

Course Syllabus (rev. 4-23-09)

Diversified – CHSC - 5302

Marty J. Hall, D.C., DACNB

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LECTURE HOURS PER WEEK: 2

TOTAL CONTACT HRS PER TRIMESTER: 60

CLASSROOM LOCATION: E -106

OFFICE HOURS:

M-T-W-Th 12 – 12:50 & Friday 9 – 9:50

TRIMESTER CREDIT HOURS: 3

LABORATORY HOURS PER WEEK: 2

OFFICE LOCATION:

East Building, Suite 256

OFFICE TELEPHONE:

(214) 352-7332, Extension 7316

PREREQUISITE: Palpation/Skeletal Analysis

COURSE DESCRIPTION:

This course is an introductory course in learning what truly makes us unique and sets us apart from the other health care fields. This course leans heavy on the basic sciences of embryology, anatomy, physiology and biomechanics. It further builds upon these courses along with palpation & motion palpation. This course is foundational for all manipulative arts and at its core are the basics of the adjustment. We want you to stand on solid ground as you develop your art form. The adjustment is our medicine, our cure, our help, our hope and our future.

COURSE OBJECTIVES:

1. To learn when diversified adjusting may be harmful. Issues of VBI, fracture & discopathy etc.
2. To review palpation, motion palpation methods and build upon these.
3. To learn how to differentiate between static and motion listings.
4. To be able to appreciate joint motion and find the subluxations.
5. To have the skills to perform the core moves of this technique.
6. To be able to thrust properly using HV – LA (high velocity – low amplitude).
7. To understand the correct biomechanics which are central to understanding the adjustment?
8. To develop the self-confidence necessary to properly adjust patients with diversified techniques.

COLLEGE MISSION STATEMENT:

To educate individuals in chiropractic wellness to be leaders in education, research, and service.

REQUIRED TEXT(S):

N/A

SUGGESTED TEXT(S):

Chiropractic Technique, 2nd edition ~ by Peterson & Bergmann

Spinal Adjustment Technique, The Chiropractic Art ~ by Esposito & Philipson

Chiropractic Manipulative Skills, 2nd edition ~ by Byfield

Motion Palpation and Chiropractic Technic, 3rd edition ~ by Faye and Schafer

Clinical Biomechanics of Spinal Manipulation ~ by Herzog

The Physiology of the Joints, 2nd edition, Vol. III ~ by Kapandji

Clinical Biomechanics of the Spine, 2nd edition ~ by Panjabi & White

Principles of Manual Medicine, 3rd ed. ~ by Greenman

Foundations of Chiropractic, 2nd edition ~ by Gatterman

Technique Systems in Chiropractic ~ by Cooperstein & Gleberzon

Common Vertebral Joint Problems ~ by Grieve

Fundamentals of Chiropractic ~ by Redwood & Cleveland

Maitland's Vertebral Manipulation, 7th edition ~ by Maitland

Movement, Stability & Lumbopelvic Pain, 2nd edition ~ by Vleeming, Mooney & Stoeckart

States Manual of Spinal, Pelvic and Extravertebral Technics, 2nd edition ~ by States

Out of Print:

Manual Medicine – Diagnostics, 2nd revised edition ~ by Dvorak & Dvorak

Manual Medicine – Therapy ~ by Schneider, Dvorak, Dvorak, Tritschler

Medical Checklists – Manual Medicine ~ Dvorak & Dvorak

Orthopedic Medicine ~ by Maigne

Manual of Osteopathic Technique ~ by Stoddard

Spinal Manipulation ~ by Bourdillon

Mobilisation of the Spine, 3rd edition ~ by Grieve

Textbook of Clinical Chiropractic, A Specific Biomechanical Approach ~ by Plaugher

The Science and Art of Joint Manipulation, Vol. I The Extremities, 2ed, 1949 ~ by James Mennell

The Science and Art of Joint Manipulation, Vol. II The Spinal Column, 1952 ~ by James Mennell

