Course Syllabus

COURSE: SRGT 1409 (4:3:4) Fundamentals of Perioperative Concepts and Techniques (4 Credit Hours)
SEMESTER: Fall 2025 (October - December; 8 week Semester)
CLASS DAYS: Monday - Wednesday
CLASS TIMES: (Lecture) 8:30am – 11:30am (Lab) 12:30pm – 4:00pm

INSTRUCTOR: Zach Pauda, CST, AAS
OFFICE: Building 2 Room 223F
OFFICE HOURS: By appointment Monday-Friday Various hours
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"South Plains College improves each student's life."

GENERAL COURSE INFORMATION
*It is the responsibility of each student to be familiar with the content and requirements listed in the course syllabus, SPC Student Handbook, and Program Handbook. *****

COURSE DESCRIPTION
This course provides an in-depth coverage of aseptic technique principles and practices, infectious processes, wound healing, and creation and maintenance of the sterile field.

Prerequisites: Introduction to Surgical Technology

Corequisites: Surgical Procedures I, Surgical Procedures II

COURSE OBJECTIVES AND LEARNING OUTCOMES
Cognitive Domain Objectives
- Learn the difference between a non-sterile and sterile field
- Become familiar with the layout of an OR suite
- Begin to identify the roles of other health care personnel
- Understand the concepts of microbiology
- Learn the basics of instrument care and sterilization

Psychomotor Domain Objectives
- Apply theory to practice in lab and Clinical setting
- Scrub in and set up various instruments and supplies for various surgical procedures
- Function as an OR team member
- Perform housekeeping duties necessary for the proper function of the OR
- Scrub hands using proper sterile technique in an appropriate period of time

- Dry hands with one towel without contamination
- Don a sterile gown
- Closed glove and open glove according to sterility of the procedure
- Turn a gown between sterile and non-sterile team members
- Drape and organize a back table appropriately according to procedure
- Aseptically apply and secure dressings appropriate to surgical wound

Affective Domain Objectives
- Demonstrate effective listening skills
- Demonstrate ability to work with each member of the surgical team
- Follow directions as given by any member of the surgical team
- Recognize and repair breaks in sterility effectively and quickly
- Properly and safely pass instruments to other sterile team members
- Properly and accurately count all items necessary for the case

OUTCOME ASSESSMENT METHODS

Assessment methods for this course are both formative and summative.

Formative assessments include:
- Discussions
- Quizzes
- Unit exams
- Classroom
- Lab Activities

Summative assessments include:
- A comprehensive final exam.

Evaluation methods

Computer-based exams, written exams, written assignments, quizzes, skills base exams, and other projects as assigned.

Instructional methods

Methods of Instruction may include:
- Lecture
- Discussion
- Audio-Visual
- Reading assignments
- Written assignments
- Exams

GRADING FORMULA

A minimum of 75% on all exams and assignments is required to receive a passing grade for that exam or assignment. Students must earn an overall grade of 75% or better for each course section to pass that section.

Grades in this course will be determined using the following criteria:

The course grade will be determined by a combination of major exams, chapter homework, quizzes, and a comprehensive final exam. Exam dates will be announced. The following guidelines will be followed regarding coursework:

1. The student is expected to complete the exam at the scheduled time. Make-up exams will **NOT** be given.
2. Late assignments will not be accepted.
3. The final exam is comprehensive.

Assessment Tools	%
Homework - Chapter Assignments	5%
Chapter Exams	20%
Comprehensive Didactic Final Exam	20%
Lab Skills	15%
Lab Final Project	40%

Percentage Score	Grade
90-100	A
80-89	B
75-79	C
0-74	F

A final grade average of C (75) must be maintained in all Surgical Technology classes. You must pass this course to proceed to the next semester. Failure to maintain grades will be a dismissal of the SRGT program.

Grading Policies
To successfully complete this course, students are required to achieve a grade of 75% or higher. Those who do not meet this passing requirement will not be permitted to proceed within the SPC program.

ASSIGNMENT SUBMISSION POLICY
All assignments must be completed by the assigned due date. Late and/or incomplete work will not be accepted and a grade of zero will be recorded. Assignments, quizzes, exams, and skills that are missed due to an unexcused absence may not be made up. See the instructor for more specific information.

