VETT **132 Small Animal Dis & Med Care II section name section credit hours**
Credits
Syllabus

Course Information

Meeting times and location: section meeting_times section location

Catalog description: Small Animal Disease and Medical Care II is an intermediate course designed to instruct students in the study of selected small animal diseases and conditions, and the anatomical and physiological basis of the diseases that are being presented.

Prerequisites: Student must have clinical site and preceptor approved.

Terms offered: All Semesters

**Section-specific Course Description:**

Course Level Objectives

Upon successful completion of the course, the student will be able to describe and apply knowledge of the following topics for canine and feline patients:

- Clinical Nursing Skills: Provide proper restraint and handing of patients; Apply muzzles and E-collars; Obtain patient histories and perform physical exams; Provide basic husbandry care; Administer medications using various routes and techniques.
- Organization of the body - cells and tissues.
- List and identify the mechanisms of disease and explain proper sanitation.
- Describe Oncology concepts; List and identify the signs of pain in animals.
- Diseases: Identify anatomical structures; Explain the function of the components; Describe and identify select diseases; Describe procedures used to diagnose disorders; and List the common medical treatments involving disorders of the following systems:

- Eye, Integumentary, Ear, Musculoskeletal, and Endocrine.
- Develop reports on special topics.

Required Texts and/or Materials

Reading assignments will come from: weekly coursework documents, required textbooks, and articles / websites / videos posted on the course site for each week.
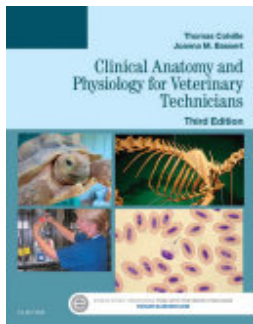
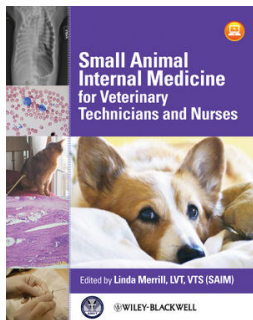**Clinical Anatomy and Physiology for Veterinary Technicians**
9780323227933
Thomas P. Colville, Joanna M. Bassert
Elsevier Health Sciences
2015-03-19
3rd edition

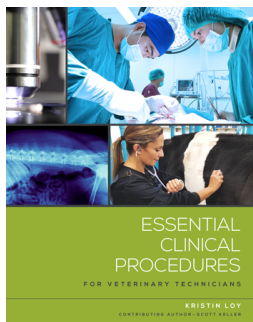**Small Animal Internal Medicine for Veterinary Technicians and Nurses**
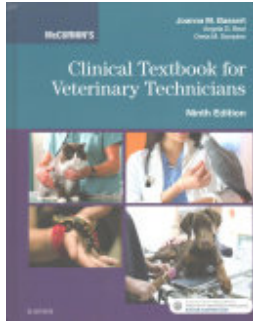9780813821614
Linda Merrill
Wiley-Blackwell
2012
1st edition

Essential Clinical Procedures for Veterinary Technicians
9781681357485
Kristin Loy, Scott Keller
2018-01-01
1st edition

McCurnin's Clinical Textbook for Veterinary Technicians - Textbook and Workbook Package
9780323442756
Joanna M. Bassert, John Thomas
Saunders
2017-03-31
9th edition

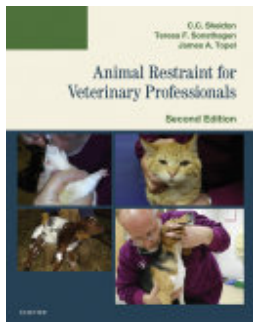**Veterinary Technician's Daily Reference Guide**
9781118363508
Candyce M. Jack, Patricia M. Watson
John Wiley & Sons
2014-02-28
3rd edition

Animal Restraint for Veterinary Professionals - E-Book
9780323354943
C. C. Sheldon, Teresa F. Sonsthagen, James Topel
Elsevier Health Sciences
2016-07-21
2nd edition

Required Technology and Software

- Canvas
- Chrome, Safari, or Firefox

Technical Support

Technical support is available through the San Juan College Help Desk 24/7/365. The help desk can be reached at 505-566-3266 or by creating a ticket at San Juan College Help Desk.