Back Pain Diagnosis and Treatment Using Manipulative Techniques, 1960 ~ by John Mennell

Joint Pain Diagnosis and Treatment Using Manipulative Techniques, 1964 ~ by John Mennell

COURSE MECHANICS:

Cervical - Thoracic Written Lumbar – Pelvis Written	10% 10%
1st Practical 2nd Practical 3rd Practical	17.5% 17.5% 17.5%
4th Final Practical - Comprehensive	17.5%
Final Written	10%
Total	100%

Questions will be taken from the handouts and laboratory demonstrations and lecture information. The final grade is based upon 70% practical and 30% written grades.

GRADING SYSTEM:

Evaluation is an integral part of the educational process and is used as an educational tool to help students identify problem areas, to recognize and regard achievement, and to identify students who are unable to meet the rigors of the curriculum. Final course grades and their interpretation are listed below:

Grade	Numerical Value	Grade Point Average	Interpretation of Academic Achievement
A	89.5 – 100	4.0	Excellent
B	79.5 - 89.49	3.0	Above Average
C	69.5 - 79.49	2.0	Satisfactory
F	Below 69.49	0.0	Unacceptable

Secretary staff members are not allowed to give a student his/her grades either in person or over the telephone.

ATTENDANCE POLICY:

Attendance roll sheets are passed out at the beginning of each class. To be counted present for a class you must be present, in your seat and you must sign the roll sheet when the roll sheet comes past your seat. Roll sheets will be picked up by the instructor once they have passed through all rows of the classroom. No student will be allowed to sign the roll sheet once it is picked up by the instructor. It is the student's responsibility to be on time and in their seats when the class starts and the roll sheets are passed out.

A professional education at Parker College requires a full time commitment by the student. Classes are demanding and academic standards are high. Students must expect to spend a significant part of each day in and out of class to successfully complete the program. Full realization of the learning process is reliant upon the fact that students are expected to attend and be attentive and participatory in all lecture and laboratory classes. Students must attend classes on a regular basis to attain the skill, training and expertise they will need to become successful Doctors of Chiropractic. It is in this light that Parker College of Chiropractic considers classroom attendance to be mandatory in all scheduled classes and laboratory sessions and failure of the student to attend classes and/or laboratory sessions could result in poor academic performance by the student, possible grade reduction and/or the student receiving a failing grade in the class. Classroom attendance is monitored by the use of a roll sheet that is passed around the classroom at the beginning of each class. Student attendance is documented by the presence of the student's signature on the roll sheet. Failure to sign the roll sheet by a student will result in the student being counted absent from that class session. Students may in fact be bodily present in the class, but if the student's signature does not appear on the roll sheet associated with their name then the student is absent from that class session. There will be no switching of your assigned labs. You must come to your assigned lab. There are no "make ups". No exceptions!

Student attendance in lectures, laboratory sessions and/or scheduled academic conferences is a factor in deriving a student's final course grade. Student's who miss more than 20% of the total class sessions which meet in any given course (holidays, classes canceled due to official college actions, final exam week, etc. do not count as sessions in which the class met) and/or 20% of the lab sessions per trimester will have their final course grade reduced by one whole letter grade. Students who miss more than 50% of the total class sessions of any lecture course and/or 50% of the lab sessions in a course which has a lab in any given trimester will be dropped from the course with the grade of F. There are no exceptions to this policy; there are no excused absences or exceptions made for extenuating circumstances, etc. As an example if a course is a three credit hour class and there are 3 lecture sessions per week for 14 weeks giving 42 total class sessions, the student could miss up to 8.4 or rounded up 9 classes before they would loose one letter grade and up to 21 classes before they would be dropped from the class with the grade of F

Students who are repeating a course because of previous academic failure are required by the Dean of Academic Affairs to attend all lectures and labs of the course in question. A student on Academic Probation is required to attend all lectures, laboratory sessions and scheduled academic conferences. If a faculty member in a department finds that a student is not meeting this attendance requirement, the student will be notified in writing with a copy of the letter sent to the office of the Dean of Academic Affairs.

