UAF/Bering Strait School District
Tech Prep Articulation Agreement
2015-2016

University of Alaska Fairbanks
Northwest Campus
P.O. Box 400
Nome, Alaska 99762

Bering Strait School District
225 Main Street
Unalakleet, Alaska 99684

Purpose:
In addition to the current Tech Prep General Agreement between the University of Alaska Fairbanks and
Bering Strait School District, we have agreed to add the following course:

1. The Bering Strait School District will follow a curriculum coordinated with the administration
   and faculty of the University of Alaska Fairbanks pertaining to the following course:

<table>
<thead>
<tr>
<th>UAF Program</th>
<th>UAF Course Title</th>
<th>UAF Credit</th>
<th>Bering Strait School District Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allied Health</td>
<td>HLTH F116 Mathematics for Health Care</td>
<td>3 cr</td>
<td>Mathematics in Health Care</td>
</tr>
</tbody>
</table>

2. Bering Strait School District will teach for the attached outcomes.
3. The attached syllabus will be followed.
4. UAF Northwest Campus will process student registrations.

Approvals

Jennifer Meyer,
Allied Health Department Chair
College or Rural and
Community Development,
University of Alaska Fairbanks

[Signature] 11.12.15  Date

Bobby Bolen
Superintendent
Bering Strait School District
Unalakleet, Alaska

[Signature] 11/10/15  Date

UAF Northwest Campus
Bob Metcalf, Director
University of Alaska Fairbanks
Fairbanks, Alaska

[Signature] 11/10/15  Date

Peter Pinney
Executive Dean College of Rural and Community Development
P.O. Box 6500
University of Alaska Fairbanks
Fairbanks, AK 99775-6500

Signature  Date

Susan Henrichs, Provost
P.O. Box 7580
University of Alaska Fairbanks
Fairbanks, AK 99775-7580

Signature  Date
SYLLABUS
HLTH 116
Fall 2015
Mathematics for Health Care
A 3 credit course

Instructor:
Matthew Gho
Email: mvgho@uaa.alaska.edu
Cell phone for texting: 907.887.1705

Office Hours:
Available daily telephone or online by appointment.

Required Materials:
   By Michele Benjamin Lesmeister
   Published by Pearson Education

2) Laptop or computer and access to the internet.

This course is set up so you can do your assignments with the text open and
watching the videos, pausing or re-winding as necessary.

Grading: Assignments are 100 points each for a total of 1400 points. The
mid-term is worth 250 points and the final is worth 500 points. In addition, you are
expected to post weekly to the discussion board. Participation in the bulletin
board is worth 350 points. Grade will be calculated out of 2500 points as follows:

Individual assignment and overall course grades are based on the following
criteria:
Grade Definition
A = 100% - 90% (2500-2250 pts.)
An honor grade. Demonstrates originality, independence, a thorough mastery of the
Subject. Demonstrates a deep understanding.
B = 89% - 80% (2249-2000 pts.)
Better than the average. Above the average expectation. Assignments, tests, and posts address the
material thoroughly but do not have the depth and originality for an 'A'.
C = 79% - 70% (1999-1750 pts.)
Average. The student grasps the essential information; material is complete and presented on time.
D =69% - 60% (1749-1500 pts.)
Below average. Student misses significant aspects of the assignments and tests. Material is not
turned in on time or student does not fully participate in discussions.
F = below 59 % (1499 points or less)
Student was unable to complete the course on time with at least a 60% understanding of the
material.
The course is designed to reflect the math skills necessary to enter the health profession. If you have any questions, be sure to email me or post your question on the bulletin board. I usually respond to emails in less than 24 hours.

"It is not enough to do your best; you must know what to do, and then do your best."  
-W. Edwards Deming

Course Description:
This course provides a practical application of mathematics in health care including arithmetic review, decimals, fractions, percent, interest, ratio, proportion, and metric measurement, and mathematical applications in medicine including measurement instruments, graphs, charts, and medications. (Prerequisites: DEVM 050 or placement in DEVM 060 or higher)

SPECIAL REQUIREMENTS:
Internet, Windows, MAC or Unix with 64 MB RAM & Sound card with working computer speakers Microsoft Office Suite of Software, (Word, Excel) installed; software from the Internet may need to be downloaded. Computers found in labs and many offices often have the above abilities.