For tickets and password reset: San Juan College Help Desk

For Canvas support information: Canvas Support

Accessibility/Privacy Policies for all Technology Tools Used

[Accessibility/Privacy Policies for all Technology Tools Used](#)

Course Requirements

Important! **Please thoroughly review the following. Together, these two documents serve as a contract with the college, the student, and the instructor.**

1) Course Guidebook - found in the Important Course Information module in Canvas and includes:

- Comprehensive information on course policies and the requirements which must be met in order to successfully complete the course.
- Weekly Reading & Written Lessons Schedule
- Assignment Schedule
- Due Dates and other important dates
- Course Grading

2) Simple Syllabus - accessible from the course menu and includes.

- A brief overview of this course
- San Juan College policies and information

Activities for this course include:

- Weekly written assignments
- Tests: 9-Quizzes, 3-Exams
- 2-discussions and/or research / case study projects
- Course Task Checklist (CTCs) - 28 required clinical tasks

  CTCs: To see a list of the clinical tasks for this course, click **here** - this link will take you to the SJC Veterinary Technology website where you can view the clinical tasks for each course. Or enter this URL into the browser address bar: https://www.sanjuancollege.edu/health-science/veterinary-technology/upper-tier-clinical-task-requirements/

  Once the semester begins, you will have access to the CTCs document containing detailed instructions and step by step instructions for each task.

COVID Safe Practices for Being on Campus

Masks / cloth face coverings must be worn while on campus in accordance with the New Mexico public health order. If you feel that you cannot wear a mask due to health complications, please contact Disabilities Services: disabilityservices@sanjuancollege.edu or call (505) 566-3271. Hand sanitizer stations are at all building entrances, please "wash in, wash out"--clean your hands when you enter and before you leave. Classrooms and labs have been arranged to allow for social distancing; please respect your classmates and instructors by staying 6 feet away from everyone. You will be expected to disinfect your table or area prior to class and after class, cleaning products will be provided for this purpose. Check with your instructor for specific policies for their course. Please do not congregate in hallways or common areas, instead utilize our beautiful outside spaces and weather to visit with your friends and colleagues from a safe distance.

If you have been in contact with anyone who has tested positive for COVID-19, has symptoms, or is waiting on test results, contact your instructor and DO NOT come to class. If you have tested positive, have symptoms or are waiting on test results, contact your instructor and DO NOT come to class. Your health care provider or the assigned contact tracer will let you know when it is safe for you to be around others.

Student Support

Student Services and Support

The Student Support webpage provides information on counseling, tutoring, technical support, and many other support services available to San Juan College students.

[Student Support](#)

Academic Support

Academic Support webpage provides information on academic advising, the library, Testing Center, and the honors program.

[Academic Support](#)

Participation and Attendance Policy

Drop for Non-Attendance

Students are expected to complete at least one required assignment in this course by the 2nd Friday of the semester. If no assignments are completed by this time, San Juan College will drop students from currently enrolled sections for Non-Attendance. Students will still be responsible for payment of tuition and fees.

Financial Aid will not be awarded for classes that are dropped for non-attendance. Being dropped and losing Financial Aid does not negate your financial obligation to pay for these classes. Should you have any questions, please contact Enrollment Services or Financial Aid. Remember, if you do not plan to attend, please drop your classes before the first day of class.

Course Participation

Students are expected to participate regularly and submit all course assignments, based on the course guide definition. In this course, a student who does not submit two consecutive assignments, without consulting the instructor, may be considered as having abandoned the course and a note will be entered into Self-Service and the Registrar's Office will take appropriate action. Logging into the course does not meet the attendance standard.

Students who fail to meet participation expectations will have their last date of attendance recorded in Self-Service. This date will be used to recalculate any financial aid received/veteran's benefits received, and the student may be required to repay the institution/government. If the student does not drop the course, an 'X' grade will be recorded. An 'X' grade impacts the grade point average the same as an 'F'.

Refer to the Course Guidebook for course specific policies.

Canvas Participation and Expectations

Students are expected to log into the course at least once a week and should check their Canvas and SJC email daily. All assignments have associated due dates and no late work will be accepted, unless prior approval is obtained BEFORE the assignment due date! The decision to accept late work is at the instructor's discretion and documentation of a valid excuse must be provided upon request. If students have problems or questions concerning the course or course expectations, they are expected to contact their instructor in a timely and professional manner.

Refer to the Course Guidebook for course specific policies, including late submission policies.

Instructor Response Time

Unless noted otherwise in the Course Guidebook and in Announcements / emails:

- Students may expect to have their assignments graded and the grades posted within 10 working days after the assignment closes.
- Instructors should answer student e-mails within 48 hours of receipt during the normal work hours.

Course Time Commitment

Students should expect to spend approximately 6-8 hours each week completing the didactic coursework assignments in this class.

