



SYLLABUS

Medical Professions: 51.9999

Mrs. Tanya Busch • 2026 – 2027

tbusch@steelcentertech.com • 412.469.3200 x 2519

Program Description: This program is a combination of subject matter and experiences designed to prepare individuals for entry-level employment in a related health occupation under the supervision of a licensed health care professional. It is a cognitively demanding program that is very heavily weighted in theory work. The majority of class time is spent reading, taking notes, and completing rigorous written assignments. The class is fast paced, often covering 2-3 topics at a time. Instruction consists of core course content and may include clinical experiences in a health related occupation. The core curriculum consists of an introduction to health careers, anatomy and physiology, medical terminology, infection control, legal and ethical aspects of health care, communications, and basic care skills. The class is cumulative so students must retain what they learn and build upon it to be successful in the program. Instruction in Phlebotomy and Pharmacy Technology may be offered following the first year as long as the student maintains a C average or better. Both of those programs are highly demanding and require an extensive amount of focused training and studying, both in class and outside of class, to prepare for the certification exams. Students may have the opportunity to earn certifications in those areas. If a student wishes to participate in a job shadowing/volunteering opportunity, then he/she needs to have a 2 step TB test completed.

Textbooks:

Diversified Health Occupations: Simmers, 2022

Phlebotomy Essentials: McCall, 2022

Pharmacy Technician: Mosby, 2022

Note: Students will not be assigned “take-home” copies of the course textbook. Under no circumstances are students to remove (a) book(s) from the classroom without permission from the teacher.

Other Resources:

Medical Terminology: Pearson, 2020

Computer-based applications and content-relevant articles/materials selected upon teacher discretion.

Daily-Required Materials/Items:

To successfully complete this course, you will need to show up for class prepared to learn. Bring the following items to class on a daily basis:

- Binder/notebook
- A pen/pencil
- Any assignments/homework from the previous day.
- Uniform Monday - Thursday

Assessment and Evaluation: All tests, quizzes, assignments, projects, tasks, daily work habits and behavior, and final exams will be graded using Steel Center's grading scale:

90-100: A

80-89: B

70-79: C

60-69: D

<60: F

Incomplete: I

Assignments/Testing:

- Weekly assignments are due every Friday as indicated.
- Quizzes are assigned throughout units to measure understanding.
- Tests are given to evaluate understanding at the end of each unit.
- NOCTI testing will be scheduled for all seniors in the spring.
- Certification tests may be completed during the student's junior and senior years, as long as the student has maintained at least a "C" average the first year.
- Students averaging less than a "C" their first year, will repeat the material the next school year.
- Due Dates: Any late work will have a 10% deduction per day late.
- Missed tests will be made up on the students return day unless notes/necessary material were also missed. Students will be given one extra day for each day out to obtain information. Students will be issued a 0 if a test is not made up within 1 week.
- Exam costs - \$120 for Phlebotomy and \$120 for Pharmacy Technician

Attendance: Please refer to the Student Handbook and Improving Attendance priority hand out.

Classroom/Lab Rules:

- Students need to have belongings locked in the locker, be seated with supplies, and ready to work at the start of class.
- Full approved uniforms are required Mondays through Thursdays
 - **1st year students - Dark Gray (graphite, pewter) Scrubs**
 - **Students may wear white, black, or gray long sleeve jersey or lab coat under/over scrubs**
 - **2nd and 3rd year students may wear color/print scrubs of choice**
 - **White or Black tennis or nursing shoes**
- Food and drinks during class time will be at the instructor's discretion-No food or drinks permitted in lab area
- No unauthorized use of cell phones/electronics during class
- Cell phones must be locked in phone locker upon arrival to class
- Equipment is used for learning purposes only and areas are kept neat and clean

- No drama or foul language
- Remain focused and self-motivated while working independently, as well as in group situations
- Students are expected to be respectful at all times and communicate effectively
- Professionalism and appropriate behavior are expected at all times

Remember the 5 P's

1. Be Prompt.
2. Be Prepared.
3. Be Professional.
4. Be Productive.
5. Plus, Follow School Rules.

Consequences:

1. Warning
2. Point deductions of daily grade
3. Parental consultation
4. Office referral
5. Automatic 0 and parent contact for academic dishonesty (cheating)



STEEL CENTER for CTE

Medical Professions

Mrs. Tanya Busch

SYLLABUS AND PROGRAM RULES

ACKNOWLEDGEMENT SHEET

FOR STUDENT:

With my signature, I acknowledge that I am fully aware of the rules, procedures, and expectations for my CTE program of study. I understand that my signature indicates awareness and not necessarily approval.

Student name: _____

Student signature: _____

Date: _____

FOR PARENT/GUARDIAN:

With my signature, I acknowledge that I am fully aware of the rules, procedures, and expectations for my son's or daughter's CTE program of study. I understand that my signature indicates awareness and not necessarily approval.

Parent/Guardian printed name: _____

Parent/Guardian signature: _____

Parent email: _____

Parent phone: _____

Date: _____