SAN JUAN COLLEGE

VETT **221 Vid Port:Vet Anesthesia&Surg section name section credit hours Credits Syllabus**

Course Information

Meeting times and location: section meeting_times section location

Catalog description: Video Portfolio: Veterinary Anesthesia and Surgical Assisting is an advanced level course specifically designed to instruct students in the performance of the required hands-on clinical tasks for veterinary anesthesia and technical surgical assistance. Students will be required to produce and submit a video on specific and required veterinary surgical assistance and perianesthetic tasks. The video is requirement for all veterinary technology program students based on AVMA/CVTEA accreditation criteria. Faculty Permission Required

Prerequisites: Take VETT-214 Student must have clinical site and preceptor approved.

Terms offered: All Semesters

Section-specific Course Description:

Course Level Objectives

Videotape and demonstrate proficiency per CVTEA and SJC VTDLP standards (as outlined in the course video instructions document) the following tasks:

- maintain and operate an anesthetic machine

- perform pressure check of an anesthetic machine

- preanesthetic preparation

- administer anesthetic related drugs by injection, mask, induction chamber, or endotracheal tube : rapid sequence induction technique

- utilize clinical signs and appropriate equipment to monitor patient status in all stages of anesthesia

- prepare surgical site using aseptic techniques and position patient for common procedures

- wrap a surgical gown

- perform cleaning and sterilization of the surgical room

- surgical scrub: hands

- surgical gowning and gloving

- clean surgical instruments

- set up sterile surgical pack

- assemble and wrap a surgical pack

- sterilize instruments and supplies using appropriate methods

- complete controlled substance log

- provide post operative care: suture removal

Required Texts and/or Materials

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

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

Scroll to the middle of the linked page to view

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

Course Requirements

Students will do the following activities:

Complete all quizzes and journal entries

Complete and videotape 21 surgery and anesthesia tasks

Fulfill the spay and neuter requirement for both dogs and cats

COVID Safe Practices for Being on Campus

COVID Safe Practices for Being on Campus

What to do if you have COVID-19 symptoms, are exposed or test positive:

- Do NOT come to campus, but continue to monitor your symptoms and stay home if you test positive for COVID-19 or when you are not feeling well.
- Contact your instructor.

There is no longer a requirement to complete the intake form if you test positive for COVID-19, experience symptoms, or come in contact with a confirmed positive COVID-19 case.

San Juan College continues to follow the NM Department of Health guidelines with regard to COVID-19. These guidelines can be reviewed by visiting their website at: https://cv.nmhealth.org/.

Additional SJC COVID-19 information and resources can be found on the [Coronavirus](#) webpage.

Student Support

Student Services and Support

At San Juan College, we support your academic success and overall health. We know that students often experience a range of stressors that can impact learning and well-being. If you, or someone you know is experiencing mental health concerns, or could benefit from effective academic strategies, there are free and confidential resources available to enrolled students through the Counseling Center. To learn more, visit the [Counseling Center website](#) or call 505-566-3404.

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](#)

Additional Requirements for Honors Students (Section 0H1)

N/A

Participation and Attendance Policy

Students are expected to participate weekly in the course by submitting any required quizzes and journal entries and submitting the required weekly video links.

Please Note: Ensure you are complying with the following program polices as you work through the course and film videos:

- Rabies Policy
- OSHA Policy
- IACUC Policy

These polices can be found in the Student Handbook, Preceptor Handbook, and Video Instructions Document. Compliance is mandatory and will be strictly enforced. Please contact your instructor with

any questions/assistance.

Inclement Weather Information

Students will receive notification of class delays and cancellations due to inclement weather via the SJC SunsAlert and SJC student email. Face-to-face classes will not meet in person; however, students are advised to check with instructors about alternative meeting options, as some may choose to meet via zoom. Hybrid classes will meet as scheduled via zoom. For questions regarding your class delay or cancelation, please contact your instructor. If you have not already done so, [Sign up for SJC SunsAlert](#) to stay up to date on weather alerts.

