



SRGT-1360-101C3-SP2026

## Clinical - Surgical Technology/Technologist

### Course Information

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#### Spring 2026 Semester

**Start/End Date:** 01/12/26 - 05/07/26 **Day(s):** TTH **Start/End**

**Time:** 06:30AM - 03:00PM **Room:** STEM 220 **Instructional Method:** CLIN

Key:

LEC-Lecture, LAB-Lab, ILEC-Internet Lecture, ILAB-Internet Lab, HLEC-Hybrid Lecture, HLAB-Hybrid Lab, CLIN-Clinical, Coop-Cooperative Education, INTR-Internship, PRAC-Practicum

### Instructor Information

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Clevonna Agboyibor

**Phone:** 409.933.8689

**Email:** cagboyibor@com.edu

**Office Hours:** Monday, Wednesday and Friday 9 AM - 4 PM

**Location:** STEAM 2nd Floor 225-40

**Additional Information:**

Tuesdays and Thursdays are designated clinical days for Surgical Technology students. During these times, I will be off campus visiting various clinical sites. If you need to meet with me on campus, please schedule an appointment in advance so I can make arrangements to be available.

### Additional Course Information

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This course allows the student to apply what they have learned in the program curriculum to practical use in a healthcare facility under the direct supervision of a preceptor on the site. Through the externship experience, the student gains first-hand knowledge of the workplace and performs the assigned duties to meet the expectations in a professional setting. Students are expected to adapt to the work environment and reflect regularly on their learning and observations. The externship work performed is not to be paid.

## Required Textbook and Materials

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**Title: Board Vitals NBSTSA Surgical Technology Board Review Questions and Practice Test**

**Edition:** Master 6 Months

**Additional Information:**

-\$179.00 per student; <https://www.boardvitals.com/>

**Title: Gold Student Exam Bundle Packages**

**Authors:** AST

**Edition:** Gold Bundle

**Additional Information:**

Include 1-year Association of Surgical Technology membership (AST), Study guidebook, and National Certification Exam Fees. \$247.00 per student; <https://www.ast.org/>

**Title: Brightspace D2L**

**Additional Information:**

We will be using Brightspace D2L for this course, so you will need access to a computer and the Internet. There is also a mobile-friendly app and can be used on your phone or tablet through the or a mobile browser!

**Title: Computers**

**Additional Information:**

You will need a computer with audio and video capabilities. Exams may be given online and require a webcam and microphone. Most of the tests will be in person, but there may be times you are asked to take a proctored exam remotely. You may take your exams on campus, and computers are in the library and tutoring center.

## Course Description

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A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical

professional.

## Course Requirements

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- Attend all classes.
- Perform all assigned independent duties competently and efficiently as allowed by the state and federal laws.
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- Apply critical thinking and problem-solving skills in performing work duties and responsibilities.
- Communicate effectively with patients and members of the healthcare team.
- Demonstrate adaptability to various types of work environments.
- Demonstrate awareness of cultural diversity and show respect and tolerance in business/professional environments.
- Articulate the professional and ethical expectations of a professional.
- Reflect on personal strengths and weaknesses, strategies for time management, process documentation, assessment of readiness for workforce, and personal/attitudinal changes.

## Determination of Course Grade/Detailed Grading Formula

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The Surgical Technology program utilizes this course grading scale:

- 90-100% = A
- 80-89% = B
- 75-79% = C
- 65-74% = D
- 64% or below = F

Note: A minimum passing grade of C or 75% is required for successful completion of the course.

## Late Work, Make-Up, and Extra-Credit Policy

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Late assignments are not accepted for any course in the Surgical Technology Program. Students are responsible for completing all assignments and are responsible for any course content missed by absence or tardiness.

## Attendance Policy

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Students must attend and participate in every session of all classes for which they are registered. Regular attendance is a critical component to being successful in courses. Students should consult their instructors when it is necessary to miss a class beforehand. COM (College of the Mainland) (College of the Mainland) recognizes no excused absences other than those prescribed by law: religious holy days and military service. Students are expected to attend all didactic and lab classes.

