



# Atlantic Technical College Mental Health Technician Program Syllabus 2024-2025



<p><b>Instructor Name:</b> Carolyn Khan RN BSN  <b>Department Name:</b> Health Science  <b>Office/Classroom Location:</b> Bldg. 5, Room 272  <b>Phone Number:</b> 754-321-5158  <b>Email Address:</b> <a href="mailto:carolyn.khan@browardschools.com">carolyn.khan@browardschools.com</a></p>	<p><b>Instructor Office Hours:</b>  <b>Monday-Friday:</b> 2:00pm – 3:15pm  <i>Instructor responses to student inquiries will be provided within 24 hours of regular school operating hours:  Monday – Friday, 7:00am – 3:15pm.</i></p>
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<p><b>Student Hours:</b>  <b>Monday – Friday</b>  <b>Class Hours:</b> 7:05 am – 1:50 pm  (Clinical hours may vary according to facility/agency)  <b>Break:</b> 9:05am – 9:20am  <b>Lunch:</b> 11:05am – 11:35am  Note: It is important that students come to school on time and follow school policies regarding attendance, tardiness, makeup work, dress code, conduct and professionalism. Please refer to the ATC Student Handbook; ATC Code of Conduct; &amp; the Mental Health Technician Program Student Handbook.</p>	<p><b>Program Name: Mental Health Technician</b>  <b>Program Description:</b> The purpose of the program is to prepare students for employment as Mental Health Technicians, Psychiatric Aids or Technicians, and Nursing Assistants. Mental Health Technicians work in a variety of healthcare facilities under the supervision of a psychiatrist, registered nurse, counselor, or social worker and participate in the development and implementation of basic nursing care and therapeutic treatment plans for patients with mental health issues. Students will receive training in physical assessment, psychiatric and substance use disorders, developmental disabilities, health/wellness education, emergency and crisis intervention, and basic nursing assistant skills. Upon successful completion of the program, students will have the opportunity to take the Certified Nursing Assistant (CNA) examination given by the Florida Board of Nursing.  <b>Program Requirements:</b> Attend an ATC Health Science Orientation; Achieve Basic Skills Testing (<b>Reading 9, Math 9, and Language 9</b>) or an exemption. Meet with the Program Counselor. For onsite clinical healthcare facilities: Negative Drug Screen; Level 2 Background Clearance, Immunizations, and Health Physical will be required.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">OCs</th> <th style="text-align: center;">Course Names</th> <th style="text-align: center;">Hours</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">A</td> <td>HSC0003 – Basic Healthcare Worker</td> <td style="text-align: center;">90</td> </tr> <tr> <td style="text-align: center;">B</td> <td>HCP0121 – Nurse Aide and Orderly (articulated)</td> <td style="text-align: center;">75</td> </tr> <tr> <td style="text-align: center;">C</td> <td>HCP0810 - Mental Health Technician</td> <td style="text-align: center;">315</td> </tr> </tbody> </table>	OCs	Course Names	Hours	A	HSC0003 – Basic Healthcare Worker	90	B	HCP0121 – Nurse Aide and Orderly (articulated)	75	C	HCP0810 - Mental Health Technician	315
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**Technical College Policy/Adult Student Attendance:**

- A student must be withdrawn after being absent for six (6) consecutive days.
- Two (2) additional absences may be allowed under certain circumstance with appropriate documentation.
- Please refer to the Student Handbook for high school students and postsecondary students. <http://www.atlantictechcollege.edu/atc-student-handbook/>

**Magnet High School/Attendance Policy:**  
A student who has had at least five unexcused absences, or absences for which the reasons are unknown, within a calendar month, or 10 unexcused absences, or absences for which the reasons are unknown, within a 90-calendar-day period, may be exhibiting a pattern of non-attendance according to (F.S. 1003.26 (1) (b)) and the School Board of Broward County, Policy 5.5.

