

# Auburn Career Center



Attitude – Respect – Responsibility

## Sports Medicine

2019-2020 Syllabus/Handbook

Building Location: Main Building

Classroom and Lab: 1C

Ginny Gontero

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## Welcome

### Auburn Career Center's Mission

Auburn Career Center provides an innovative career and technical education that empowers all learners to excel in the emerging workplace and enrich their community.

### Auburn Career Center's Core Values

We believe that:

- People are personally responsible for their choices and actions
- Treating people with dignity and respect will enhance learning
- Attitude and goals drive achievement
- All people can learn
- All people can make positive contributions
- Change is exciting and essential for growth

### Course Information/ Contact Information

Sports Medicine

Room: Classroom and Lab 1C

Instructor Information: Ginny Gontero

Phone: 440-357-7542 x8384

Fax: 440-358-8012

Email: [vgontero@auburncc.org](mailto:vgontero@auburncc.org)

### Course Schedule

First Year Schedule: 8:18am to 10:53am

Second Year Schedule: 10:58am to 2:28pm

### Course Credits:

- Three elective credit hours First Year
- Three elective credit hours Second Year
- Lakeland articulated course credits will be awarded to students successfully passing the Sports Medicine Program and related course with a "B" average or above.
- The following are approved for credit if expectations are met
  - HLTH 1100 Introduction to U.S. Health Care System\* 2 credits
  - HLTH 1215 Medical Terminology for Health Professionals\* 3 credits
  - HLTH 1238 Structure, Function, Disease & Therapeutics of the Human Body\* 4 credits

### Course Materials

Career Wear (additional charge for 2XL and larger)	
Short sleeve mesh shirts (two)	\$ 24.00 (extra charge for 2XL or larger)
Long sleeve t-shirt (2-3 recommended)	\$ 14.00ea
Fleece Jacket (optional)	\$ 26.00
Class fee per year	\$ 25.00
Books	To Be Determined

3-ring binders (2-3)

Writing utensils

Colored pencils

USB flash drive

Calculator

Notebook paper

earbuds

**All fees are due by October 31, 2019. Accounts will be adjusted after the approval of free/reduced lunch applications.**

### Program Scope:

First Year Course(s) Description/Outcomes:

#### **Health Science and Technology**

This first course in the career field provides students an overview of the opportunities available in the healthcare industry. Students will learn fundamental skills in effective and safe patient care that can be applied across a person's lifespan. They will also be introduced to exercise science and sports medicine, the field of biomedical research and the importance of managing health information.

#### **Outcomes:**

Employability Skills

Leadership and Communications

Business Ethics and Law

Knowledge Management and Information

Technology

Global Environment

Business Literacy

Human Body Form, Function and

Pathophysiology

Evaluate Body Systems

Medical Terminology

Environmental Interventions

Health Promotion Interventions

Pharmaceutical Interventions

Nutritional Interventions.

Dental Interventions

Scope of Practice

Therapeutic Communication and

Interpersonal Skills

Microorganisms, Infection Control and

Infection

End-of-Life Care

Clinical Laboratory Techniques and

Procedures

Health Information Literacy

Confidentiality, Privacy and Security

#### **Exercise and Athletic Training**

In this first course, students will apply procedures and techniques used in athletic training and in the care and rehabilitation of athletic injuries and therapeutic exercise. Topics include injury prevention,

conditioning, and wound care techniques of the musculoskeletal system. Students will learn techniques in the analysis of mechanical factors related to human movement. In addition, current trends, technology, legal considerations, and the role of exercise science in relationship to other health fields will be emphasized.

**Outcomes:**

- |  |   |
|--|---|
| Employability Skills                             | Pharmaceutical Interventions                          |
| Leadership and Communications                    | Nutritional Interventions                             |
| Business Ethics and Law                          | Exercise and Rehabilitative Intervention              |
| Human Body Form, Function<br>and Pathophysiology | Scope of Practice                                     |
| Evaluate Body Systems                            | Therapeutic Communication<br>and Interpersonal Skills |
| Medical Terminology                              | Ambulation and Mobility                               |
| Environmental Interventions                      | Confidentiality, Privacy and Security                 |
| Health Promotion Interventions                   |   |

**Medical Terminology**

This course focuses on the applications of the rules for constructing and defining medical terms with an emphasis on building a working medical vocabulary. Topics include using the appropriate abbreviations and symbols for anatomical, physiological and pathological classifications and the associated medical specialties and procedures. Students will decipher medical terms by identifying and using word elements with an emphasis on derivation, meaning, and pronunciation. Further, students will interpret and translate medical records and documents.

