



**VETT 214 Vet Anesth & Surg Asst III section name section credit hours Credits**  
**Syllabus**

## Course Information

**Meeting times and location:** section meeting\_times section location

**Catalog description:** Veterinary Anesthesia and Surgical Assisting 3 is an advanced course designed to instruct students in advanced and interactive preanesthetic evaluations, induction of anesthesia, and the monitoring of anesthesia and post-anesthetic patients.

**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, students will be able perform the following.

1) Students will effectively select and safely utilize the appropriate anesthetic delivery protocols and monitoring instruments and equipment to effectively manage patients in all phases of anesthetic procedures.

A) Given the characteristics of the anesthetic patient and the procedure being performed, the veterinary technician will work with the veterinarian to assess the patient's risk status and determine appropriate anesthetic and perianesthetic protocols to provide effective pain management and maximum anesthetic safety and effectiveness.

B) Choose and utilize appropriate techniques and equipment to accurately and effectively monitor the patient's ongoing status before, during and after anesthesia to provide for adequate anesthesia, analgesia and a safe recovery.) Given the characteristics of the anesthetic instruments and equipment being used, the veterinary technician will recognize and respond appropriately to equipment

malfunctions or inappropriate equipment setup in order to ensure proper function and provide maximum benefit to the patient.

C) Given the requirements of the anesthetic protocol, the veterinary technician will select, evaluate and adjust equipment to ensure proper function and provide maximum benefit to the patient.

2) Students will demonstrate knowledge of all aspects of patient management for common surgical procedures in a variety of animal species.

A) Given the characteristics of the patient and the surgical procedure to be performed, the veterinary technician will use medical records and patient identification methods to assure that the patient and scheduled procedures are correct.

B) Given the characteristics of the patient and the surgical procedure to be performed, the veterinary technician will obtain the patient's vital signs, note any specific physical abnormalities, ensure pre-surgical tests have been completed and report the patient assessment to the veterinarian.

C) Given the characteristics of the patient and the surgical procedure to be performed, the veterinary technician will identify the appropriate area of hair to be removed and select appropriate methods to reduce microbial flora on the skin in the area of surgical site in order to decrease the chance of surgical wound contamination.

D) Given the characteristics of the patient and the surgical procedure to be performed, the veterinary technician will position the patient appropriately to provide maximum convenience for the surgeon and maximum safety and benefit for the patient.

E) Given the characteristics of the patient and the surgical procedure to be performed, the veterinary technician will understand and utilize appropriate aseptic techniques to assist operative personnel in order to provide maximum safety and benefit to the patient.

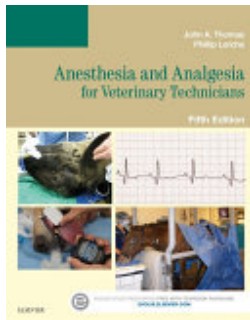
F) Given the characteristics of the patient and the surgical procedure to be performed, the veterinary technician will assure that anesthetic and post-operative pain management protocols are appropriate to provide maximum safety and benefit to the patient.

G) Given the characteristics of the patient and the surgical procedure to be performed, the veterinary technician will understand and administer the appropriate methods of post-operative care to assure maximum safety and benefit to the patient.

3) Students will explain the importance of providing the appropriate instruments, supplies and environment in order to maintain asepsis during surgical procedures.

A) Given the characteristics of the patient and the surgical procedure to be performed, the veterinary technician will properly select, wrap and sterilize appropriate instruments and supplies and prepare and maintain the surgical environment to ensure maximum safety and benefit to the patient.

## Required Texts and/or Materials



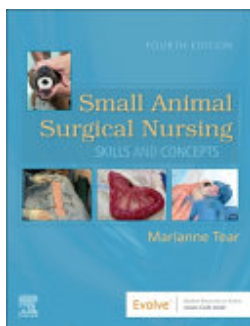
### **Anesthesia and Analgesia for Veterinary Technicians**

9780323356015

John Thomas, Phillip Lerche

Elsevier Health Sciences

2016-03-23



### **Small Animal Surgical Nursing**

9780323759137

MARIANNE. TEAR

Mosby

2021-03-01

*image  
not  
available*

### **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 complete the following activities in the course:

8 quizzes, 3 exams, 2 discussion boards, 1 anesthetic monitoring equipment written assignment, 1 surgical scrub technique video, 1 anesthetic monitoring form/case writeup, 1 surgical nursing project, 1 spray case study, and 1 course task checklist

## 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

## **Drop for Non-Attendance**

Students are expected to complete at least one course assignment before 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'.