<p><b>Required Book(s) and/or Online Access:</b> Available for purchase at the ATC Bookstore:</p> <ul style="list-style-type: none"> <li>• AES Core Curriculum Access Code</li> <li>• BLS For Health Care Providers</li> <li>• <i>Psychiatric Mental Health Nursing</i>, Videbeck, 8th Edition</li> <li>• <i>Nursing Assisting: A Foundation in Caregiving</i>, Hartman 5th Edition, Text and Workbook</li> </ul>	<p><b>Required Materials/Supplies:</b> Purchased from ATC Bookstore- <i>(some items only for health care facilities, check with Instructor)</i></p> <p>CPR Valve</p> <ul style="list-style-type: none"> <li>• Wrist Watch with second hand</li> <li>• USB drive</li> <li>• Uniform: ATC logo Caribbean Blue scrub top</li> <li>• ATC logo t-shirt (optional)</li> <li>• Stethoscope (optional)</li> </ul> <p>Not Purchased from ATC Bookstore:</p> <ul style="list-style-type: none"> <li>• Shoes: black or white shoes, sneakers with white or black ankle socks to match shoes</li> <li>• Uniform: Caribbean Blue Cherokee scrub bottom</li> <li>• White nylon long sleeve shirt to wear underneath uniform scrub top (optional) and/or Scrub Jacket (White, or Caribbean Blue) to wear over uniform for cold weather days. (optional)</li> </ul>																		
<p><i>All required books and most materials/supplies can be purchased from the ATC bookstore. Stop by during operational hours for pricing and purchasing information- please check with Instructor first before purchasing.</i></p>																			
<p><b>Grading System:</b></p> <table> <tr><td>A</td><td>90 - 100%</td></tr> <tr><td>B</td><td>80 - 89%</td></tr> <tr><td>C</td><td>70 - 79%</td></tr> <tr><td>D</td><td>60 - 69%</td></tr> <tr><td>F</td><td>0 - 59%</td></tr> <tr><td>I</td><td>Incomplete</td></tr> </table>	A	90 - 100%	B	80 - 89%	C	70 - 79%	D	60 - 69%	F	0 - 59%	I	Incomplete	<p><b>Virtual Program Specific Grading Information:</b></p> <table> <tr><td>Course Tests</td><td>90%</td></tr> <tr><td>Quizzes, Class Participation &amp; Professionalism</td><td>10%</td></tr> <tr><td>Clinical (includes Simulation &amp; Labs)</td><td>Pass/Fail (S or U)</td></tr> </table> <p><i>Note: Postsecondary students with disabilities must self-identify, present documentation, request accommodations if needed, and develop a plan with their counselor.</i></p>	Course Tests	90%	Quizzes, Class Participation & Professionalism	10%	Clinical (includes Simulation & Labs)	Pass/Fail (S or U)
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<p><b>Online Course Grading Policy:</b> Online students' grades and attendance are based on the following:</p> <ul style="list-style-type: none"> <li>• Scheduled assignments are due by 7:00am on the day they are due. Late submission of work will affect the assignment grade.</li> <li>• Students assume full responsibility for the content and integrity of submitted work. As the guiding principle of academic integrity, a student's submitted work, examinations, reports, projects, etc. must be their own.</li> <li>• Unless otherwise stated by the instructor, physical or digital references including books, charts, graphs, diagrams, photos, notes or calculators may not be utilized during assessments or exams. Blank scratch paper will be permitted during certain assessments.</li> <li>• Exams may include an oral or lab/skills component and exams used for determining competency will be delivered in a proctored environment or lockdown browser.</li> </ul>																			
<p><b>View Your Grades:</b> <b>Grades can be viewed online by following the directions below:</b></p> <ol style="list-style-type: none"> <li>1. Go to Clever SSO Website link: <a href="http://www.clever.com/in/browardworkforce">www.clever.com/in/browardworkforce</a> and login:       <ol style="list-style-type: none"> <li>a. Username: 10-digit student ID number</li> <li>b. Password: PMM/DD/YYYY (or your personally created password after initial login)</li> </ol> </li> <li>2. Click on the FOCUS app on your Clever opening page. (You may need to scroll-down the page to see the FOCUS app.)</li> <li>3. Enter your FOCUS username and password. <i>NOTE: If the Focus App. is not visible after logging into Clever, please navigate to the Broward Focus website directly: <a href="https://broward.focusschoolsoftware.com/focus/">https://broward.focusschoolsoftware.com/focus/</a>.</i></li> </ol>																			
<p><b>Classroom/Lab Rules:</b> See <i>Mental Health Technician Handbook</i></p>																			