**Outcomes:**

- |  |   |
|--|---|
| Human Body Form, Function and<br>Pathophysiology | Pathogenic microorganisms, Infection<br>Control and Infection |
| Medical Terminology                              | Microbiology Testing & Technology                             |
| Pharmaceutical Interventions                     | Health Information Literacy                                   |
| Scope of Practice                                | Confidentiality, Privacy and Security                         |
|  | Electronic Health Records and Code                            |

[Second Year Course\(s\) Descriptions/Outcomes:](#)

**Fitness Evaluation and Assessment**

Students will complete comprehensive fitness evaluations and develop individualized training programs. Students will administer lab and field tests of cardiovascular endurance, body composition, joint flexibility and muscular strength, power, and endurance. Emphasis is placed on assessing body composition, neuromuscular flexibility, agility, balance, coordination, and proprioception. Additionally, students will identify components of physical fitness and communicate how physical activity impact health and wellness.

**Outcomes:**

- |  |  |
|--|--|
| Employability Skills                             | Medical Terminology                      |
| Leadership and Communications                    | Environmental Interventions              |
| Human Body Form, Function and<br>Pathophysiology | Health Promotion Interventions           |
| Evaluate Body Systems                            | Nutritional Interventions                |
|  | Exercise and Rehabilitative Intervention |

**Exercise Physiology and Biochemistry**

Students will learn to critically evaluate acute and chronic conditions associated to the human body's responses to exercise. Students will pre-screen individuals to identify the benefits and risks associated with physical activity. Students will coordinate exercise tests in order to measure body compositions, cardiorespiratory fitness, muscular strength/endurance, and flexibility. Emphasis is placed on developing conditioning programs that address pre-assessment needs, enhance mobility and build muscle strength.

**Outcomes:**

Human Body Form, Function and Pathophysiology  
 Evaluate Body Systems  
 Medical Terminology  
 Environmental Interventions  
 Health Promotion Interventions  
 Pharmaceutical Interventions

Emergency Interventions  
 Nutritional Interventions  
 Exercise and Rehabilitative Intervention  
 Therapeutic Communication and Interpersonal Skills  
 Health Information Management

**First Year Sequence**

The first year students will be learning:

- Basics of medical terminology
- Anatomy and Physiology
- Explore health science careers
- Introduction to Sports Medicine
- Organization/Administration of Sports Medicine
- Emergency Procedures
- Athletic Injuries: Evaluation, Treatment, and Taping and Wrapping Procedures
- Specific Sports Injuries
- Technical Literacy

**Second Year Sequence**

The second year students will be learning

- Physiology of Exercise/Fitness for Sports
- Rehabilitation of Injuries
- Therapeutic Modalities
- Nutrition
- Pharmacology
- Sports Psychology
- Medical Issues
- Personal Training
- Technical Literacy
- Shadowing
- Second Year Project

**Auburn Certificates**

Auburn Career Center provides an extended curriculum for our participating school districts. Students attending Auburn Career Center may earn multiple elective and academic credits each year. Following successful completion, these credits are certified by the high school in which the student is enrolled. High school students can also earn several college credits while attending Auburn Career Center.

In addition to earning academic credit toward graduation, students may earn the following certificates of achievement from Auburn Career Center.

- Honors
- Distinction
- Merit
- Completion

These certificates are placed in the student's portfolio and awarded at the Auburn Completion Ceremony.

See APPENDIX for additional information on certificates.

### Instructional Philosophy

It is my belief that not all students learn the same way. Material is presented using a variety of methods in the attempt to provide differentiated instruction for student learning. Students are given the opportunity take what is presented and practice and demonstrate these skills and competencies.

### Assessment Plan

Students are assessed using a variety of methods which include exams, quizzes, lab practical's, written research papers, homework, employability skills, attendance and participation.