Other Classroom Policies and Expectations

The VTDLP provides Course Task Checklists, in upper tier classes, which contain tasks that students must perform in their OCCI sites and be evaluated by their preceptors. This allows students to learn about the procedures by physically performing the tasks in anticipation of completion of the required videos. You have learned about the clinical tasks, through the coursework, articles, and videos supplied in the courses, and have been performing the procedures in your clinic for the CTCs in each course. While the CTCs allow for practice and input from the clinical mentors, CVTEA states that "Student knowledge and/or skill must be evaluated at the completion of each course by faculty employed by the parent institution." The Video Portfolios are required so that faculty of San Juan College can assess your knowledge of these tasks. You have been studying about and performing many of these tasks for several semesters now and need to be prepared to complete the tasks on video.

For the Companion Animal clinical tasks, 4 videos are required for all VTDLP students, and include: Veterinary Nursing I and II video; Surgical Assisting & Anesthesia video; and Clinical Pathology video.

All students who enter the Veterinary Technology Program beginning with the 2020 Academic Catalog, are required to enroll in the courses listed below, to complete their degree. In the formal course, the video must be successfully completed during the semester that you are enrolled in the course in order to pass the class.

- VETT 219 Nursing I Video Portfolio
- VETT 221 Surgical Assisting & Anesthesia Video Portfolio
- VETT 222 Clinical Pathology Video Portfolio
- VETT 223 Nursing II Video Portfolio

You are now at the stage of your education and career that you should take the completion of the videos very seriously. In order to pass these projects, it is imperative that you read and carefully follow the instructions, and to communicate with your instructors if you have any questions or concerns about completing the assignments.

In some states it may violate the Veterinary Practice Act or Code of Ethics for students to perform some tasks. Under no circumstances should you violate any statures, laws, or professional rules where you live or work to complete a course assignment.

If a task is not allowed by state regulations or if the practice does not have the equipment needed to perform the task, you MUST contact the Course Instructor to see if there is an alternative method for task completion. Each and every task must be completed with a minimum grade of "C".

The successful completion of all three videos (including the Nursing, Surgical Assisting/Anesthesia, and Clinical Pathology videos) is a prerequisite for enrollment in the following Tier 4 courses:

- VETT 233 Large Animal Clinical Assisting and
- VETT 235 Laboratory Animal & Small Exotic Clinical Procedures

Course Assignments, Due Dates, and Grading

 Anesthesia and Surgery Video Portfolio

You will find a current version of the VETT 221 Veterinary Anesthesia and Surgery Video Portfolio - Instructions and Tasks document on the course site. Please contact your instructor if you need clarification of the assignments or with any questions or concerns that you might have.

To allow enough time for your video flash drive to be graded, it must be mailed to arrive in the instructor's office by the specific due date posted each semester. Mailing instructions are located within the video instructions document in Canvas.

The Surgery and Anesthesia Video must be submitted during the semester that you are enrolled in the VETT 221 course, and each and every task must be completed with a minimum score of 70%. The total combined scores of the video and the exams will determine your final grade for the course. If a student does not successfully complete all 21 videos in 1-2 attempts, they will fail the course and have to reattempt the class in a future semester.

Quizzes

- The introductory OSHA/course policies quiz is due at the end of Week 1 and consists of 20 multiple choice questions worth 0.5 points each for a total of 10 points. A score of 10/10 is required to be able to access the task drop boxes in order to turn in completed work each week. You have 4 attempts at this quiz and 20 minutes for each attempt.
- There are 10 quizzes for VETT 221 and each consists of 10 questions worth a maximum of 1 points each. These quizzes are based on previous course material and are review for the VTNE The quizzes are worth 10 points each and you have 10 minutes to complete the quiz. You have 2 attempts for each quiz.
- Each Assignment/Quiz must be completed and submitted by the posted due date/time.