Exam Policy
The majority of student 'written' exams will be administered via computer to prepare them for the National Registry exam and some exams will be handwritten which will encourage memory and mastery of the material. Students should practice proper spelling and grammar when answering a written exam.
Additionally, many exam questions will be constructed in the same manner as national registry questions, allowing students to prepare for that testing format.

Examinations are scheduled to commence at the start of the class, unless otherwise specified. Students who arrive more than 10 minutes late after the exam begins will not be permitted to take the test, and a score of zero will be assigned. Quizzes may be either spontaneous or scheduled, necessitating mandatory attendance for all course sections. Missing any quiz will result in a zero grade, as there are no makeup opportunities for quizzes.

All exams will be proctored using HonorLock.

Honorlock FAQs for Test Takers

What is Honorlock?

Honorlock provides on-demand proctoring services for schools, universities, and professional education organizations.

Where do I go to take exams with Honorlock?

To start using Honorlock, head to your assessment in your learning management system (Canvas, Blackboard, D2L, Moodle, Coursera). From there, follow the on-screen prompts to start your Honorlock-proctored exam.

What do I need to know before taking my exam?

Before taking your exam, ensure that your device meets our system requirements by using the system check at honorlock.com/support. Ensure your device is charged and you have a stable internet connection. You must use Google Chrome for your exam. We recommend students take their exams in a quiet, private location with adequate lighting to limit potential flags or distractions.

Why do I need a photo ID? What forms of ID are acceptable?

We verify the name on your ID to ensure you are the correct test taker and log a photo of the ID. You can use any government-issued ID (e.g., driver's license, passport) or a student ID that has your photo. In order for Honorlock to validate your ID, you need to ensure that it is in English; for exceptions, please reach out to your instructor or exam administrator.

What if something goes wrong during my exam?

Don't worry—Honorlock offers technical support 24/7 to assist test takers before, during, and after their proctored tests. If you need any assistance, click the chat bubble at the lower right of your screen, and one of our rockstar support agents will be there to help!

Do I need to install anything to take my exam with Honorlock?

Before taking an exam, you must download the Honorlock Chrome extension. This extension is installed within Chrome and monitors your Chrome web browser. You can remove the Honorlock Chrome extension as soon as your exam is submitted.

What equipment is needed?

You will need a working webcam, microphone, and device that meets our system requirements, which can be found here.

Am I being watched by a proctor during my exam?

Yes and no. We use AI technology to monitor your session. If it detects certain actions, such as leaving the testing area, it may prompt a live proctor to review your session and if necessary, conduct a live pop-in to address the issue. The proctor will assess the situation, help you get back on track, and send any notes about the incident to your instructor or exam administrator. After your test, one of our exam proctors may review the exam session to look for any potential violations, and the recording will also be sent to your instructor or exam administrator along with any notes from our proctors.

What actions might trigger a proctor pop-in?

Our AI system is built to ensure that you keep your focus on your exam without any external distractions. You may trigger a live proctor pop-in due to insufficient lighting, background noise, or an incomplete room scan.

How is my privacy protected?

Honorlock only stores data required to verify your identity. No additional data, including grades, course information, etc., is stored. Honorlock is FERPA-compliant and uses securely encrypted protocols to save all data. Honorlock's certified proctors and your institution's faculty can review test session videos until deleted based on the school's retention policy. Check out our test taker privacy page for more info.

What about accessibility and students with special needs?

Honorlock is VPAT certified and fully accessible to test takers with special needs. Additionally, Honorlock works with screen readers if needed.

Does Honorlock determine who is cheating?

No. Honorlock simply reports back possible incidents. Ultimately, your instructor or exam administrator determines if cheating occurred by viewing the video recording.