The student is responsible for obtaining and learning subject materials presented during an absence. When the period of absence is known and may be planned, the student must confer with the appropriate course director and determine a plan of action for that absence. Absence from any examination (lecture or lab) must be accompanied by a written excuse documenting the extenuating circumstance which prevented the student from sitting the examination. If the excuse

is considered valid by the course director then arrangements to sit exam must be made with the course director within 5 days of the student returning to class (see Missed Exam Policy).

The licensing requirements of the states vary widely. Some state boards require a specific number of classroom hours in order to obtain a license to practice as a Doctor of Chiropractic in their respective states. It is the student's responsibility to determine, fulfill and document the requirements of the state(s) in which they are planning to apply for licensure. These requirements are available from the individual state boards and kept in the Office of the Registrar for the student to review.

Tardiness is disruptive to the class. Each student should make every attempt to get to class on time. A professor may refuse to allow a tardy student to enter the classroom. A student who is tardy to a class and does not sign the roll sheet when it passes his/her seat will be counted absent for that class period.

ABSENCES FOR RELIGIOUS HOLIDAYS:

Parker College will excuse students from attending classes and other required activities for the observance of religious holidays, including travel for that purpose. A religious holiday means a day of observance by a religion whose places of worship is exempt from property taxation under Section 11.20 of the Texas Tax Code (or would be exempt if the place of worship was located in Texas).

A student whose absence is excused under this policy may not be penalized. Those students will be allowed to take examinations or complete any assignments they missed due to observance of the religious holy day (see missed exam policy). With the student's agreement, the course director may move the points from the missed examination or assignment to the final exam in that course or make other arrangements to make up the missed exam or work. A student may be required to show written documentation.

A student who will miss an examination or assignment for the observance of a religious holy day should notify the course directors of all courses affected **prior to** the absence.

If a student and a faculty member disagree about whether an absence is for the observance of a religious holy day or whether the faculty member has allowed the student a reasonable time to complete any missed examinations or assignments (see missed exam policy), the faculty member or the student may request a ruling from the Dean of Academic Affairs. The student and the faculty member will abide by the decision of the Dean of Academic Affairs.

EXAMINATIONS:

MISSED EXAM POLICY

The course director should be contacted prior to an exam if a student has any questions about the validity of an excuse to miss an exam or lab practical. If a student has to miss an exam or lab practical, the course director must be notified PRIOR to the exam unless the student is physically incapable of notifying the course director and then written documentation must be provided to this effect. Notification must be email or a phone call to the course director. If a student fails to notify the course director prior to exam start time (or in the case of documented physical incapacitation **within a 24-hour period** of a missed exam) the exam grade will be calculated as a "0".

Students must be on time for all examinations. If a student is late, and no one has left the examination room, they will be allowed to take the examination, but no additional time will be allowed. If a student comes in late for any exam (including final exams) and another student taking the exam has already left the classroom, the late student will not be allowed to sit the exam, and the exam grade will be calculated as a "0".

With documentation of extenuating circumstances for late arrival or for missing a written exam, faculty may either give a written make-up (multiple choice, true/false, essay, etc.) or move the points to the final exam. In the case of missing the final due to extenuating circumstances the student will receive an "I". The make-up exam (which will be a different exam and may or may not be of the same format or same level of difficulty as the exam given to the rest of the class) must be taken within 5 business days of the missed exam unless the student is physically incapable of doing so or unless other arrangements are made by the course director. The exam time will be scheduled at the discretion of the course director.

With documentation of extenuating circumstances for late arrival or for missing a lab practical, points may be moved to the final lab practical or student must take a make-up lab practical (which will be a different lab practical and may or may not be of the same format or same level of difficulty as the lab practical given to the rest of the class) within 5 business days unless the student is physically incapable of doing so or unless other arrangements are made by the course director. The time of the make up lab practical will be scheduled at the discretion of the course director.

