

POST INDEPENDENT SCHOOL DISTRICT

Patient Care Technician Course Syllabus: Fall 2025 and Spring 2026

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This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description: Training, skills, and knowledge needed to gain employment as a Patient Care Technician in a healthcare setting.

Prerequisite(s): None

Student Learning Objectives:

Upon successful completion of this course, students will:

1. Demonstrate knowledge and correctly perform skills related to the Patient Care Technician
2. Demonstrate appropriate and safe professional behavior
3. Demonstrate preparedness to successfully pass the NHA exams for certification in PCT, EKG, and phlebotomy "South Plains College exists to provide personal, dynamic learning experiences empowering students to succeed."
4. If you read this, for a free 100, email me with the subject line "I read the syllabus"

Evaluation/Grading Policy:

A 90-100

B 80-89

C 75-79

D 70-74

F below 70

*A grade of C or above constitutes a passing grade in this course and in the PCT program. The average of the test grades, before weighted calculation is performed, must be 75% or above to sit for the final and to receive credit for this course. Please note: grades will not be rounded when calculating the average (74.5-74.9 is not rounded to 75 per the Nursing department handbook).

Graded Assessment Types:	Weights (%)
PCT skills performance	=60%
EKG assignments, tests, and skills	=20%
PCT/phlebotomy assignments	=20% Final grade
	=100%

The current average posted in the blackboard course site is a calculated grade that represents your current course grade average based on the work you have turned in. It will not calculate correctly if you have missed assignments that have not been filled in with a zero.

Required Instructional Materials:

Textbook: Townsend Little, Kimberly (2023). Fundamental Concepts and Skills for the Patient Care Technician, (second edition).

Publisher: Elsevier

NHA online study material

Minimum Technology Requirements:

- Reliable high-speed internet access
- Proper and safe use of healthcare equipment and supplies required for performing patient care as taught, practiced, and performed in skills lab.

Course Structure and Overview:

This is a 2-semester course with online and hands-on access to information to prepare the student for the role of Patient Care Technician in the healthcare setting. Students will be evaluated on their knowledge and performance of various required skills.

Communications:

- In person: Students will meet daily with instructor during class hour.

- Email: Please check your school email every day. Email is an additional form of communication for PCT students.
- Text message notifications: Communication with the instructor through text messaging is permissible during daytime hours.

Post High School Institutional Course Policy: i.e. student attendance, withdrawal, late assignments, and cell phone usage, etc.

Course timeline:

Face to face class meeting: Mondays, Tuesdays, Wednesdays, and Thursdays for a 52-minute period.

Clinicals:

Schedule per Hospital PCT scheduling coordinator.