### Grading

#### *Grading Scale*

Grading policy is per the Student/Parent Handbook:

A	90-100
B	80-89
C	70-79
D	60-69
F	59 and below

#### *Grading Policies*

All assignments are expected to be turned on time. Assignments turned in after the due date will result in loss of points (point deduction is variable dependent on date of receipt)

#### *Employability Skills*

In Career and Technical Education student performance is looked at just as business/industry would look at an employee on the job. The quality of tasks completed, time required, participation, attitude, consistency of effort, and proper attire, etc. are considered employability skills and are all a part of one's grade.

In addition to the guidelines presented in the Student/Parent Handbook, Sports Medicine students have the opportunity to earn up to 50 points per week, 10 points per day, for employability skills.

It is up to the student to earn the grade. **Not earning points is based on inappropriate behavior and teacher observations of behavior and attitude. Behavior and preparedness are an essential part of a student's tenure at Auburn. Additionally, students need to be dressed in career wear daily and student ID badge to gain full points for the day.**

**To earn employability points in class, students are to:**

- ✓ Speak/Think Positively – Utilize outstanding communication skills
- ✓ Keeping excellent attendance – Be dressed and ready for class
- ✓ Follow Directions – Use computers, calculators or mobile devices in an appropriate manner
- ✓ Be a Team Player - Have tolerance, respect, and concern for others
- ✓ Demonstrate Excellent Work Ethic – Be in class, on time, ready to begin, focused on task at hand
- ✓ Uphold a Safe Environment - Operate and maintain equipment properly

Continual violation of the Employability Skills will result in a reduced course grade. Continuous violation of the Employability Skills will result in additional disciplinary action determined on a case by case basis.

### Course Assignments, Labs and Projects

All assignments are to be written neatly or typed and are to include your name, class, assignment name, and assignment date in the upper left hand corner.

Absolutely no assignments will be accepted on torn out spiral notebook paper or assignments done in pencil. **Assignments are due at the start of class.** Late assignments will result in a reduced grade.

MLA format is required for written reports and presentations.

### Course Policies

#### Attendance

This course covers a large amount of material; therefore, late assignments will result in point deductions. The only exception to this is if the student provides an excused absence that is verified by the High School office. Refer to the Student/Parent Handbook for more information.

This program is a program that builds upon skills. Missing class time will jeopardize a student's ability to complete the various assignments and projects accurately and on time.

Class participation and employability skills are an extremely important part of this program and all programs at Auburn Career Center. Grades are based in part on the following:

A substantial part of this course are laboratory assignments and collaborative work that cannot be completed at home, therefore, regular attendance and participation is expected.

#### Safety

##### Safe Work Practices

When in the lab students are expected to practice safe lab protocol. The equipment in the lab is extremely expensive and when used inappropriately can be dangerous. Any student not complying with



the lab rules, involved in horseplay or using the equipment in an improper manner will result in disciplinary action.

### *Emergency Response*

**If there is an emergency in the lab or class room, inform the instructor. If the emergency involves the instructor, contact the reception office by using the telephone in the Instructors office.**

**Pick up the phone and dial "0" for the Reception Office.**

**Remain calm, explain the situation.**

**If there is no immediate answer, send someone to the nearest classroom or office and notify an adult of the incident and request additional help by calling 911.**

***If the victim is conscious, it is best to have them lie still until qualified emergency response personnel arrive on the scene. Do not move a victim unless there is risk of additional immediate danger to them and you. You can cause additional severe injury by unnecessarily moving a victim.***

***There is the possibility of the victim going into a state of physiological shock -- a condition of insufficient blood circulation different from electrical shock -- and so they should be kept as warm and as comfortable as possible.***

### *Program Apparel*

Students will be required to wear program specific apparel daily. This consists of either the short sleeve or long sleeve t-shirt as well as your student ID tag.

#### Standard daily dress:

SMD logo shirt, tennis shoes and loose fitting warm-up pants or khaki type pants. **Jeans, boots, sandals, flip-flops are not acceptable.**

**Students need to have available on a daily basis appropriate work-out clothing for use in the Sports Medicine Lab (sweat pants, mid-thigh length loose fitting shorts, t-shirt, athletic shoes).**

#### Special event dress and Student Organization events:

Business casual

Students are required to have and display on themselves at all times an Auburn Career Center ID, which is provided free during the first weeks of school. The Auburn ID must be clearly visible and presented upon request to any teacher, administrator, resource officer, or school personnel. If a student's original card is lost or stolen, a replacement must be purchased. The fee for a replacement ID is \$5.00.