<p><b>Industry Certification &amp; State Credential Exam Cost:</b></p> <ul style="list-style-type: none"> <li>• Upon passing the Certified Nursing Assistant licensure exam <b>and</b> skills test, students can become a Certified Nursing Assistant- \$155.00 Prometric CNA application \$97.00 FL DOH CNA Digital Fingerprinting</li> <li>• Students may also be eligible after graduation from the program and further work experience of 1,000 hours of competency in the fields of mental health or substance abuse to obtain Florida Board Certification as a Behavioral Health Technician-\$100.00.</li> </ul> <p><i>You may qualify for certification reimbursement of your exam cost(s) upon passing. Credential fees are subject to change.</i></p>	<p><b>Outstanding Student Recognition Information:</b></p> <p>A gold seal will be applied to a Program Completion Certificate or an Applied Technology Diploma if the student has earned a 3.5 GPA or higher in their Career and Technical Education (CTE) classes.</p>
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**Program Name: Mental Health Technician**

<p><b>Course Number:</b> HSC0003  <b>Course Name:</b> Basic Healthcare Worker  <b>Occupational Completion Point:</b> A  <b>Intended Outcomes:</b> (From FL DOE Curriculum Framework)  Student will be able to:</p> <ul style="list-style-type: none"> <li>• Demonstrate knowledge of the healthcare delivery system and health occupations.</li> <li>• Demonstrate the ability to communicate and use interpersonal skills effectively.</li> <li>• Demonstrate legal and ethical responsibilities.</li> <li>• Demonstrate an understanding of and apply wellness and disease concepts.</li> <li>• Recognize and practice safety and security procedures.</li> <li>• Recognize and respond to emergency situations.</li> <li>• Recognize and practice infection control procedures.</li> <li>• Demonstrate an understanding of information technology applications in healthcare.</li> <li>• Demonstrate employability skills.</li> <li>• Demonstrate knowledge of blood borne diseases, including HIV/AIDS</li> <li>• Apply basic math and science skills.</li> </ul>
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<p><b>Course Number:</b> HCP0121  <b>Course Name:</b> Nurse Aide and Orderly (articulated)  <b>Occupational Completion Point:</b> B  <b>Intended Outcomes:</b> (From FL DOE Curriculum Framework)  Student will be able to:</p> <ul style="list-style-type: none"> <li>• Use verbal and written communications specific to nurse assisting</li> <li>• Demonstrate legal and ethical responsibilities specific to nurse assisting</li> <li>• Perform physical comfort and safety functions specific to nurse assisting</li> <li>• Provide personal patient care</li> <li>• Perform patient care procedures</li> <li>• Apply principles of nutrition</li> <li>• Provide care for geriatric patients</li> <li>• Apply the principles of infection control specific to nursing assisting</li> <li>• Provide biological, psychological, and social support</li> <li>• Perform supervised organizational functions, following the patient plan of care</li> <li>• Assist with restorative (rehabilitative) activities</li> </ul>
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**Course Number:** HCP0810

**Course Name:** Mental Health Technician

**Occupational Completion Point:** C

**Intended Outcomes:** (From FL DOE Curriculum Framework)

Student will be able to:

- Demonstrate and implement knowledge of mental health, mental illness, including substance use/ abuse and addiction.
- Identify the spectrum of interventions and treatment for mental health problems and the types of delivery of care in the stabilization and rehabilitation of the mental health patient.
- Demonstrate an understanding of various mental health disorders, observable signs and symptoms and general interventions to be implemented by the mental health technician.
- Provide therapeutic communication, knowledge of therapeutic relationships, and support for the mental health patient.
- Perform skills and documentation related to caring for and supervising the mental health patient in various types of treatment settings.
- Implement crisis intervention techniques and emergency services, if necessary, in the mental health setting.
- Participate as a member of a multidisciplinary team in the planning and implementation of care and treatment for individual patients.
- Provide patient education and information on the various resources and support groups available for the mentally ill, substance using or addictive client and family members.
- Conduct individual, group and family presentations / discussions to facilitate patient recovery and wellness.
- Perform pharmacological aspects of care as directed (residential and assisted living facility settings).