disruptive to the learning process will not be tolerated and will affect your grade. The following rules will be observed in the classroom at all times:
 - No eating or drinking in the classroom (with the exception of water)
 - No profanity or offensive language
 - No cheating
 - Have a positive attitude
 - Be respectful
 - Have fun!!
5. **Notebook:** Each student will be required to keep a 3-ring binder, which contains work only for SHAPE Seminar. The notebook will contain class notes, handouts, returned work and quizzes. The notebook will be checked periodically and is worth 20% of the overall grade. More information on the contents, set-up and grading of the notebook will be passed out at a later time.
6. **Career Exploration Lab:** Each student will have the opportunity to participate in 5 career exploration experiences throughout the year (approximately one every other month). Each career exploration experience will consist of 1 full day of shadowing followed by a written report. Each career exploration lab will earn the student 1 unit and the entire component of the

class accounts for 20% of the overall grade. More specific information on the career exploration component of the class will be passed out at a later date.

Grading

All work will be assigned a number of points. Points will be added and scored as follows

A= 100-93%	A- = 92-90%	
B+ = 89-87%	B = 86-83%	B- = 82-80%
C+ = 79-77%	C = 76-73%	C- = 72-70%
D+ = 69-67%	D = 66-63%	D- = 62-60%
F= Below 60%		

Breakdown of Points

- 20% Class participation
- 20% notebook
- 20% Quizzes
- 20% Assignments
- 20% Job Shadow

SHAPE Seminar Expectations

10 point assignment

Must be signed and returned to instructor by _____

Student

I have read and understand the procedures listed in the Sports Therapy course syllabus. I agree to come to class on time and prepared, abide by the rules and policies, and be courteous and respectful in order to have a positive learning environment for myself and classmates.

Student Signature

Date

Parent

I have read and understand the procedures listed in my son/daughter's Sports Therapy course syllabus. I will ensure my son/daughter will abide by the rules and policies in order to have a positive learning environment and have every opportunity to succeed in the course

Parent Signature

Date