SPC Campus Policies
For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title V Pregnancy Accommodations, CARE Team, COVID, and Campus Concealed Carry, please visit: https://www.southplainscollege.edu/syllabusstatements/

STUDENT CONDUCT
Rules and regulations relating to the students at South Plains College are made with the view of protecting the best interests of the individual, the general welfare of the entire student body and the educational objectives of the college. As in any segment of society, a college community must be guided by standards that are stringent enough to prevent disorder, yet moderate enough to provide an atmosphere conducive to intellectual and personal development.
A high standard of conduct is expected of all students. When a student enrolls at South Plains College, it is assumed that the student accepts the obligations of performance and behavior imposed by the college relevant to its lawful missions, processes and functions. Obedience to the law, respect for properly constituted authority, personal honor, integrity and common sense guide the actions of each member of the college community both in and out of the classroom.
Students are subject to federal, state and local laws, as well as South Plains College rules and regulations. A student is not entitled to greater immunities or privileges before the law than those enjoyed by other citizens. Students are subject to such reasonable disciplinary action as the administration of the college may consider appropriate, including suspension and expulsion in appropriate cases for breach of federal, state or local laws, or college rules and regulations. This principle extends to conduct off-campus which is likely to have adverse effects on the college or on the educational process which identifies the offender as an unfit associate for fellow students.
Any student who fails to perform according to expected standards may be asked to withdraw.
Rules and regulations regarding student conduct appear in the current Student Guide.

ACADEMIC INTEGRITY

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

Cheating: Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.

Plagiarism: Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.

Attendance:

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive, as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of an "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

 (http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class_Attendance)

Due to the importance of the emergency medical information being taught, the instructor of this course defines excessive absences as missing the 4th class day (or having equivalent tardies) in a course section. A student who meets these criteria will be administratively dropped from the course by the instructor.
- Tardies: (Definition): arriving any time after the class has started or not returning from an approved break after class has started.
- Two tardies will be considered missing one class day and counted as such.
- Work schedule is not an excuse for missing class.
- Any exceptions to this policy must be discussed on an individual basis with the course instructor and the SRGT Program Director. (i.e. – student hospitalization, immediate family member death, etc.)

Drop and Schedule Change:
Students should submit a **Student Initiated Drop Form** online**.**

Students will not be required to obtain an instructor signature to drop, however, we do encourage students to communicate with instructors or advisors prior to dropping a course when they are able. **There will be no charge for drops for the fall or spring semesters**.

Withdrawing from all classes

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting http://www.southplainscollege.edu/admission-aid/advising/spcadvisors.php or by calling 806-716-2366.

Syllabus Statements
For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title V Pregnancy Accommodations, CARE Team, and Campus Concealed Carry, please visit: https://www.southplainscollege.edu/syllabusstatements/

COMMUNICATION
Email
Electronic communication between instructor and students in this course will utilize the South Plains College "My SPC" and email systems I will utilize Remind messaging and you may communicate with me this way also between the hours of 7:30am to 5:00pm Monday - Friday. Please utilize email outside of those hours. The instructor will not initiate communication using private email accounts. I will return e-mails within 24 hours. If you need immediate assistance, please call me 806-716-4646. If leaving a message please give your name, student ID #, and a good phone # to return your call. Students are required to check SPC email on a regular basis each week of class. Students will also have access to assignments, web-links, handouts, and other vital material which will be delivered via the classroom website. Any student having difficulty accessing the classroom website or their email should immediately contact their instructor for directions. The instructor will work with any student to ensure the student has access to a computer on campus and can obtain the needed class content that is located on the course website.

Cell Phone/Smart watch policy
Cell Phones – Cell phones are to be turned OFF or silenced during scheduled class periods. **Text messaging is not allowed during scheduled class/lab times.** Cell phones are to be used outside the classroom or lab only on designated breaks. Students are not allowed to have cell phones on their person during exams.

Social Media
FACEBOOK/INSTAGRAM
The Surgical Technology Program has a Facebook page at https://www.facebook.com/SPCSurgicalTechnology . In addition to the South Plains College website, this Facebook page will be used to keep students up-to-date on program activities, weather delays, South Plains College announcements and will help with program recruitment. "Liking" the Surgical Technology Facebook page is not mandatory, nor are personal Facebook accounts, to access this page.
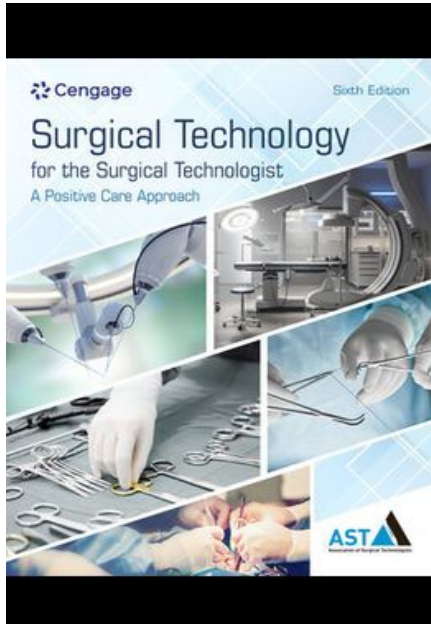
Students are NOT allowed to contact faculty (full-time or part-time) through ANY Social Media platforms. This form of contact is not acceptable and extremely unprofessional and could result in dismissal from the Surgical Technology Program.