Excessive absences (including arriving late and leaving early) prevents the student from meeting the objectives of the course and the Program. If a student is absent, they must contact the faculty before the start of class and explain the situation. A student who misses more than two (2) class periods will be given a written warning for excessive absences. A student who misses three (3) or more class periods is considered unable to complete the program objectives and can be removed from the class by an instructor-initiated withdrawal.

A student not in class at the given start time will be considered tardy. A student over ten (10) minutes late may be refused entry into the class for that period at the instructor's discretion. Entering class late or leaving early disrupts the class and is disrespectful to faculty and peers. Class activities missed during the absence may not be made up. Excessive tardiness will result in remediation. A student who cannot successfully complete a remediation plan due to excessive tardiness, can be removed from the class by an instructor-initiated withdrawal.

Extenuating Circumstances can be discussed with Program faculty.

## Communicating with Your Instructor

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ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statement requiring monitoring and communication expectations via D2L or other LMS)

- ALL electronic communication with the instructor must be through your COM (College of the Mainland) (College of the Mainland) (College of the Mainland) email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statement requiring monitoring and communication expectations via D2L or other LMS)
- The best way to reach your instructor is to email me at [cagboyibor.com.edu](mailto:cagboyibor.com.edu) will respond to emails within two days of receiving them.
- However, if you need to contact me immediately, please feel free to contact me by calling 409.933.8689

## Academic Dishonesty

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Any academic policy incident will be dealt with in line with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams is an extremely serious offense and will result in a grade of zero on the exam and the student will be referred to the Office of Student Conduct for appropriate discipline action. <http://www.com.edu/student-services/student-handbook.php>

Plagiarism Statement:

Plagiarism is using someone else's words or ideas and claiming them as your own. Plagiarism is a very serious offense. Plagiarism includes paraphrasing someone else's words without giving proper citation, copying directly from a website, and pasting it into your paper, using someone else's words without quotation marks. Any assignment containing plagiarized material will receive zero, and the student will be referred to the Office of Student Conduct for appropriate discipline action.

## Student Concerns

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If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact **Lydia Wardell, Surgical Technology Program Coordinator** at [409.933-8199](tel:409.933.8199) or [lwardell@com.edu](mailto:lwardell@com.edu).

## Classroom Conduct Policy statement:

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The goal is that policies and procedures are enforced in a consistent and just manner. High ethical standards help ensure that the rights of students, faculty, and staff are protected. These policies are to be fair, equitable, and consistently applied, with the goal of promoting professionalism. Please refer to the COM Surgical Technology program handbook for classroom and clinical facility conduct expectations.

## Course Outline

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The course outline is a general plan for the course; deviations may be necessary and will be announced.

Week 1  Date:	On Site Learning Activities: <ul style="list-style-type: none"><li>• Externship Orientation completed prior to Week One on externship site. To be done upon acceptance into the program.</li><li>• Course syllabus reviewed and signed by both the student and instructor.</li><li>• Orientation on Externship Site</li><li>• Acknowledgement documents from externship site signed.</li><li>• Complete Daily Case and Competency Document each day.</li></ul>	Read: Policies and procedures provided by the externship site.  Knowledge Assessments:  Journal #1  Write a journal to set the goals and expectations of Externship experience as they relate to the course objectives.
Week 2  Date:	On Site Learning Activities: <ul style="list-style-type: none"><li>• Perform duties and responsibilities as assigned by site supervisor.</li><li>• Perform any other learning as required by the instructor of the course.</li><li>• Complete Daily Case and Competency Documents each day.</li></ul> Daily Activities throughout this semester: <ul style="list-style-type: none"><li>• Surgical Attire- don mask, shoe covers, hat, and surgical scrubs.</li></ul>	Knowledge Assessments:  Take notice of the differences between sterile and nonsterile during the opening process for a surgical procedure.  Journal # 2  Reflect on the first two (2) week's experience to assess

