



Atlantic Technical College

Central Sterile Processing Technician

Program Syllabus

2020-2021



Instructor Name: Philippe Jean-Bart
Department Name: Health Science
Office/Classroom Location: Building 13, Room 234B
Phone Number: 754-321-5129
Email Address: philippe.jean-bart@browardschools.com

Instructor Office Hours:
M-F: 2:30 pm – 3:30pm

 Instructor responses to student inquires will be provided within 24 hours of regular school operating hours:
 Monday – Friday, 7:00am – 3:00pm.

Student Hours: <p style="text-align: center;">Monday – Friday</p> <p style="text-align: center;">Class Hours: 7:30am – 2:15pm</p> <p style="text-align: center;">Break: 9:05am – 9:20am</p> <p style="text-align: center;">Lunch: 11:05am – 11:35am</p> <p style="text-align: center;">(Virtual sessions will be scheduled daily during school hours)</p>	Program Name: Central Sterile Processing Technician		
	OCPs	Course Names	Hours
	A	HSC0003 – Basic Healthcare Worker	90
	B	STS0019 – Central Sterile Service Materials Management	150
	C	STS0013 – Central Sterile Processing Technician	410

Program Description:
 This program is designed to teach students the skills necessary for employment in hospitals or surgical out-patient centers to work as sterile processing technicians, central supply workers, material management workers and inventory technicians. Students will develop a variety of skills and competencies using supplies, instruments and equipment during their clinical rotation at several local area facilities. Skills covered include how to decontaminate, prepare and sterilize instrument trays for surgical procedures, disinfect patient care equipment and the various methods of inventory control, storage and distribution of sterile supplies and equipment.

Technical College Policy/Adult Student Attendance:

- A student must be withdrawn after being absent for six (6) consecutive days.
- Two (2) additional absences may be allowed under certain circumstance with appropriate documentation.
- Please refer to the Student Handbook for postsecondary students.
<http://www.atlantictechcollege.edu/atc-student-handbook/>

Magnet High School/Attendance Policy:
 A student who has had at least five unexcused absences, or absences for which the reasons are unknown, within a calendar month, or 10 unexcused absences, or absences for which the reasons are unknown, within a 90-calendar-day period, may be exhibiting a pattern of non-attendance according to (F.S.1003.26 (1) (b)) and the School Board of Broward County, Policy 5.5.

Required Book(s) and/or Online Access:
 Available for purchase at the ATC Bookstore:

- AES Core Curriculum Access Code
- BLS for Health Care Providers
- Central Service Technician Manual, 8th Edition, IAHCMM, 2017
- Central Service Technician Workbook, 8th Edition, IAHCMM, 2017

Required Materials/Supplies:

Purchased from ATC Bookstore:

- CPR Valve
- Surgical Instruments
- Uniform: ATC logo Cherokee scrub top
- ATC logo t-shirt (optional)

Not Purchased from ATC Bookstore:

- Lab Jacket (optional)
- Uniform: Cherokee scrub bottom
- Black sneakers and black socks

All required books and most materials/supplies can be purchased from the ATC bookstore. Stop by during operational hours for pricing and purchasing information.

Grading System: A 90 - 100% B 80 - 89% C 70 - 79% D 60 - 69% F 0 - 59% I Incomplete	Additional Program Specific Grading Information: Course Exams 60% Clinical Rotation 20% Quizzes 5% Final Exams 10% Online Assignments 5% (Clinical rotations are pending and percentages may be reallocated accordingly.)
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Online Course Grading Policy:
Online students' grades and attendance are based on the following:

- Scheduled assignments are due by 7:30am on the day they are due. Late submission of work will affect the assignment grade.
- Students assume full responsibility for the content and integrity of submitted work. As the guiding principle of academic integrity, a student's submitted work, examinations, reports, projects, etc. must be their own.
- Unless otherwise stated by the instructor, physical or digital references including books, charts, graphs, diagrams, photos, notes or calculators may not be utilized during assessments or exams. Blank scratch paper will be permitted during certain assessments.
- Exams may include an oral or lab/skills component and exams used for determining competency will be delivered in a proctored environment.

View Your Grades:
Grades can be viewed online by following the directions below:

1. Go to Clever SSO Website link: <https://sso.browardschools.com> and login:
 - a. Username: 10-digit student ID number
 - b. Password: PMM/DD/YYYY (or your personally created password after initial login)
2. Click on the FOCUS app on your Clever opening page.
(You may need to scroll-down the page to see the FOCUS app.)
3. Enter your FOCUS username and password.
NOTE: If the Focus App. is not visible after logging into Clever, please navigate to the Broward Focus website directly: <https://broward.focusschoolsoftware.com/focus/>.

Classroom/Lab Rules:
See Central Sterile Processing Handbook

Industry Certification & State Credential Exam Cost: All industry certifications listed are not required. <ul style="list-style-type: none"> • Certified Registered Central Service Technician- \$125 International Association of Hospital Central Service Materiel Management (IAHCSMM)- http://www.iahcsmm.org/ • SPD Technician Certification Exam- \$125 Certification Board for Sterile Processing and Distribution, Inc. (CBSPD) http://www.sterileprocessing.org/cbspd.htm <p><i>You may qualify for certification reimbursement of your exam cost(s) upon passing. Credential fees are subject to change.</i></p>	Outstanding Student Recognition Information: A gold seal will be applied to a Program Completion Certificate or an Applied Technology Diploma if the student has earned a 3.5 GPA or higher in their Career and Technical Education (CTE) classes.
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Program Name: Central Sterile Processing Technician

Course Number: HSC0003

Course Name: Basic Healthcare Worker

Occupational Completion Point: A

Intended Outcomes: (From FL DOE Curriculum Framework)

Student will be able to:

- Demonstrate knowledge of the health care delivery system and health occupations.
- Demonstrate the ability to communicate and use interpersonal skills effectively.
- Demonstrate legal and ethical responsibilities.
- Demonstrate an understanding of and apply wellness and disease concepts.
- Recognize and practice safety and security procedures.
- Recognize and respond to emergency situations.
- Recognize and practice infection control procedures.
- Demonstrate an understanding of information technology applications in healthcare.
- Demonstrate employability skills.
- Demonstrate knowledge of blood borne diseases, including HIV/AIDS.
- Apply basic math and science skills.

Course Number: STS0019

Course Name: Central Service Materials Management Technician

Occupational Completion Point: B

Intended Outcomes: (From FL DOE Curriculum Framework)

Student will be able to:

- Describe supply distribution systems and the principles of inventory control.
- Demonstrate the ability to identify and select appropriate instrumentation or equipment that meets the needs of the specialty.
- Demonstrate the ability to recall and dispose of or reprocess outdated sterile supplies.
- Interpret and apply medical terminology and anatomical terms as they relate to equipment and supplies issued by central service personnel.
- Identify fundamentals of procurement skills.

Course Number: STS0013

Course Name: Central Sterile Processing Technician

Occupational Completion Point: C

Intended Outcomes: (From FL DOE Curriculum Framework)

Student will be able to:

- Demonstrate the roles and responsibilities of the central supply worker.
- Recognize basic principles of microbiology.
- Receive, decontaminate, clean, prepare, disinfect and sterilize reusable items.
- Demonstrate the use of sterilization process monitors, including temperature and frequency of appropriate chemical indicators and bacterial spore tests for all sterilizers.
- Describe how central service is involved in controlling infections in hospitals.
- Explain the purpose of Occupational Safety and Health Act (OSHA).