## **Clinical Skills**

Students should work on their course task checklists (CTCs) with their preceptors steadily throughout the semester to gain proficiency in clinical skills. The completed CTC will be turned in at the end of week 11. Please ensure you are complying with the following program policies as you work through the course:

- Rabies Policy
- OSHA Policy
- IACUC Policy

These policies can be found in the Student Handbook, Preceptor Handbook, and CTC 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 cancellation, 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.

## Instructor Response Times & Regular Interaction Expectations

- Students may expect to have their assignments graded and the grades posted within 5 working days after the assignment closes. Feedback will be provided directly on assignments, quizzes, and exams as appropriate for that assignment. Be sure to review any submission comments or annotations left by the instructor after the instructor has graded your assignment.
- Instructors should answer student e-mails and phone calls within 24-48 hours of receipt during the normal work hours.
- Email is typically the easiest method of contact, however, phone calls are also accepted during office hours and/or by appointment. Zoom calls are also available by appointment. Text messages are not accepted.
- Students can expect weekly announcements or messages via Canvas or your SJC student email. It is the student's responsibility to check regularly for announcements or messages.

## Course Time Commitment

Students can expect to spend 6 to 8 hours per week to complete this class.

## Grading

**Final grades are calculated based on the following:**

Exams 1 and 2 (100 points each) = 200 points

Comprehensive Final Exam=150 points

8 Quizzes (20 points each) = 160 points

1 Anesthetic Monitoring Equipment Written Assignment=25 points

1 Surgical Scrub Technique Video=50 points

2 discussion board (25 points each)=50 points

1 Anesthetic Monitoring Form/Case Write-up Assignment=50 points

1 Surgical Nursing Project=50 points

1 Spay Case Study=50 points

**Total Points Possible for the class = 785**

785 points to 706 points = A

705 points to 628 points = B

627 points to 549 points = C

548 points and less = F

The quizzes may be taken **twice**, and the highest grade is the one that will be kept. Exams and all other assignments may only be submitted once. Quizzes and exams are NOT open book notes, etc. Use of any books, notes, internet searches, etc is considered cheating and a zero will be awarded for the quiz or exam. Due dates and instructions are posted within each weekly module. All quizzes, exams and assignments are due by 11:59 pm MST on their posted due date and late work is not accepted unless it is a documented emergency (ie medical, natural disaster, etc) and/or you have contacted the instructor to request an extension beforehand. Extensions are granted sparingly and are at the discretion of the instructor. All quizzes, exams, and assignments are open from the beginning of the semester but *close within 3 days of the due date* and will not be reopened. (The required discussion boards, the CTC, and the final exam are the exception--they will close on the posted due date and will not be reopened.) If you know you will be out of town or have a busy week, please feel free to work ahead as needed to avoid missing deadlines.

**Course Task Checklist:** No Points – Pass or Fail Only. You MUST pass the CTC to pass the class, regardless of how many points you may have in the class. Your Course Task Checklist (CTC) will be posted in the course modules. To receive credit for the CTC you MUST do the following:

A) Download the CTC.

B) Be sure that your name and Student ID number is printed legibly on each and every page of the CTC. You may add that information by hand or add using MS Word. Regardless, your name and ID number need to be on each page.

C) Complete the CTC according to the instructions.

D) You must complete EVERY task with a 70% or greater average to receive credit for the task list. Credit for the task list is required to pass the course. If every task is not completed with a 70% or



greater score, you will receive a failing (F) performance grade for the class.

E) It is important to remember that you may attempt to complete the task or tasks as many times as you want. You don't have to do it perfectly the first time you try. You should use practice and your preceptor's assistance to learn to perform the tasks based on the specific criteria listed. If you do not perform the task according to the criteria listed, you are allowed to re-perform the task until it is successfully completed at the 70% or greater evaluation.

F) The tasks listed are required of all students in AVMA accredited programs and each and every task MUST be successfully completed. If there are any questions or if anything is unclear about what is expected of your preceptor, or the requirements for the CTC, the course instructor should be contacted as soon as possible.

G) Course Task Checklists for this class will only be accepted in an electronic format. In order to receive credit for your CTC, it must be submitted through the Course Task Checklist area in the Assignments portion of the class. You should submit your CTC as one document. A PDF file works best. If you do not have a PDF writer i.e. Adobe Acrobat or the free downloadable CutePDF Writer, most scanners will copy and compress a document into one PDF file.

## Key Dates to Remember

[Full Academic Calendar](#)

## Course Schedule

All quizzes, assignments, and exams are due on Mondays with the exception of the last exam which is due on FRIDAY (last day of the semester.) Assignments, quizzes, and exams close at 11:59 pm MST within 3 days of the posted due date. They will NOT be reopened. (The exception to this is the final exam and the discussion board. They will close promptly on the due date at 11:59 pm MST and will not be reopened.) Due dates are posted within each week's module. A printable weekly course schedule is posted in your course module in Canvas 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](mailto: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](mailto: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.