 SAN JUAN COLLEGE

VETT **130 Vet Nursing Care II section name section credit hours Credits**
Syllabus

Course Information

Meeting times and location: section meeting_times section location

Catalog description: Veterinary Nursing Care 2 is an intermediate course designed to instruct students in nursing care techniques including; bandages and casts, administration of medications, and sample collections.

Prerequisites: Student must have clinic site and preceptor approved.

Terms offered: All Semesters

Section-specific Course Description:

Course Level Objectives

Upon successful completion of this course, the student should 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; administer medications using various routes and techniques; Perform venipuncture; Place intravenous catheters.
- Nutrition: List nutrients; Evaluate pet foods; Describe feeding methods best used for specific conditions; Assess patient body condition; Advise clients about nutrition topics.
- Body Systems: Identify anatomical structures; Explain the function of the components; Describe common presentations; and Perform clinical procedures for the following systems:
- Digestive, Cardiovascular, Respiratory, Urinary
- Gather patient history and perform physical exams; Provide basic husbandry care.
- Identify special considerations for and explain proper care of neonatal, geriatric, and infirm patients; Identify pain in patients.

- Identify select toxicants and assist in managing poison emergencies.
- 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.
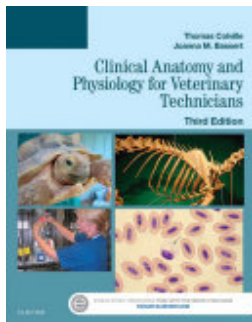
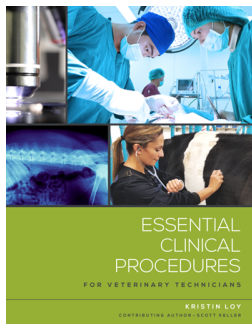**Clinical Anatomy and Physiology for Veterinary Technicians**
9780323227933
Thomas P. Colville, Joanna M. Bassert
Elsevier Health Sciences
2015-03-19
3rd

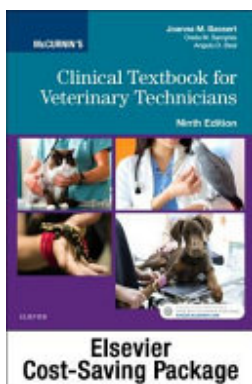**Essential Clinical Procedures for Veterinary Technicians**
9781681357485
Kristin Loy, Scott Keller
bluedoor Publishing
2018-01-01
1st

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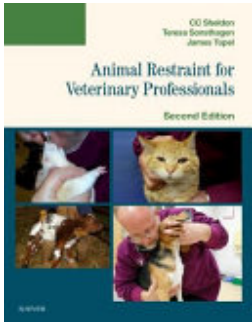9780323442756
Joanna M. Bassert, John Thomas
Saunders
2017-03-31
9th

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

9780323354943

C. C. Sheldon, Teresa F. Sonsthagen, James Topel

Elsevier

2016-09-30

2nd

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

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
- Clinical Procedures Worksheets Assignment - Parts A and B
- Course Task Checklist (CTCs) - 35 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

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

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.

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.

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 Times & Regular Interaction Expectations

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.

- Clinical Procedures Worksheets: Part A and B - Must attain a minimum of 70% on each part to pass the course.

- 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
Clinical Procedures Worksheets Part A & B	200
CTCs	Pass/Fail No points
Total Possible Points	**680 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. Attain a minimum of 70% on each part of the Clinical Procedures Worksheets assignment, and

3. CTCs - all tasks must be successfully performed and the complete CTCs document submitted, and

4. 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	**Patient Handling & Restraint** **Administration of Medications**
2	**Nutrition I** Nutrients
3	**Nutrition II** Evaluation of Pet Foods; Nutritional Needs of Dogs & Cats; Feeding Methods; People Food / BARF Diets; Reporting a Food Problem
4	**Nutrition III** Obesity; Clinical Nutrition; Nutritional Support; Nutritional Assessment
5	**Digestive System** Anatomy; Common Presentations; Probiotics; Clinical Procedures

6	**Cardiovascular System I** Anatomy; Exam of the Cardiovascular System; Clinical Evaluation of Heart Disease
7	**Cardiovascular System II** Electrocardiography; Nutritional Considerations **Respiratory System** Anatomy; Exam of the Respiratory System; Respiratory Procedures
8	**Urinary System** Anatomy; Common Disorders & Terminology; Patient History-Urinary; Urine Collection & Sample Handling
9	**Patient History** **Physical Examination** **Nail Trims**
10	**Neonatal Care: Puppies & Kittens** **Geriatric Care: Dogs & Cats** **Nursing Care of Older / Infirm Pets** **Recognizing Pain in Dogs & Cats**
11	**Introduction to Toxicology** Managing Poison Emergencies; Select Toxic Substances

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 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.