	<ul style="list-style-type: none"> <li>• Protective Eyewear or Face Shields.</li> <li>• Damp-dust lights and other furniture.</li> <li>• Routine Hand Washing.</li> <li>• Organize room by arranging furniture and equipment.</li> <li>• Check function of basic and specialty equipment.</li> <li>• Check surgeons' preference card.</li> <li>• Place packs using aseptic technique.</li> <li>• Dispense supplies to sterile field.</li> <li>• Surgical hand scrub (using the counted or timed method).</li> <li>• Dry your hands and arms using aseptic technique.</li> <li>• Gown self and gowning and gloving others.</li> <li>• Remove gown and gloves.</li> <li>• Demonstrate draping the mayo stand using aseptic technique.</li> <li>• Arrange sponges, needles, sharps, instruments and other.</li> <li>• Apply blades to scalpel handles.</li> <li>• Counting items before case starts.</li> <li>• Break down sterile field (after patient is out of room) ONLY if asked.</li> </ul>	<p>personal strengths and weaknesses as revealed on the job.</p>
Week 3	On Site Learning Activities:	Knowledge Assessments:
Date:	<ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	<p>Take note of the various surgical hand scrub agents and which one (1) you prefer to use and why?</p> <p>As a ST student of COM, <b>you are not allowed</b> to use the</p>

		<p>surgical hand rub of any kind. Most hospitals do not want students to use this form of hand preparation before gowning and gloving.</p>
<p>Week 4</p> <p>Date:</p>	<p>On Site Learning Activities:</p> <ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	<p>Knowledge Assessments:</p> <p>Case Reference Journal:</p> <p>Write a detailed case report outlining the preoperative and postoperative care of the operating room itself, NOT THE PATIENT.</p> <p>Case Reference Journal</p> <p>1. Write a detailed case report outlining the preoperative, intraoperative, and postoperative care of the patient during one (1) surgical procedure.</p>
<p>Week 5</p> <p>Date:</p>	<p>On Site Learning Activities:</p> <ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	<p>Knowledge Assessments:</p> <p>Journal #3</p> <p>What have you observed at the externship site that impressed significantly?</p>



		Why was it so significant?
Week 6  Date:	On Site Learning Activities: <ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	Knowledge Assessments:  Career Exploration:  Complete one of the following. Look up careers that you can do as a Certified Surgical Technologist. What doors or careers will this degree open doors for you?  Use any of the following resources. <ul style="list-style-type: none"> <li>• Network- online search.</li> <li>• Inquiry- ask a preceptor.</li> <li>• Application- Job website accepting applications.</li> </ul>
Week 7  Date:	On Site Learning Activities: <ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	Knowledge Assessments:  Case Reference Journal  Write a detailed case report outlining the preoperative, intraoperative, and postoperative care of a different patient than in week five (5). Pick a different surgical procedure than the previously chosen one.
Week 8  Date:	On Site Learning Activities: <ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> </ul>	Knowledge Assessments:  Essay #1:  Write an essay of 150-300 words to discuss your attitude

	<ul style="list-style-type: none"> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	<p>toward your chosen career field.</p> <p>Has the externship experience changed your passion for the field?</p> <p>If so, in what ways?</p> <p>If not, how do you like your field?</p> <p>Journal #4</p> <p>Now that you have been in the operating room for almost half of the time.</p> <p>What are some lessons you have learned?</p>
<p>Week 9</p> <p>Date:</p>	<p>On Site Learning Activities:</p> <ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	<p>Knowledge Assessments:</p> <p>Journal #5</p> <p>a. How are you doing with time management?</p> <p>b. What did you do well?</p> <p>c. Where can you make further improvement?</p>
<p>Week 10</p> <p>Date:</p>	<p>On Site Learning Activities:</p>	<p>Knowledge Assessments:</p>

	<ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	<p>Journal #6</p> <p>Did you see anything that was done differently than what you learned in school?</p> <p>If not, how did your learning in school prepare you for the work you are currently doing?</p>
<p>Week 11</p> <p>Date:</p>	<p>On Site Learning Activities:</p> <ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	<p>Knowledge Assessments:</p> <p>Case Reference Journal</p> <p>Write a detailed case report outlining the process of the surgical department.</p> <ul style="list-style-type: none"> <li>• The process of scheduling a patient for surgery.</li> <li>• The process of preparing for the next day surgical schedule.</li> <li>• Preparing case cart or O.R. room for the next day, pulling suture, and supplies, etc.</li> </ul>
<p>Week 12</p> <p>Date:</p>	<p>On Site Learning Activities:</p> <ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	<p>Knowledge Assessments:</p> <p>Journal #7</p> <p>How do you think you are doing as a contributing member of the surgical team at the workplace?</p>