### Classroom Entry – Attendance

Attendance is taken at the start of class. All students should be in their assigned classroom/lab before the bell sounds. If you are tardy you must report to the High School Office and obtain an admit slip.

### Classroom Exit – Dismissal

**Students are dismissed by the Instructor, not the bell.** Students are not to line up at the door, be in the hall, or leave the classroom or lab prior to dismissal by the teacher.

### Mobile Technology Policy

Cell Phones and other mobile devices are included in the definition of personal mobile technology. It is expected that students will realize that mobile technology devices have their time and place and will utilize them appropriately as instructed by the classroom teacher, and as stated in this handbook while in the Sports Medicine classroom/lab. Students will abide by any policies stated within the Auburn Student Handbook and Technology Agreement while at Auburn Career Center.

**STUDENTS THAT CHOOSE TO IGNORE THIS POLICY WILL BE ASKED TO PUT PHONES AWAY FOR THE REMAINDER OF CLASS. A WRITTEN REFFERAL WILL BE GIVEN TO THE STUDENT IF THIS POLICY IS CONTINUALLY IGNORED.**

### Classroom Rules, Consequences and Rewards

1. Code of Conduct: The published Code of Conduct for Auburn Career Center found in the Student/Parent Handbook will be enforced at all times. Refer to the Handbook for discussion of due process of the Code and safety violations. Academic dishonesty will not be tolerated. Infractions will be dealt with according to established Auburn Career Center policy.
2. The attendance/tardiness policy provided in the handbook will be followed at all times. It is the responsibility of the student to make arrangements to make up any missed activity the day he/she returns to class. There are certain assignments that cannot be made up.
3. Computer usage: Auburn Career Center supports instruction through the use of computers, e-mail, software, and other media, and Internet access. The use of the tools is a privilege, not a right. Any student who violates the Acceptable Use Policy found in the Student/Parent Handbook may lose their access to Auburn's computers and network accounts. Notice to students who have access to digital audio and video recording equipment. Abuses of this equipment will not be tolerated.

In addition, students are expected to use computers and other media equipment at the designated time, and only for class assignments. Abuses may result in a loss of technology privileges.

Auburn e-mail accounts are monitored, and the use of them falls under ACC policies.

4. Auburn Career Center is a full-service career center. Many people pass through the facility during the day. Therefore, it is important that students wear their student identification badges when in the building. Students who do not display an identification badge will be referred to the Main Office. Failure to wear an ID may result in loss of Employability Skills points and be referred for discipline.

5. Changes to the Syllabus/Handbook: The Instructor/ACC Administration reserve the right to make changes to this syllabus/handbook as needed throughout the year.
6. Auburn School policies are expected to carry over into the classroom

CTSO

### **Overview of SkillsUSA**

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has skilled workforce. Skills USA helps each student excel.

#### **Membership:**

SkillsUSA serves more than 360,000 students and instructors annually. This includes 20,365 instructors who join as professional members. Including alumni, Skills USA membership totals over 400,000. SkillsUSA has served more than 13.5 million annual members since 1965.

#### **Mission:**

SkillsUSA empowers its members to become world-class workers, leaders and responsible American citizens. SkillsUSA improves the quality of our nation's future skilled workforce through the development of Framework skills that include personal, workplace and technical skills grounded in academics.

# APPENDIX

## AUBURN CERTIFICATES

### Auburn Honors Certificate Requirements

- 95% Attendance rate for two years at Auburn (no more than 18 days over two years)
- Earned a 3.5 or higher grade point average in their career tech program over two years
- Safety certification earned in career tech program
- Employability skills earned in career tech program
- Passage of four (4) Ohio Career Technical Competency Analysis exams and/or earning twelve (12) points of Industry Recognized Credentials in the program's Career Field
- Active participation in the program's Career Technical Student Organization
- High school diploma for Seniors

### Auburn Distinction Certificate Requirements

- 93% Attendance rate for two years at Auburn (no more than 26 days over two years)
- Earned a 3.0 or higher grade point average in their career tech program over two years
- Safety certification earned in career tech program
- Employability skills earned in career tech program
- Passage of three (3) Ohio Career Technical Competency Analysis exams and/or earning six (6) points of Industry Recognized Credentials in the program's Career Field
- Active participation in the program's Career Technical Student Organization
- High School Diploma for Seniors