If a student encounters an extenuating circumstance where they feel they will not be able to perform to their abilities on any given exam, lab practical or final exam, they must notify the course director prior to the exam start time. Once a student takes an exam, even if the student is in a less than optimal physical or emotional condition, the exam grade will be final.

VACATION, LEISURE TRAVEL, SEMINAR ATTENDANCE, OVER SLEEPING, FORGETTING WHEN THE EXAM IS GIVEN, STUCK IN TRAFFIC, etc. DO NOT CONSTITUTE EXTRA ORDINARY OR EXTENUATING CIRCUMSTANCES FOR MISSING ANY EXAM.

STUDENT BEREAVEMENT POLICY:

In the unfortunate event that you experience a death in your family, please rest assured that Parker College will help you during this time of your loss. When you are ready, the Dean of Academic Affairs will review the accommodations available to you to help you resume your studies.

Action Steps:

- If you experience a death in your family, please notify the Dean of Academic Affairs' office as soon as possible. You may send the notice by telephone or email. You may send the notice personally or have it sent by a roommate, friend, or family member. The Dean will contact your instructors and ask them to assist you when you resume your studies.
- When you return to campus, please schedule a meeting with the Dean of Academic Affairs to discuss support resources available to you through the Office of Student Affairs and to discuss strategies for catching up with missed academic work and for completing the trimester successfully.

Assistance and Accommodation:

The options for assistance or accommodation include the following:

- Excused Absences.
- Counseling with the counselors in Student Affairs or referral to another counselor.
- Alternate arrangements for completing coursework, subject to the Missed Exam Policy.

- Withdrawal from some courses to reduce your course load.
- Incomplete grades in one or more courses.
- Withdrawing from the College and taking a leave of absence.

The Dean of Academic Affairs will hear your situation and then help you decide what actions are in your best interest and will facilitate the communications between you and your instructors.

Excused Absences:

We understand that in the immediate aftermath of the loss of a loved one, your classes and labs may be the farthest thing from your mind. We encourage students to take the following excused absences from their classes and labs:

- 5 school days if bereavement is for the death of the student's spouse or child (including step-children, foster children, adopted children and in-laws).
- 3 school days if it is the death of a student's immediate family, other than a spouse or child. The immediate family includes parents (including step-parents, foster parents and in-laws), legal guardians, brothers and sisters (including step-siblings and in-laws), grandparents, grandchildren, aunts and uncles.
- 1 school day to attend the funeral of a niece, nephew or cousin.
- 2 additional school days if the family member lived more than 200 miles from Dallas or the funeral will be held more than 200 miles from Dallas.

The Dean of Academic Affairs will forward requests for bereavement leave to the student's course directors. The Dean may request a funeral or obituary notice.

LECTURE EXAM REVIEW:

The review period for each exam will begin after the posting of the grades and last for ONE week only, excluding weekends and holidays. Questions about the final exam and/or final course grades may be reviewed with the Course Director for a period of two weeks at the beginning of the subsequent trimester.

CLASSROOM/LAB PARTICAPATION & DECORUM:

As a student enrolled at Parker College, you will have opportunities to practice conducting physical examinations, orthopedic and neurological testing, and chiropractic techniques on other students, as well as other students practicing those same procedures on you. **Chiropractic is an inherently tactile profession. If you are uncomfortable with instructional touch or being used as a demonstrative model or exposing certain areas of your body (never indecently), tell the instructor and decline.** While on campus, practice is encouraged during regular lab times and open labs with strict supervision by a licensed doctor. ****Note: The instructors are to teach and demonstrate...not treat.****

These classes are instructional and no doctor/patient relationship will be created with either the students or faculty members. The college has established that thrusting in lab practice is **not** the same as the therapeutic thrusting done when treating patients chiropractically. Students are required to:

1. Conduct them selves in a professional manor. Talking between doctors & patients is permissible, but held to a minimum. Your topics should only be about the patient and his or her findings.
2. Refrain from any offensive or inappropriate behavior or statements. No clowning around or horse play like stepping over the patient to get to the other side.
3. Refrain from engaging in any behavior which may constitute sexual harassment.
4. Females: NO excessively reveling tops. Please no tank tops, spaghetti straps or low V-necks. If you are wearing such, you will be asked to change or wear a gown.
5. Report any such activity to the instructor or faculty member supervising the lab or class.
6. Follow appropriate lab procedures:
 - Bags and books against the back windows.