Week 13	On Site Learning Activities:	Knowledge Assessments:
Date:	<ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> </ul>	Continue daily activities throughout this semester noted in week 2.
Week 14	On Site Learning Activities:	Knowledge Assessments:
Date:	<ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	<p>Journal #8</p> <p>What have you learned about computer documentation in the perioperative environment?</p> <p>What have you notice about being compliant with hospital standards and policies from the staff?</p>
Week 15	On Site Learning Activities:	Knowledge Assessments:
Date:	<ul style="list-style-type: none"> <li>• Perform duties and responsibilities as assigned by site supervisor.</li> <li>• Perform any other learning as required by the instructor of the course.</li> <li>• Complete Daily Case and Competency Documents each day.</li> <li>• Continue daily activities throughout this semester noted in week 2.</li> </ul>	<p>Essay #2</p> <p>Write an essay of 150-300 words to summarize your learning experience on the externship site.</p> <p>Answer the questions:</p> <p>1. What are the 3-5 most important things you have learned in the operating room</p>

		that would impact you as a professional in the field?
		2. Why are these things important?
Week 16	Assignment for last week of extern rotation:	Knowledge Assessments:
Date:	Reflective Journal #10	
	<ul style="list-style-type: none"> <li>Draft a Thank You letter to the Site Supervisor and/or Preceptor. This is a kind jester to show appreciation.</li> </ul>	Journal #9
	Turn in all Reflective Journals from the entire semester. There should be a total of nine (9) journals.	How well did you adapt to the work environment?
		What would you share with the students of the next class?

## Accreditation Information

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The College of the Mainland Surgical Technology program is seeking accreditation by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) along with Accreditation Review Committee on Education in Surgical Technology/Surgical Assisting (ARC-STSA).

## Withdrawal Policy

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**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the **December Mini session is December 23**. The last date to withdraw from the **1st 8-week session is February 25**. The last date to withdraw from the **16-week session is April 20**. The last date to withdraw for the **2nd 8-week session is April 29**.

## FN Grade

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**FN Grading:** The FN grade is issued in cases of failure due to a lack of attendance, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

## Institutional Policies and Guidelines

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**Grade Appeal Process:** Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook: <https://www.com.edu/student-services/student-handbook.html>. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: [AccessibilityServices@com.edu](mailto:AccessibilityServices@com.edu)

Location: COM Doyle Family Administration Building, Student Success Center

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**Resources to Help with Stress:** If you are experiencing stress or anxiety about your daily living needs, including food, housing, or just feel you could benefit from free resources to help you through a difficult time, please click here: <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at [deanofstudents@com.edu](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).

**Nondiscrimination Statement:** The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.

## Concerns/Questions Statement

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Please contact the instructor regarding any issues or concerns about the course.

College of the Mainland is committed to providing an educational climate that is conducive to the personal and professional development of everyone. To ensure our commitment, the College has developed procedures for students to address their concerns within the college community. A student who has an unresolved disagreement with a faculty or staff member, another student, a student group, or dissatisfaction with the service received may initiate a complaint without prejudicing his or her status with the College. Please review the Surgical Technology Student Handbook and the [COM Student Handbook](#) for the process.

## Disclaimers / Additional Policies

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Course policies are subject to change. It is the student's responsibility to check Brightspace/D2L for corrections or updates to the syllabus. Any changes will be posted in Brightspace/D2L.

The Surgical Technology Program courses build upon each other. The ARRT board exam covers ALL content taught in the program. In each course, there will be test questions from prior modules and prior classes.

Please refer to the Surgical Technology Student Handbook for more information on specific program policies and additional clinical requirements.