Course Goals and Student Learning Outcomes:
On completion of this course, the student will be able to:
- Add, subtract, multiply and divide whole numbers, fractions and decimals.
- Recognize and correctly use fraction and decimal equivalents.
- Perform combined operations.
- Understand percentages, express percentages as equivalent decimals and fractions.
- Understand and apply interest and discounts.
- Utilize averages and estimates.
- Identify and differentiate meters, liters and grams.
- Convert, within the metric system, using larger and smaller units.
- Convert English measurements to metric and metric to English measurements.
- Convert temperature reading between Celsius and Fahrenheit.
- Read and express Roman numerals.
- Express ratios as equivalent fractions, decimals and percents.
- Prove the equality of a proportion using means and extremes or cross multiplication.
- Determine the unknown term in a proportion.
- Read and express body measurements.
- Read and annotate using height/weight measurement graphs.
- Calculate payroll.
- Calculate oral and parenteral dosages.
- Calculate dosages by weight.
- Calculate pediatric dosages. Calculate intravenous flow rates and infusion times.
- Understand solution strength stated as a percent. Calculate quantities to prepare diluted solutions.
Course Policies

Instructional Methods:

Health 116 is delivered via Blackboard resources (announcements, quizzes, course and assignment calendar, online syllabus, etc.). Therefore, you must possess basic computer skills and have access to a computer with internet connection.

**Before the first class session** you will be required to:

1. Establish your UA Online account (www.uaonline.alaska.edu)
2. Establish your UAF email account (http://webmail.alaska.edu)
3. Connect to the Health 116 Blackboard Site (classes.uaaf.edu)

For technical assistance contact the:
Office of Information Technology at 1-800-478-8226, 
visit http://www.alaska.edu/oit/index.xml,
or email the OIT at helpdesk@alaska.edu.
They can provide technical assistance with Blackboard, email, UA Online and My UA.

This course is taught primarily online using Blackboard. Students will take part in weekly learning activities with other students in discussion forums and structured exercises and alone through individual assignments. Each week the class will cover one unit. Directions for completing homework assignments are available on the class Blackboard site. Homework assignments are due by midnight every Friday. Homework will be available every week by Monday morning.

Student Evaluation and Grading:

Grading and student expectations are based on policies found in the current UAF catalog. In this course, there are many assignments. While this may sound rather daunting, it is important to remember that education and practice are necessary for learning. These assignments and quizzes are open-book and offer you the opportunity to practice using the skills that you will need in the Health Care workplace. It is also important to remember that distance courses typically involve less classroom time and more independent study time than traditional face-to-face classes. For this reason, it is important to note that you must commit several hours of time to this class each week in addition to the time spent watching online class sessions. Blackboard assignments are to be completed independently and are worth 60% of your grade.

The mid-term and final exam must be supervised by a qualified proctor. It is the student’s responsibility to identify a qualified proctor and to provide them with the Proctor Eligibility and Responsibilities form and Proctor Agreement Form which I will provide later in the semester. It is also the student’s responsibility to maintain contact with the proctor and to notify your instructor immediately if you should discover that your designated proctor is no longer available. No textbooks, notes, or other resource materials may be used during the mid-term or the final exam.

Students are subject to the Student Code of Conduct. It is each student’s responsibility to become familiar with this Code of Conduct, which can be found at www.uaf.edu or in the student handbook. The university may initiate disciplinary action against any student found responsible for committing, attempting to commit, or assisting in the commission of any of the prohibited forms of conduct outlined in the Student Code of Conduct. Academic dishonesty (i.e., cheating, plagiarism, collaboration on assignments, etc.) and disruptive actions will not be tolerated and will be reviewed in accordance with procedures specified in Regent’s policy, university regulations, and university policies and procedures.
Attendance:
If you are required to participate in (a) military, (b) Personal/medical, or (c) documentable and necessary participation in cultural activities, (d) documentable illness that will cause you to miss an assignment deadline, you must notify me as soon as possible. You must notify me of all scheduled school-required absences for the semester (e.g. Travel to athletic events) as soon as possible.

Plagiarism/Academic Integrity:
Plagiarism and cheating are serious offenses and may result in failure on exams, papers, projects, or courses. The entire purpose of participation in this class is to acquire useful skills through learning. To cheat is to lose the opportunity to learn these skills. Honesty is a primary responsibility of you and every other UAF student. The following are common guidelines regarding academic integrity:
1. Students will not collaborate on the mid-term or the final. No materials may be used to assist in examinations without specific permission.
2. Students will not represent the work of others as their own. A student will attribute the source of information not original with himself or herself (direct quotes or paraphrases) in all assigned work. No work submitted for one course may be submitted for credit in another course without the explicit approval of both Instructors.

Incompletes:
Incomplete "I" grades will not be given for this course.

Withdrawal:
Students are expected to formally withdraw from the class if they cannot complete the course. I will not automatically withdraw students who do not attend or fall behind. Students who do not successfully complete the class and do not withdraw by the deadline, will receive a grade of "F".