RESOURCES
Blackboard

Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course throughout the semester.

Text and Course materials:

Textbook(s):
Surgical Technology for the Surgical Technologist: A Positive Care Approach, 5th ed., AST (**Text) and MindTap**

Computer: Needed for all exams, homework, and assigned projects. While a personal computer is not mandatory, multiple computer labs are available for student use during school hours, and laptops can be borrowed for in-class exams.

SPC EMAIL – Students are required to have their SPC email in working order at all times.

Remind – Students are required to sign up for Remind for the duration of the Surgical Technology Program, this is used for program communication. Students may use Remind system to alert the instructor after 7:00 am and before 8:00 pm. This system is NOT for use on testing, assignment or project questions please email the course instructor.

Additional Classroom Requirements:
METHODS OF TEACHING
- Lecture
- PowerPoint Presentation
- Question and Discussion
- Review
- Quizzes
- Examinations

Students should come to class prepared with pens, pencils, and a spiral notebook for taking notes or completed quizzes or assignments in class. Students should be prepared to take notes over lecture material if they choose.

Computer Usage:
As computer technology in the field of health occupations continues to become more popular, computers will be used in this course for several assignments. All students have access to computers and printers on the South Plains College campus. Students will be expected to utilize computers to access assignments and classroom resources. All registered

students are supplied with a working email account from South Plains College. In order to take exams, students must have their username and password.

ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USERNAME AND PASSWORD.

Computer Lab Usage:

The computer lab(s) on any campus may be used by students during scheduled hours or as assigned by an instructor. Printer paper will not be provided for students to print materials but students may seek assistance from faculty or staff to request lab paper from the college if needed. Lack of computer lab paper is not an excuse for not having homework assignments, skills lab sheets, or any other required documents. Students should come prepared for class.

COURSE SCHEDULE

__Course Outline is subject to change by the instructor.__

Lecture Topics 1541	Lecture Topics 1442	Lab Topics 1409
A. Diagnostic Procedures – Ch14 B. General Surgery – Ch16 C. Genitourinary Surgery – Ch22 D. Oral/Maxillofacial Surgery – Ch20 E. Plastic/Reconstructive Surgery – Ch21 F. Ophthalmic Surgery- Ch18	A. OB/GYN Surgery B. Otorhinolaryngologic Surgery C. Orthopedic Surgery D. Cardiovascular/Thoracic Surgery E. Peripheral Vascular Surgery F. Neurosurgery	A. Principles of Microbiology B. Surgical Asepsis and Sterility C. Emergency Situations D. Instrumentation, Equip and Supplies E. Pre-op Case Management F. Intra-op and Post-op Case Management

	LABORATORY SCHEDULE							
Week 9 Lecture, PowerPoint, Homework **Syllabus** **Chapter 10 – Instrumentation, Equipment and Supplies** • Anatomy of instruments • Instrumentation, classification, use, care • Types of instrument sets • Instrument count sheet • Specialty equipment • Accessory Equipment • Supplies • Catheters, Tubes, and Drains • Irrigators and Syringes • Injection needles • Sterile containers	10/20 Syllabus Ch10	10/22 Ch10	10/26 Ch. 10 HW	10/20 Specialty Passing	10/21 Lap. Setup and Passing	10/22 POTLUCK	10/23 Lap Review

