



The University of Texas at El Paso
College of Health Sciences
Clinical Laboratory Science Program



CLSC 2212: Clinical Laboratory Statistics
Mathematics for the Clinical Laboratory
Syllabus
Spring 2021

I. Course Information

Asynchronous Online Course via: Blackboard and Blackboard Collaborate Ultra
Textbook: Doucette, Lorraine J., 2016. *Mathematics for the Clinical Laboratory*. 3rd Edition. Evolve Elsevier.

II. Instructor Information

Instructor: Nancy Cruz, MS, MLS (ASCP)^{CM}

Email: ndcruzsanch@utep.edu

Office: College of Health Sciences (CHS) Room 426

Office Phone Number: 915-747-7243

Office Hours: via Blackboard Collaborate Ultra:

Mondays:

Tuesdays:

Wednesdays:

- **In order to better assist you, please make sure you schedule an appointment. If you cannot schedule during these times, please contact me (after class/lab or via email) to schedule another time.**
 - o Also available after class/lab.
- **Multiple students may be scheduled for the same office hour session. If it is a private matter or you wish to discuss material or have questions and prefer to have a private online office hour session, please make sure to notify the instructor when appointment is being made.**
- **Students must use their UTEP email when communicating, for appointments, questions, etc.**

III. Course Description

This course will focus on mathematical topics, computations and methods most often used in clinical and medical laboratories, with special emphasis on the clinical calculations used in each of the areas of the laboratory to ensure accurate patient results. Specific topics will include basic mathematical principles and systems of measurement, dilutions, solutions, ionic strength, calculations for specific areas of the clinical laboratory, and statistical calculations used to measure and maintain quality control. Application problems and hands-on laboratory exercises will help reinforce the

material presented in the course and give the students the opportunity to assess their mastery of the various mathematical topics discussed.

IV. Course Goal

This course intends to provide the student with an understanding of the basic mathematical principles and calculations used in clinical laboratory testing as well as those associated with quality assurance, quality control and method comparison. Students will develop analytical thinking and problem-solving skills to be able to identify, troubleshoot and discuss laboratory calculations and findings.

V. Course Objectives

A. Cognitive

Upon completion of this course the student will be able to do the following:

1. State the rules and perform mathematical calculations using and involving scientific notation.
2. Describe units of measure commonly used in the clinical laboratory in terms of their relationship to the applicable system of measure and the relationship of the unit to the system: i.e., measurement of length, weight, mass, and temperature.
3. Recognize and describe the major types of solutions.
4. Calculate and determine all components related to dilutions, titers, concentrations, and volumes.
5. Define molarity, normality, mole, molar, molality, equivalent weight, and be able to calculate their concentrations in solutions.
6. Describe quality assurance and quality control in the clinical laboratory.
7. Define and calculate various parameters used in QA/QC assessment.
8. Plot QC results on a Levey-Jennings chart and evaluate the acceptability of results using Westgard rules.
9. Compare and contrast systemic and random errors.
10. Apply mathematical calculations to specific clinical areas in the laboratory, i.e., Chemistry, Hematology, Urinalysis, Immunohematology, and Microbiology.

B. Affective

Upon completion of this course, the student will be able to exhibit the appropriate responsible behaviors by demonstrating:

To show the appropriate responsible behaviors students will demonstrate:

1. Educational initiative and a positive attitude by being prepared for sessions, completing assigned tasks on time, and displaying self-motivation.
2. Organization by utilizing time effectively, sequencing, and prioritizing tasks for completion with time constraints.
3. Adaptability and flexibility to change and learning.

4. Good judgement and exercise emotional intelligence by accepting personal responsibility for consequences of one's own actions.
5. Attention to detail by diligently pursuing accuracy and documenting data accurately and legibly.
6. Dependability by following directions and working independently after being given directions.
7. Maturity, stability, and self-confidence by approaching and performing routine and stressful tasks confidently without assistance and maintaining composure, and by defining and being aware of personal limitations, seeking help when needed and pursuing continuing education independently.
8. Appropriate interpersonal skills by cooperating and communicating effectively with classmates and instructor(s) (faculty). Displaying courteous, considerate behavior and appropriate appearance.
9. Application of ethical behavior, integrity, and professionalism by respecting confidentiality of patient information, complying with professional standards and code of ethics, adhering to safety policies, and abiding by all rules and regulations of the CLS Program and the institution.
10. Commitment to organizational and professional policies regarding appearance, safety, confidentiality, and ethics by following UTEP's CLS Program Standards.