In addition to the coursework assignments, students will also be required to be working in a veterinary facility and performing clinical tasks for the Course Task Checklists (CTCs). The estimated clinical hours needed for the CTCs for the average student is 5 hours per week. OCCI site factors, such as hospital size, hospital patient flow, number of preceptors, and conditions in the OCCI site, may impact the total number of clinical hours needed. These hours are meant to aid the student in planning their course load.

Grading

The course activities are divided into assignment groups.

- Groups 1 - 2 - 3: Quizzes and Exams

  - There are 3 quizzes and 1 exam for each of Groups 1, 2, and 3.
  - Each of these groups contains material from a third of the course.
  - In order to demonstrate competency with the material, you must attain a minimum of 70% for each of the groups containing quizzes and exams in order to pass the course.

- 2-discussions and/or research / case study projects
- Course Task Checklist (CTCs): All clinical tasks must be successfully completed in the approved OCCI site and graded by the approved preceptor and the complete CTCs document submitted by the due date.

Course Points	
Group	**Points**
1	160
2	160
3	160
Discussions / Cases	50
CTCs	Pass/Fail No points
Total Possible Points	**530 Pts**

Summary - In order to pass this course, you must meet the course requirements outlined in the Course Guidebook:

1. Attain a minimum of 70% for each of the 3 Groups containing quizzes and exams (Groups 1, 2, and 3), and
2. CTCs - all tasks must be successfully performed and the complete CTCs document submitted, and
3. Have an overall course total of 70% or greater. Refer to your Canvas gradebook to see your total for each group.

Refer to the Course Guidebook for detailed course specific policies, including the grading policies and scale.

Key Dates to Remember

Full Academic Calendar

Course Schedule

The table below lists the topics covered each week. The Reading Assignment Schedule, found in the Course Guidebook, will list the required readings from textbooks along with any articles, videos, websites posted in the course for the weekly lessons.

Lesson Schedule	
Week	**Topics**
1	**Mechanisms of Disease** **Introduction to Infectious Diseases** **Sanitation**
2	**Organization of the Body** **Cells and Tissues** **Oncology** **Nutrition in Oncology** **Pain**
3	**Eye I Extraocular Structures** Anatomy & Functions; Selected Disorders

4	**Eye II Globe**
	    Anatomy & Functions; Select Disorders; Ocular Therapeutics; Ocular
	    Exam & Clinical Procedures

5	**Integumentary System** Anatomy; History & Examination; Select Disorders; Neoplasia
6	**Special Senses - Ear** Anatomy; Select Disorders; Otic Therapeutics; Otic Exam
7	**Musculo-Skeletal System I** Skeletal Tissue; Articulations; Muscle Tissue; Fractures
8	**Musculo-Skeletal System II** Disorders
9	**Endocrine System I** Organization: Hypothalamus & Pituitary Glands; Thyroid Gland
10	**Endocrine System II: Adrenal Gland** Anatomy; Cushing's Disease; Addison's Disease
11	**Endocrine System III: Pancreas** Anatomy; Diabetes Mellitus

Download the Course Guidebook for the complete reading assignment schedule.

College Policies

The following information also applies to your work in this class. If you have special needs for campus emergency situations, please inform me immediately.

1. **Academic Accommodations - American with Disabilities Act (ADA)**

   If you believe you need academic accommodations due to physical or learning disabilities, you are encouraged to inform them as soon as possible. The coordinator can work with you in verifying your disabilities and developing accommodation strategies. Please go to [Disability Services Office](#), click the button for "Request for Services" and complete all the steps.

   You can also contact the college's disability coordinator in the Advising/Counseling Center at 566-3271 or disabilityservices@sanjuancollege.edu. More information is available on the website listed above.

2. **The Family Educational Rights and Privacy Act (FERPA)**

   Your personal information and grade are confidential. Aside from routine reporting to the college required for this course, I will not share such information with anyone unless I have your permission.

3. **Academic Honesty Rules**

   San Juan College expects all students to adhere to the [Academic Honesty Rules](#) as posted online. These are the official guidelines for all classes at San Juan College (July 2006).

4. **Student Conduct Statement**

   College is preparation for professional opportunities, and professional conduct is expected in courses, including online classes, as well as any written communications, and interactions with members of the college community. As part of our learning community, students are expected to interact and communicate in a mature, respectful, thoughtful, and supportive manner. Students who demonstrate disrespectful, hostile, belittling, bullying or other disruptive behavior will be subject to potential consequences and possible dismissal from the college. The college will take appropriate action when students demonstrate threatening behavior (to others or self). Students should refer to the Code of Conduct in the Student Handbook for additional information.