WEEK 10:	10/27	10/29	11/2	10/27	10/28	10/29	10/30
Monday 10/27 **Chapter 7 –Asepsis and Sterile Technique Part I** • Basic Terminology • Classification of Patient Care Items • Disinfection principles and Disinfectant agents • Environmental decontamination **Part II** • Surgical instrument decontamination process • Preparation for sterilization • Sterilization principles and processes	Exam CH10 Ch. 7 pt 1&2	Open Lab	Ch. 7 pt 1&2 HW	Review	Instrument Exam: EVERYTHING Intro: Heart	Hospital Morning Rotations	Hospital Morning Rotations
Wednesday 10/27 **Chapter 7 – Part III** • Steam sterilization • Ethylene oxide • Hydrogen peroxide • Alternative low-temperature gas sterilants • **Liquid chemical sterilization processes** • **Alternative physical sterilants** • **Administrative controls of sterilization processes** • **Sterile supply maintenance** • **Event-related sterility** **Chapter 7 – Part IV** • Surgical conscience • AST Guidelines for best practice • Principle 1: A sterile field is created for each surgical procedure • Principle 2: Sterile team members must be appropriately attired prior to entering the sterile field							

• Principle 3: Movements in and around the sterile field must not compromise the sterile field								
WEEK 11: **Monday 11/3** Sterile Processing Lab **Wednesday 11/5** **Chapter 12 – Preoperative Surgical Case Management – Part I** • Preoperative patient routines • Assistant circulator role and responsibilities • Urethral catheterization • Positioning the surgical patient • Patient skin preparation	11/3 Ch. 7 pt 3&4 Sterile Processing Lab	11/5 CH7 Exam In afternoon	11/9 Ch12 Pt1 HW	11/3 Review	11/4 Review	11/5 Review	11/6 Review

WEEK 12:	11/10	11/12	11/16	11/10	11/11	11/12	11/13
Monday 11/10	Ch. 12 pt 1&2	Ch. 12 pt 2&3		Review	Instrument FINAL	Review Group 1	Review Group 2

Chapter 12 – Preoperative Surgical Case Management – Part II
- **Attire for the surgical technologist in the first scrub role**

Part III
- **Initial tasks**
- **Creating and maintaining the sterile field**
- **Assisting a team member**
- **Draping the surgical patient and equipment**
- **Draping the surgical patient**
- **Sterile team and furniture positions**
- **Marking the incision**

Wednesday 11/12

Chapter 13: Intraoperative and Postoperative Surgical Case Management
- General principles
- Intraoperative communication
- Passing instruments and other supplies
- Maintaining order within the sterile field
- Progression of the surgical procedure
- Receiving additional supplies to the sterile field
- Intraoperative and closing counts
- Medication handling
- Specimen care
- Changing Contaminated sterile attire
- Care of the incision site and dressing application
- Preservation of the sterile field
- Immediate postoperative patient care
- Breakdown of the setup

WEEK 13: **Monday 11/17** **Sterile Processing Lab** **Wednesday 11/19** **Chapter 6: Principles of Microbiology** • Basic Chemistry of life • A brief history of microbiology • Emerging infectious diseases and epidemics • Human relationships with microbes • Microscopes • Staining methods • Culture and sensitivity test • Culture media • Classification of living organisms • Eukaryotes and porkaryotes • Types of microorganisms associated with human diseases • Infectious diseases transmission • Prevention of disease transmission	11/17 Ch 12 Exam Ch. 13 **Sterile Processing Lab**	11/19 Ch 13 Exam Ch. 6	11/23 Ch. 13 HW Ch. 6 HW	11/17 Mock	11/18 Mock	11/19 Mock	11/20 Mock

WEEK 14:	11/24	11/26	11/30	11/24	11/25	11/26	11/27
ONLINE!! **Chapter 8: Emergency Situations and All-Hazard Preparation** • Indications of emergency situations • Objectives and priorities in emergency situations • Cardiopulmonary resuscitation • Malignant hyperthermia • Disseminated intravascular coagulation • Anaphylactic reactions • Natural disasters • Human-caused disasters • Natural human-caused disasters • Emerging infectious diseases (EID) • Environmental health in disasters • Personal disaster planning • Local, Community, and regional response	OFF	OFF	Ch. 8 HW	OFF	OFF	OFF	OFF
WEEK 15: Lab FINALS **Monday 12/1** Comprehensive Final	12/1 Final Exam	12/3	12/7	12/1 Lab Final	12/2 Lab Final	12/3	12/4