- Wash your hands (& yourself) before class and use hand sanitizer regularly.
 - Wear loose, comfortable clothing on your day for lab. Appropriate draping – ♀ patients gowned, ¾ opening in the back, pants/shorts on, bra on/off at your discretion, gowns closed whenever doctor leaves the table. No long finger nails! They are unsanitary and can hurt the patient and the doctor. ♂ disrobed down to the waist, lay on top of your shirt on top of the table.
 - All evaluations (palpation) and adjustments/manipulations should be performed skin-on-skin. This is for safety, observational and accuracy reasons. To see and feel is to know.
7. Learn everything about adjusting the two models of tables for patient size and comfort. Do not manhandle the tables!
 - Set tables properly for patient positioning, change face paper after each use, return tables to the level position (if applicable). Clean up your area after lab.
 - Last doctor/patient partners practicing on the table must sanitize the table (Viraguard Wipes) at the end of the lab period.
 8. Tell the instructor about any problems with the tables so they can be repaired.
 9. **If a student has a problem and is under professional care, they should so inform the instructor. A note from the treating doctor concerning what the student can and can not do in lab, will be respected.**

ACADEMIC DISHONESTY:

Cheating will not be tolerated. If you are caught cheating, you will receive a "0" on that exam and disciplinary action will be taken which could result in your dismissal from Parker College. If you are suspected of cheating on an exam you may be singled out and required to sit in the front of the classroom so that you can be clearly watched. The cheating policy includes lecture exams, lab quizzes and lab practicals.

Any writing, erasures, marks, etc. on a scantron sheet submitted by the student for any exam/lab practical/quiz, etc., other than those marks or erasures directly pertaining to the marking of the bubbles on the scantron sheet will be considered cheating and if discovered, the student will receive a grade of zero on that exam/ lab practical/quiz and appropriate disciplinary action will be taken which could result in the student being dismissed from the college.

PROFESSIONAL DECORUM:

Students are expected to behave in a professional manner at all times. Positive contributions to the learning environment and participation in classroom learning activities are expected. Students should demonstrate courtesy to the instructor, to special guest speakers, and to other classmates. Focusing your attention on anything other than pertinent classroom material is considered discourteous. Any person who is discourteous or disrupts the class with unprofessional conduct will be asked to leave the classroom and will be counted absent for that class period. **Cell phones (no text messages) and pagers should be turned off while in the classroom. No open lap tops will be allowed in class or lab.**

Professional decorum is expected in both lecture and laboratory classes. Both male and female students will be appropriately **attired** in the laboratories.

COMPUTER USE:

Students are encouraged to utilize personal computers in the classroom for taking notes, following the lecture outlines or reference materials, etc. **Other uses unrelated to the lecture topic are not allowed.** As an example, surfing the Internet or playing games during lecture or lab time is strictly prohibited and will result in the student being asked to discontinue use of their computers. Also, the student may be asked to leave the classroom and will be counted absent for that class period. Violations of this policy can result in the discontinued use of all computers during the lecture times.

AUDEO/VIDEO TAPEING:

Since the courts have ruled that a professor's voice and physical image are their personal property, the prerogative of the audio taping and/or video recording of lectures/laboratories is a right specifically reserved to faculty. Should you wish to record, using any device you must obtain the permission the respective instructor in all classes.

IMPORTANT NOTE:

The provisions contained in this syllabus do not constitute a contract between the students and Parker College of Chiropractic. These provisions may be changed at any time for any reason at the discretion of the course director. When necessary, in the view of the college, appropriated notice of such changes will be given to the student.