5. **Student Safety**

   Keeping students safe is a priority, and part of that is ensuring that we have the ability to communicate emergency messages – whether for school closures due to weather or for more or urgent situations. Rave is San Juan College's emergency messaging system. Through your SJC student email, you will automatically receive email messages, however, it is also vital that you receive text messages. In order to receive the messages, you must register in a simple process with [Rave](#). When registering, please make sure that your mobile status is "confirmed."

The Department of Public Safety is available 24 hours per day. In an emergency, they can be accessed by calling 215-3091 or 566-3333.

In the event of an emergency, a Rave message will be sent, and depending on the situation, you will be instructed to do one of the following:

- Evacuate the building
- Shelter in place (Campus doors are locked, and operations continue as normal. During this situation, no one other than law enforcement is allowed in or out of the campus.)
- Lockdown (Campus doors are locked. All operations cease, and you should take cover in your immediate area. No one other than law enforcement is allowed in or out of the campus.

6. **Non-Discrimination, Sexual Harassment, and Retaliation.**

San Juan College does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, genetic, veteran's status, or on the basis of any other category protected under federal, state and local laws. If you have experienced sexual harassment, sexual assault, or any other form of protected class discrimination, we encourage you to make a report. If you report to a faculty member, she/he/they are obligated by policy to share knowledge, notice, and/or reports of harassment, discrimination, and/or retaliation with the Title IX Coordinator. These disclosures include but are not limited to reports of sexual assault, dating/domestic violence, and stalking. You may also make a confidential report to a SJC Counselor. Please refer to San Juan College's [Title IX](#) site for further details.

San Juan College's Title IX Coordinator is Stacey Allen, Assistant Director of Human Resources/Equity, Diversity, and Inclusion Officer. The office is located at the Educational Services Center Building, 2nd Floor, Human Resources, Room 4243 at (505) 566-3515 or allens@sanjuancollege.edu.

7. **Drop for Non-Attendance and/or Non-Participation**

Class Attendance and Participation Expectation:

Face-to-Face -- Students are expected to attend and participate in class regularly. Any student missing more than 10% of consecutive class time, (For example, in a regular 15-week class that meets twice a week, this equates to the student missing 3 consecutive classes) without consultation with the instructor may be considered as having abandoned the course.

On-line -- Students are expected to participate regularly and submit all course assignments, based on the course guide definition. A student who does not submit any assignments during a consecutive 10% of the course (1.5 weeks of a 15-week semester) without consulting the instructor, may be considered as having abandoned the course. Logging in does not meet the attendance standard.

Competency-Based Education Classes -- Students are expected to have regular and substantive interactions with their instructor and to actively work on course content. A student who has not submitted coursework, nor had substantive interactions with the instructor over a consecutive 10% of the term, without the instructor's prior approval, will be considered to have abandoned the competency progression. Last date of attendance will be recorded as the last date that coursework was submitted or that the student met with the instructor. For on-line learners, logging in does not meet the attendance standard.

8. **Failure to Meet Class Participation Expectation:**

   Students who fail to meet participation expectations will have their last date of attendance recorded. This date will be used to recalculate any financial aid received/veteran's benefits received, and the student may be required to repay the institution/government. If the student does not drop the course, an 'X' grade will be recorded. An 'X' grade impacts the grade point average the same as an 'F'.

9. **Grading Policies**

   Incomplete: Incomplete Grade Assignment ([Incomplete Grades Information](#))

   The grade of I (Incomplete) is given for passing work that could not be completed during the semester because of circumstances beyond the student's control. Ordinarily, the assignment of an I is given by the course instructor at the time final grades are due

   In no case is an I grade to be used to avoid assignment of D or F grades for marginal or failing work or to require a student to enroll in the class the next semester because work was not completed on time. Circumstances warranting the issuance of an I grade must be beyond the student's control and must be documented on the appropriate form prior to approval.

   I grades can be removed only during the subsequent 16 weeks from the end of term, or within the time limit set by the instructor. Removal of an I is accomplished by completing the work in a manner acceptable to the instructor. Re-enrollment in

the course under the repeat option does not remove the prior grade of I. Students should not re-enroll for the course. An I not made up within 16 weeks or within the time limit set by the instructor will change to an F grade thereafter and cannot be changed by work completion.

10. **Grade Appeals**

    The policy for grade appeals is in the Academic Catalog.([Grade Appeal Policy](#))

Student Handbook

The Student Handbook provides information on Student support, student organizations, and San Juan College policies.

[Student Handbook](#)