

NORTHWOOD TECHNICAL COLLEGE
HEALTH SCIENCES
STUDENT POLICIES

WORK-BASED LEARNING TERMS

Most Health Sciences programs have a work-based learning, off-site rotation. Programs refer to this rotation with various terms, based on their profession and aligned with WTCS. As you progress through this handbook, these rotations will be referred to as “work-based learning rotation.”

Dental Assistant—Clinical

- **Clinical Competence:** The achievement of a predetermined level of special skill derived from education and experience in the clinical setting.
- **Clinical Instruction:** Indicates any instruction in which students receive supervised experience in performing functions on patients. Clinical performance of the functions is evaluated by faculty according to predetermined criteria.
- **Clinical Experience:** Clinical experiences that exceed the basic clinical education requirements of the program and that are provided to enhance the basic clinical education. Experiences may be provided in an on-campus comprehensive dental clinic and/or in extramural dental offices or clinics. Students are supervised and evaluated by both faculty and non-program personnel according to predetermined learning objectives and evaluation criteria.

Health Information Technology—Professional Practice Experience

- **Professional practice experiences (PPE)** must be designed and supervised to reinforce didactic instruction and must include program-coordinated experience at professional practice sites. The program must describe how the PPE (e.g., clinical practicum, directed practice experience) is designed, supervised, and evaluated, and name the objectives to be achieved in each PPE course. The PPE is a credit-based course, which applies toward degree completion, and requires tuition, fees, and costs as normally occurs according to institutional policy. The PPE does not prohibit a paid internship.
- Each student must complete a minimum of 40 hours of externally supervised activity prior to graduation. The externally supervised activity PPE must relate to higher-level competencies and result in a learning experience for the student and/or a deliverable to a practice site.
- Simulation activities designed to replicate PPEs are permitted but cannot totally replace the required 40 hours minimum of an externally supervised activity PPE. The program must describe how simulation activities are designed, supervised, and evaluated, and what objectives are to be achieved by using simulation activities.
- **PPE onsite preparation**—The health and safety of patients, students, and faculty associated with educational activities must be adequately safeguarded according to the health and safety practices of both the sponsoring educational institution and the professional practice site. The responsibilities of the college, PPE site, and students must be documented for externships or professional practice experiences. Either a formal contract or a memorandum of understanding (MOU) will suffice, if in accordance with institutional practice. Health, safety, and security policies and requirements must be outlined in the agreement or MOU, and students must be informed of these in advance of the PPE.

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Medical Assistant—Practicum

- A supervised practicum of at least 160 contact hours in a healthcare setting, demonstrating the knowledge, skills, and behaviors of the MAERB Core Curriculum in performing clinical and administrative duties, must be completed prior to graduation.
- On-site supervision of the student must be provided by an individual who has knowledge of the medical assisting profession.

Medical Laboratory Technician—Clinical

- Clinical Experience 1
 - In this course, students practice the principles and procedures of laboratory medicine as an entry-level Medical Laboratory Technician (MLT) in a clinical laboratory setting. Working alongside laboratory professionals, students collect and process specimens, operate laboratory analyzers and instruments, and report results in Laboratory Information Systems.
- Clinical Experience 2
 - This course provides continuing practice for the principles and procedures of laboratory medicine as an entry-level Clinical Laboratory Technician in a clinical laboratory setting. Students learn to operate state-of-the-art instruments and report results on Laboratory Information Systems.

Nursing-Associate Degree—Clinical

- Student clinical/practicum and skills and/or simulation laboratory learning environments and experiences are based on contemporary professional nursing standards; meet regulatory agencies' requirements; and reflect evidence-based nursing practice at the educational level at which students are being prepared to facilitate the achievement of the course student learning and end-of-program student learning outcomes.

Occupational Therapy Assistant—Fieldwork

- Fieldwork education is a crucial part of professional preparation and is best integrated as a component of the curriculum design. The fieldwork experience is designed to promote clinical reasoning and reflective practice, transmit the values and beliefs that enable ethical practice, and develop professionalism and competence in career responsibilities. Fieldwork experiences should be implemented and evaluated for their effectiveness by the educational institution. The experience should provide the student with the opportunity to carry out professional responsibilities under the supervision of qualified personnel serving as a role model. The academic fieldwork coordinator is responsible for the program's compliance with fieldwork education requirements.

Pharmacy Technician—Clinical

- Pharmacy Community Clinical - This course prepares the learner to apply policies and procedures in the pharmacy, complete the ordering process to meet inventory goals, bill third parties for patient prescriptions, process prescriptions, identify medical and surgical supplies for

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customers, process controlled substance prescriptions, compound extemporaneous products, maintain patient medical histories, and fulfill duties in unique service areas.

- Pharmacy Hospital Clinical - In this course, students will have the opportunity to experience the daily activities of a pharmacy technician in a hospital pharmacy setting. Students will learn how medication orders are prepared, processed, and delivered, along with maintaining medication inventory in several areas, interacting with other medical staff, and following the policies and procedures of the hospital and pharmacy.

Phlebotomy—Clinical

- Phlebotomy Clinical - Provides students with experiences at a hospital or clinic in order to complete phlebotomy activities. Students complete venipunctures, perform administration of glucose testing, collect specimens, perform bleeding times, observe or perform arterial blood gas collections, and adhere to safety regulations as established by the clinical site.