Assignment Due Dates

The due dates for assignments, quizzes, and video submissions are specific to each course and are posted in the course modules. Unless noted otherwise, all assignments are due by 11:59 PM MT on the date listed. If you think you are going to need an extension on your assignments, please contact your instructor prior to the assignment due date.

If you do not have permission from your instructor to turn in work late it may be subject to point penalties or may not be accepted at all

Canvas Participation and Expectations

Students are expected to check Canvas and their SJC email frequently for instructions and feedback from their instructors. All coursework should be completed by the posted due date.

It is also highly recommended to join the VETT Video Portfolio Community Group in Canvas. You will receive an invitation for this group by the beginning of the semester. Please let your instructor know if you did not receive one

Instructor Response Times & Regular Interaction Expectations

Instructors generally respond to emails within 24-48 hours and all video submissions are graded within 10 days.

Course Time Commitment

Please plan on spending a minimum of 6-10 hours weekly for this course including video filming, submission, and course participation.

Grading

Grade Distribution for 221:

694-625 points = A

624-555 points = B

554-486 points = C

485 points and below = F

Please see the Video Instructions document for a detailed breakdown of points.

*Please remember ALL videos must be passed with a 70% or higher in order to pass the course.

Key Dates to Remember

Full Academic Calendar

Course Schedule

3 videos are due each Friday in weeks 2-8 with resubmissions due by the Friday of week 10. Flash Drive is due in your instructor's office by the Friday of Week 11.

Weekly Quizzes are due on each Monday in Weeks 1-11.

Journal Entries are due each Friday in weeks 2-9

Specific due dates are posted within the modules in the course.

A printable course schedule is provided for you in your course module for your convenience.

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 other disabilities, you are encouraged to contact Accessibility Services as soon as possible. The coordinator can work with you to determine eligibility and appropriate accommodations strategies. Please go to your MY SJC portal page, click on Accessibility Services, and complete all the steps.

    You can also contact the college's Accessibility Services Coordinator at (505) 566-3271 or accessibilityservices@sanjuancollege.edu. More information is available on the website listed above.

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

    Refer to the catalog for information regarding [FERPA](#).

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.

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 to you. SJC SunsAlert is San Juan College's Emergency Notification System that will provide you with real-time information about campus closures, extreme weather, and other emergencies through your San Juan College email, text alerts, and phone calls. Should an emergency occur prior to activating your SJC SunsAlert, you will only receive messages through your San Juan College email. To receive a phone call and text alert, you must activate your SJC SunsAlert account and register your phone number. To activate your SJC SunsAlert account, you will need to download the Everbridge App in the App Store or Google Play. Once the app is downloaded follow these steps:
• Open the app
• Click on "Find an organization or subscription" button
• In the search box, either type in San Juan College or 87402
• Click on "SJC SunsAlert"
• Sign on using your SJC email and password
• Once you sign in, you will want to click on "Manage My Profile"
• Click on "edit"
• Include your preferred communication methods.
• Enter your cell phone number in the personal text msg field to ensure you receive text messages.
• Confirm all information (phone number & email) is correct and up to date.
• If you need help with the app, please call John Myers at 505-566-4224 or Kenny Hibner at 505-566-3050.
In the event of an emergency, an SJC SunsAlert 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.)
The Department of Public Safety (DPS) is available 24 hours per day. In an emergency, you can reach DPS staff by calling (505) 566-4444.

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.

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'.

8. 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.

9. 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](#)

Online Course Fee

Online Courses - San Juan College requires all online courses to include some form of assessment to demonstrate the mastery of course objectives. This could include exams, capstone projects, e-portfolios, presentations, final papers or other appropriate assessments. The use of a proctoring platform, plagiarism detection software or other method to ensure that assessments are completed by the enrolled student is required.

 A course fee of $5.00 is assessed for all online courses at San Juan College to cover the cost of the above services. Students who are required to take a proctored exam and choose to use a physical testing center outside the SJC Testing Center or SJC Disability Services will be responsible for the cost of using that center.