FCS 494 BEE – Fall 2007

Class meets in Klotz Student Health Center (SHC) Conference Room Wednesday 2:00 – 3:30 PM

Instructor: Dr. T. Lisagor, EdD. MS, RD
Office: SQ 200F
Phone: (818) 677-3119, or Family and Consumer Sciences Office: 677-3051 (Leave message)
Email: terri.lisagor@csun.edu (best way to reach me)
Course website: http://www.csun.edu/~lisagor/Class494.htm
Office Hours: Tuesday and Wednesday: 11-12:00; Thursday: 8:00 AM; or by appointment. You may also email questions.
Klotz Student Health Center website: http://www.csun.edu/~shcenter/

Course Description
This is a supervised practice course. Students develop skills in marketing nutrition services, providing health screening, performing nutritional assessment and counseling, analyzing the information and documenting nutrition services. Nutrition services are provided at Klotz Student Health Center, and may include Moorpark College Student Health Center, and the CSUN Fitness Center. The student completes the portfolio. The course consists of a minimum of 90 hours.

Required textbook

Access pdf of Klotz Student Health Center Privacy: http://www.csun.edu/~shcenter/privacy.htm

Course Objectives - During the semester students will:
♦ Work cooperatively to provide exemplary services at the health and fitness centers;
♦ Practice ethical behavior;
♦ Perform patient/client assessment, education and counseling;
♦ Document patient/client visit in the medical record;
♦ Identify and practice various health behavior theories used in counseling;
♦ Present case studies, accepting and providing feedback to others;
♦ Make presentations, provide interviews to the media, develop education materials;
♦ Prepare a log of hours using excel spreadsheet and submit it the 1st and 15th of each month;
♦ Prepare and present a portfolio to the class; one copy will remain at CSUN.

Client appointments begin September 6th (8 days after our first class) and end December 7th (last formal class meeting).

* Boise State University Peer Education logo

Evaluation (Earning the Grade You Want): See Grade Guidelines on our class website.
Grading:
FES 494BEE grade is based upon the quality and quantity of the following:

1. Complete minimum of 90 hrs:
   - 22 hrs attending PNC class (our weekly 1.5 hour class)
   - 68 hrs of outside-of-class activities, including the following:
     - Nutrition assessment and counseling (4 hours/week x 15 = 60 hours)
     - Report writing and marketing/health promotion activities
     - Up to 4 hours may include:
       - Attending (provide written documentation) the Resume Writing & Interviewing Skills Workshops at the CSUN Career Center or
       - Completing Excel class at CSUN

2. Schedule four hours each week (office hours) for nutrition counseling; complete a minimum number of 15 counseling sessions. Counseling sessions will include SOAP notes and will demonstrate use of nutrition therapy. Failure to keep scheduled appointment(s) will result in a reduction in your grade.

3. Within 24-48 hours of seeing your client, you will provide a SOAP notes to professor. These can be emailed to the professor. Student must demonstrate proficiency in completing the required components of a SOAP note.

4. Develop/complete a portfolio containing the following items:
   - Résumé
   - Statement of professional philosophy
   - PNC client case study
   - Marketing plan
   - Newsletter article or approved nutrition education/counseling sheet and other items that demonstrate abilities/skills.
   - The portfolio will be retained and kept on file in the FCS Department.

5. Use Excel to prepare time sheets (include formulas) that are emailed to the instructor 1st and 15th of each month throughout the semester.

6. Participate in various on-campus activities that promote health and raise awareness of healthy lifestyle and the Health Center programs. Programs include Health Fair, nutrition education display/program at residential halls, University Counseling Center, Women’s Center or other campus sites, publish nutrition/food article in Sun Dial or SHC Newsletter, athlete counseling walk-in appointments, work with a CSUN Sports Team, participate in a TV or radio program or suggest other ideas.

7. Analyze assessment data and provide evidence of counseling theories in SOAP notes

8. Demonstrate evidence of counseling theories and Nutrition Care Process including nutrition diagnosis in quiz.
Criteria for Evaluation

<table>
<thead>
<tr>
<th>PROPER DOCUMENTATION</th>
<th>Points</th>
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<tbody>
<tr>
<td>SOAP notes</td>
<td>100</td>
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<tr>
<td>Proper spelling</td>
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<tr>
<td>Calculations of BMI, REE, TEE</td>
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<tr>
<td>Interpretation of medications</td>
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<tr>
<td>Number, complexity of patients</td>
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<tr>
<td>Incorporate nutrition diagnosis, stage of change,</td>
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<tr>
<td>Problem-solving with client</td>
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<tr>
<td>Measurable recommendation</td>
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<td>Proper coding in “PyraMed”</td>
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Quiz 30
Leadership/participant in PNC marketing projects/programs 50
- E.g. Development of handout, bulletin board
Excel spreadsheet for time log, emailed on time, correct format 8
Portfolio 12

Total 200

Points subtracted when appointment or class is missed.

<table>
<thead>
<tr>
<th>Course grades will be based on percentage of total points achieved and will be assigned as follows:</th>
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<tbody>
<tr>
<td>93-100% A</td>
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<tr>
<td>90-92% A-</td>
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<tr>
<td>87-89% B+</td>
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<tr>
<td>83-86% B</td>
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<tr>
<td>80-82% B-</td>
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<tr>
<td>77-79% C+</td>
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<tr>
<td>73-76% C</td>
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<td>70-72% C-</td>
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<td>67-69% D+</td>
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<td>63-66% D</td>
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<tr>
<td>59-62% D-</td>
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<td>&lt;59% F</td>
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Student expectations:
1. Will be available during office hours for scheduled clients and walk-in appointments. If a counselor cannot fulfill his/her scheduled time at the SHC, then he/she must call both the Assistant Director of the SHC, Marianne Link, at 818-677-3690 and Dr. Lisagor at 818-677-3119. It is best to then try to find a replacement for yourself.
2. Will wear lab coat, name badge and meet patients in the 2nd floor waiting area.
3. Will not use work performed for another internship or class for PNC credit.
4. Students will arrive before class begins; if a class is missed, the student must make-up the 1.5 hours with PNC activities.

POLICIES
- Privacy is critical in the treatment of any patient. Therefore, we must strictly adhere to the policies established by CSUN. Refer to the privacy guidelines presented: http://www.csun.edu/~shcenter/downloads/privacy_practice.pdf. Any breach of adherence may result in a failure grade in PNC.
- MANDATORY: all SOAP notes must be submitted to professor within 24 hours of patient visit.
- Assignments are to be turned in at the beginning of the class period on the day they are due.
- The penalty for late assignments is 10% of the total points possible for each 24-hour period that it is late (starting at 9:00 on the day it is due and including weekdays that we do not have class).
- NO ASSIGNMENTS WILL BE ACCEPTED MORE THAN 2 DAYS AFTER THE DUE DATE.
- Put late assignments in my box in the FCS office. (Have it dated and signed by one of the office staff.)
- Assignments must be typed unless otherwise noted.
- Plagiarism and cheating will not be tolerated, and will result in an automatic” fail” in the course. The student may be subject to more severe University discipline. (Refer to the California Code of Regulations, Section 41301, Title 5, as found in the University catalog.)