VI. Course Policies

- A. Textbook: Doucette, Lorraine J., 2016. *Mathematics for the Clinical Laboratory*. 3rd Edition. Evolve Elsevier.
- B. Instructional Policies
 1. This is an asynchronous course, material and resources for the class will be provided using the following:
 - a. Blackboard
 - b. Blackboard Collaborate Ultra
 - c. Yuja Media Library
 - d. You Tube
 2. Synchronous sessions may be scheduled throughout the semester to assess more explanation of calculations, and/or assess any questions students may have throughout the development of the course.
 - a. These sessions will be announced through Blackboard 1-2 weeks in advance.
 3. The student must have available or have access to the following technological resources:
 - a. Computer/laptop with camera (webcam), audio and microphone.
 - b. USB flash drive

- c. Good internet connection
- d. Microsoft Office (Word, Power Point, Excel)
- e. Adode (PDF) Flashplayer
- f. Windows Media Player
- g. Internet browser (i.e., Google Chrome, Mozilla Firefox)
- h. Blackboard's Respondus LockDown Browser

4. LockDown Browser + Webcam Requirement

- a. This course requires the use of LockDown Browser and a webcam for online quizzes and exams. The webcam can be the type that is built into your computer or one that plugs in with a USB cable. Watch this brief video to get a basic understanding of LockDown Browser and the webcam feature.

- <https://www.respondus.com/products/lockdown-browser/student-movie.shtml>

b. Download Instructions

- Download and install LockDown Browser from this link:<https://download.respondus.com/lockdown/download.php?id=586140509>
- Once Installed:
 - ◊ Start LockDown Browser
 - ◊ Log into Blackboard Learn
 - ◊ Navigate to the test
 - ◊ Note: You will not be able to access tests with a standard web browser. If this is tried, an error message will indicate that the test requires the use of LockDown Browser. Simply start LockDown Browser and navigate back to the exam to continue.

c. Guidelines

- When taking an online test, follow these guidelines:
 - ◊ Ensure you are in a location where you will not be interrupted
 - ◊ Turn off all other devices (e.g., tablets, phones, second computers) and place them outside of your reach
 - ◊ Before starting the test, know how much time is available for it, and that you have allotted sufficient time to complete it
 - ◊ Clear your desk or workspace of all external materials not permitted - books, papers, other devices
 - ◊ Remain at your computer for the duration of the test

- ◊ If the computer, Wi-Fi, or location is different than what was used previously with the "Webcam Check" and "System & Network Check" in LockDown Browser, run the checks again prior to the exam
 - ◊ To produce a good webcam video, do the following:
 - i. Avoid wearing baseball caps or hats with brims
 - ii. Ensure your computer or device is on a firm surface (a desk or table). Do NOT have the computer on your lap, a bed, or other surface where the device (or you) is likely to move
 - iii. If using a built-in webcam, avoid readjusting the tilt of the screen after the webcam setup is complete
 - iv. Take the exam in a well-lit room but avoid backlighting (such as sitting with your back to a window).

- d. Remember that LockDown Browser will prevent you from accessing other websites or applications; you will be unable to exit the test until all questions are completed and submitted.

- e. Getting Help
 - Several resources are available if you encounter problems with LockDown Browser:
 - The Windows and Mac versions of LockDown Browser have a "Help Center" button located on the toolbar. Use the "System & Network Check" to troubleshoot issues. If an exam requires you to use a webcam, also run the "Webcam Check" from this area
 - As applicable, insert information about your institution's help desk, including details about how to contact them. Some help desks want students to run the "System & Network Check" and the "Webcam Check" before they are contacted - and even, to forward the results of these checks at the time of opening a ticket.
 - Respondus has a Knowledge Base available from support.respondus.com. Select the "Knowledge Base" link and then select "Respondus LockDown Browser" as the product. If your problem is with a webcam, select "Respondus Monitor" as your product.
 - If you are still unable to resolve a technical issue with LockDown Browser, go to support.respondus.com and

select "Submit a Ticket". Provide detailed information about your problem and what steps you took to resolve it.

C. Assignment Policy

1. Students are required to hand in assignments in a timely manner.
 - a. Deadlines will be announced as assignments are programmed and requested.
 - b. Failure to hand in/complete an assignment in a timely manner will lead to a **2-point deduction each day the assignment is late (includes weekends and holidays)**.
 - i. If a legitimate reason/excuse (death, illness, etc.) prevents the student from handing the assignment on the due date, inform the instructor as soon as possible, bring the necessary documentation and considerations may be made, depending on situations, on an individual basis.
 - ii. **NO** make-up assignments will be offered.

c. Assignments are to be submitted as a pdf file, via Blackboard, in the available corresponding folder. They should be submitted with ALL calculations performed and corresponding units. Failure to do so will result in a point deduction according to the exercise values.