Student Responsibility:
As students, you must accept the responsibility of ensuring your own success. It is your responsibility to know what you need to do and when you need to do it. This requires a great deal of initiative on your part. Always ask if you don’t know what is expected of you. Never wait for someone to tell you. “I didn’t know,” and “no one told me,” are not acceptable reasons for failure to fulfill your student obligations. I am here to help and support students who take the initiative to help themselves.

Assignments:
Assignments are due by midnight every Saturday. One complete unit is due each week.

Quality Issues:
Accuracy in spelling is extremely important when documenting health care encounters. Proper grammar and spelling are also integral parts of professionalism. To reinforce attention to proper spelling and grammar, points will be deducted from assignments containing spelling and grammatical errors. Students are expected to check their work for accuracy before submitting it. Always use a spellchecker.
When participating in assignments in Blackboard, you will need to be your own spellchecker. Your work must show that you understand the lectures, assigned readings, and other materials. Please note that the mid-term and final must be completed the first time you access them. In other words, you may not be able to go back to your assignment and make corrections after you have finished, so it is important to make sure that the information you provide is correct before you submit it. Review instructions for each assignment and test carefully.
Support Services:

Students in need of support are encouraged to contact me via email. Response will be made within 48 hours Monday through Friday. All college classes require strong reading and study skills. There may be a student support program in your area. If you feel that you may be falling behind, contact me immediately. I want you to be successful. Never be afraid to ask for help.

Math Hotline: The number is: 1866-UAFMATH (823-6284)

Tech Support:

http://www.uas.alaska.edu/helpdesk/

or toll free- 877-465-6400
<table>
<thead>
<tr>
<th>WK</th>
<th>Date</th>
<th>Section</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/17</td>
<td>Unit 1: Whole Number Review</td>
<td>Unit 1 Assignment Discussion Posting</td>
</tr>
<tr>
<td>2</td>
<td>8/24</td>
<td>Unit 2: Fractions</td>
<td>Unit 2 Assignment Discussion Posting</td>
</tr>
<tr>
<td>3</td>
<td>8/31</td>
<td>Unit 3: Decimals</td>
<td>Unit 3 Assignment Discussion Posting</td>
</tr>
<tr>
<td>4</td>
<td>9/7</td>
<td>Unit 4: Ratio and Proportion</td>
<td>Unit 4 Assignment Discussion Posting</td>
</tr>
<tr>
<td>5</td>
<td>9/14</td>
<td>Unit 5: Percents</td>
<td>Unit 5 Assignment Discussion Posting</td>
</tr>
<tr>
<td>6</td>
<td>9/21</td>
<td>Unit 6: Combined Applications</td>
<td>Unit 6 Assignment Discussion Posting</td>
</tr>
<tr>
<td>7</td>
<td>9/28</td>
<td>Unit 7: Pre-Algebra Basics</td>
<td>Unit 7 Assignment Discussion Posting</td>
</tr>
<tr>
<td>8</td>
<td>10/5</td>
<td>Review for Midterm</td>
<td>Midterm</td>
</tr>
<tr>
<td>10</td>
<td>10/12</td>
<td>Unit 8: The Metric System</td>
<td>Unit 8 Assignment Discussion Posting</td>
</tr>
<tr>
<td>11</td>
<td>10/19</td>
<td>Unit 9: Reading Drug Labels, Medicine Cups, Medicine Cups, and Intravenous Fluid Administration Bags</td>
<td>Unit 9 Assignment Discussion Posting</td>
</tr>
<tr>
<td>12</td>
<td>10/26</td>
<td>Unit 10: Apothecary Measurement and Conversion</td>
<td>Unit 10 Assignment Discussion Posting</td>
</tr>
<tr>
<td>13</td>
<td>11/2</td>
<td>Unit 11: Dosage Calculations</td>
<td>Unit 11 Assignment Discussion Posting</td>
</tr>
<tr>
<td>14</td>
<td>11/9</td>
<td>Unit 12: Parenteral Dosage</td>
<td>Unit 12 Assignment Discussion Posting</td>
</tr>
<tr>
<td>15</td>
<td>11/16</td>
<td>Unit 13: The Basics of Intravenous Fluid Administration</td>
<td>Unit 13 Assignment Discussion Posting</td>
</tr>
<tr>
<td>16</td>
<td>11/23</td>
<td>Thanksgiving Break</td>
<td>Make up week</td>
</tr>
<tr>
<td>17</td>
<td>11/30</td>
<td>Unit 14: Basic Dosage by Body Weight</td>
<td>Unit 14 Assignment Discussion Posting</td>
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<td>Discussion Posting</td>
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<td>18</td>
<td>12/7</td>
<td>Review for Final</td>
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<td>Final DUE 12/12</td>
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