### Auburn Merit Certificate Requirements

- Earned high school credit for their career tech program over two years
- Safety certification earned in career tech program
- Employability skills earned in career tech program
- Overall passage of Ohio Career Technical Competency Analysis exams and/or earning three (3) points of Industry Recognized Credentials in the program's Career Field

### Auburn Completion Certificate Requirements

- Earned high school credit for their career tech program over two years
- Safety certification earned in career tech program
- Employability skills earned in career tech program

## BUSINESS PARTNERSHIPS AND STUDENT INTERNSHIPS

The Business Partnership program is an educational opportunity that prepares a student for workforce employment and transition to post-secondary education. During the program, students will apply

academic, employability, and technical skills in the workplace. There are three levels students can participate in including:

- Internship
- Mentorship
- Career Field Experience

Students must meet specific criteria in order to participate. Additional information is available in the Auburn Student/Parent Handbook.

## CAREER SAFE PROGRAM/OSHA 10-HOUR GENERAL INDUSTRY TRAINING

### Description of Program

The OSHA Outreach Training Program for General Industry provides training for students, entry level workers, and employers on the recognition, avoidance, abatement, and prevention of safety and health hazards in workplaces in general industry. The program also provides information regarding workers' rights, employer responsibilities, and how to file a complaint. Through this training, OSHA helps to ensure that workers are more knowledgeable about workplace hazards and their rights. Each module contains a brief assessment, which must be successfully completed before the student can move on to the next module. Once all modules have been viewed and the corresponding assessments are passed, there is a comprehensive final assessment.

### Purpose

The purpose of the program is to provide students with basic safety awareness training so they will be able to recognize, avoid and prevent safety and health hazards in the workplace. Young workers develop a safety mindset and acquire marketable skills for a competitive edge.

### Credential Earned

Students who successfully complete the CareerSafe OSHA 10-Hour course receive an OSHA 10-Hour General Industry wallet card from the OSHA Training Institute (OTI). As a result, they become more employable, gaining a competitive advantage in the job market.

### Student Support Services:

- Special Education Department: Intervention Specialist.
- Student Services: Counseling and Career Development Services.
  - You can make an appointment to see a counselor or recruitment specialist by visiting the Student Services office.

### Symplicity

It is with great enthusiasm that I want to announce an opportunity for students to participate in an on-line job match software program. The online job match software, Symplicity, allows students to develop an online profile and to upload a resume and cover letter in order to apply for employment.

Once students choose to apply to job opportunities posted by local employers interested in Auburn students, those employers can contact students directly for interviews.

If you would prefer your son or daughter not to participate in our on-line job board or at in school job fairs, please contact the high school office or send in a note.

## **TECHNOLOGY LITERACY PROGRAM**

### **Description of Course**

Technology Literacy is offered to first year students at Auburn Career Center. The course provides an overview of the basic fundamentals of working with computers today. Students will study computer basics such as computer hardware, software, and operating systems. The course introduces basic use of Windows 7 and productivity programs included in Microsoft Office 2016 (Outlook, Word, Power Point, Excel, and Access). Students will also begin to use and navigate e-learning environments using Blackboard and Citrix. Internet navigation, computer security and privacy, and ever-changing technology will also be overviewed within the course.

### **Purpose**

The purpose of the Technology Literacy course is to provide students with the basic knowledge of working with computers in ways beneficial in their career paths of choice. The course will give them an overview of online communication, email, word processing, spreadsheets, presentation programs, internet navigation, computer security and our technologically evolving world.

### **Mastery Learning**

Grades in the Technology Literacy course will be based on Mastery Learning. Students will be required to achieve 80% on each assignment. Additional attempts will be provided if the 80% benchmark is not achieved.

**Auburn Career Center – Sport Medicine 2019-2020**

Syllabus/Handbook Agreement

*After reviewing the Sports Medicine Syllabus/Handbook, please sign and return this agreement page to the Sports Medicine Instructor.*

**I have read and understand all of the information included in the Auburn Career Center Sports Medicine Syllabus/Handbook.**

**Student Name:** \_\_\_\_\_  
*(Please print)*

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Parent/Guardian Name:** \_\_\_\_\_  
*(Please print)*

**Parent/Guardian Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_