D. Quiz and Exam Policy

1. Quizzes and Exams will be offered online using Blackboard Respondus LockDown Browser.
2. No make-up exams or quizzes will be administered.
3. If an exam or quiz is missed the grade will be 0. All grades will be used for calculating the final grade, no grades will be dropped.
4. If a student cannot attend/take a test, quiz or final exam for a **university-acceptable excuse**, inform the instructor as soon as possible and a time will be arranged accordingly with the instructor's schedule. It is responsibility of the student to notify the instructor of any absence and to provide legitimate documentation of absence as per University regulations.

E. Attendance and Participation Policies

1. The student is expected to access Blackboard regularly (at least twice a week) for material availability, announcements, quizzes, etc.
2. The student should spend 2-3 hours a week studying the material and resources provided by the instructor (and book).
3. The student is expected and encouraged to actively participate in office hours sessions.
 - a. Multiple students may be scheduled for the same office hour session.

- b. If it is a private matter or you wish to discuss material or have questions and prefer to have a private online office hour session, please make sure to notify the instructor when appointment is being made.

F. Etiquette guidelines

1. Treat instructor and classmates with respect.
2. Address instructor and classmates properly and accordingly.
3. Use clear and appropriate language.
4. Vulgar/obscene language, discrimination for race, color, ethnicity, gender, political or religious views, and inappropriate conduct is ***prohibited*** in class.
5. The instructor reserves the right to ban the student from the online session if vulgar language is being used, if student is being disrespectful toward the instructor or classmates or exhibiting inappropriate conduct. This will be considered an absence. The student will be reported to the CLS program director.
6. Other etiquette guidelines (Netiquette) available through the following link:
 - a. [https://www.utep.edu/technologysupport/Files/docs/BB Netiquette-Guide-for-Online-Courses.pdf](https://www.utep.edu/technologysupport/Files/docs/BB%20Netiquette-Guide-for-Online-Courses.pdf)

G. Academic Integrity

There is a **zero-tolerance level** for academic dishonesty. Honesty and integrity are a critical aspect of your chosen profession, as well as patient confidentiality. Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but it's not limited to:

1. Cheating

This means:

- a. Copying from the homework, in-class work or exam paper of another student.
- b. Engaging in written, oral, or any other means of communication with another student during an exam or homework assignment or giving aid to or seeking aid from another student during a test.
- c. Possession and/or use of test material (class notes, books, reviews, outlines, or any other material) not authorized by the instructor or exam proctor during an exam or quiz.
- d. Using, obtaining, or attempting to obtain, by any means, a part of the whole test, test key, homework solution, computer program, and tests administered during past semesters.
- e. Substituting for another person or another person substituting one's self to take a test/quiz.

- f. Falsifying data, laboratory reports and/or other records or academic work offered for credit.

2. Plagiarism

This means:

- a. The appropriation, buying, receiving as a gift, or obtaining by any means another's work, ideas, processes, results, or words without giving appropriate credit. This includes intentionally, knowingly or carelessly, presenting the work of another as one's own; failing to credit sources used in a work product; attempting to receive credit for work performed by another; failing to cite the World Wide Web, databases and other electronic resources.
- b. The submission for credit of any work or material that is attributable (whole or in part) to another person (i.e., copying from another student).

3. Collusion

This means the unauthorized (secret or illegal) collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on scholastic dishonesty.

Proven violations of the detailed regulations, as printed in the *Handbook of Operating Procedures (HOP)* (available in the Office of the Dean of Students), may result in sanctions ranging from disciplinary probation, failing grades on the work in question, failing grade in the course, suspension or dismissal, among others.

H. Student Support

In case of needed assistance:

- 1. Helpdesk
 - a. <https://www.utep.edu/irp/technologysupport/>
- 2. Miner Learning Center
 - a. <https://www.utep.edu/mlc/>
- 3. University Library
 - a. <https://www.utep.edu/library/>

I. Accommodations

If you have a disability and need special accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, by email to cass@utep.edu, or visit their office located in UTEP Union East, Room 106. For additional information, please visit the CASS website at www.sa.utep.edu/cass.

J. University Counseling Center

If you have personal issues and feel like you need assistance, the university offers counseling services and resources. They are available online and in person through the Division of Student Affairs. You can access these services:

1. Online: <https://www.utep.edu/student-affairs/counsel/index.html>
2. By phone: 915-747-5302
3. Email: caps@utep.edu
4. In Person: Counseling Center
202 Union West
El Paso, Texas 79968

VII. Grading Policy

Evaluation Technique	%
Assignments	10%
Quizzes	10%
5 Partial Exams	12% each (60% total)
Final	20%
Total	100%

Grading Scale	Grade
90-100	A
80-89	B
75-79	C
70-74.9*	D*
69 or below*	F*
* A grade of 75 or above is required for admission to the CLS program.	