

**CLINICAL & DIAGNOSTIC SCIENCES
WINTER 2018**

COURSE: **MLS 4160 – HEMATOLOGY LECTURE**
TIME: **T-Th 10:00-11:47**
LOCATION: **2086 Human Health Building (HHB)**
INSTRUCTOR: **Dr. Lynne Williams**
 3161 HHB Office Hours:
 T: 9:00-9:45; 11:50-12:50 or
 248-364-8689 by appointment
 jllwillia@oakland.edu

Description:

This course will provide the student with an introduction to the medical discipline of hematology. Topics covered include erythrocyte and leukocyte production, structure, biochemistry, physiology and pathophysiology. All quizzes and exams must be taken at the scheduled time. Exceptions will be considered on an individual basis and must be approved in advance by the instructor.

Required Text:

Clinical Laboratory Hematology, McKenzie & Williams, 3rd ed. Pearson Publishers, 2015

Class Policies:

- 1. Academic conduct policy:** All members of the academic community at Oakland University are expected to practice and uphold standards of academic integrity and honesty. Academic integrity means representing oneself and one's work honestly. Misrepresentation is cheating since it means students are claiming credit for ideas or work not actually theirs and are thereby seeking a grade that is not actually earned. Following are some examples of academic dishonesty:
 - a. Cheating on examinations. This includes using materials such as books and/or notes when not authorized by the instructor, copying from someone else's paper, helping someone else copy work, substituting another's work as one's own, theft of exam copies, or other forms of misconduct on exams.
 - b. Plagiarizing the work of others. Plagiarism is using someone else's work or ideas without giving that person credit; by doing this, students are in effect claiming credit for someone else's thinking. Whether students have read or heard the information used, they must document the source of information. When dealing with written sources, a clear distinction should be made between quotations (which reproduce information from the source word-for-word within quotation marks) and paraphrases (which digest the source of information and produce it in the student's own

words). Both direct quotations and paraphrases must be documented. Even if students rephrase, condense or select from another person's work, the ideas are still the other person's, and failure to give credit constitutes misrepresentation of the student's actual work and plagiarism of another's ideas. Buying a paper or using information from the World Wide Web or Internet without attribution and handing it in as one's own work is plagiarism.

2. **Add/Drops:** The university policy will be explicitly followed. It is the student's responsibility to be aware of deadline dates for dropping courses.
3. **Special Considerations:** Students with disabilities who may require special considerations should make an appointment with campus Disability Support Services, 106 North Foundation Hall, phone 248 370-3266. Students should also bring their needs to the attention of the instructor as soon as possible. For academic help, such as study and reading skills, contact the Academic Skills/Tutoring Center, 103 North Foundation Hall, phone 248 370-4215.
4. **Attendance:** In accordance with professional behavior, it is expected that you will attend course lectures/labs. If you are unable to come to a class, professional courtesy asks that you send an email (jlwillia@oakland.edu) explaining your absence. Students should arrive on time for class and are expected NOT to leave early. Points will be deducted for repeated abuses of the attendance policy. Students must turn off communication devices before entering the classroom. **NO** texting is allowed during class. I will confiscate any personal communication devices that are inappropriately used during the scheduled class time. Potential personal emergencies must be discussed with the instructor prior to the beginning of class. Portable computers may be used **only** for note taking relative to this specific class. **Communication devices may not be brought to examinations.**
5. **Assignments must be turned in at the beginning of class to receive credit.** Assignments turned at any other time during class will not be scored.
6. **Exams: You are expected to prepare for and take exams on the date and time scheduled.** Additional time for exams will not be allowed if you are tardy. You will receive a zero for missed exams or quizzes due to unexplained absences. All examinations will take place during scheduled lectures. Examinations will consist of a combination of multiple choice, matching, true/false questions and short answer questions. The examination questions will be based off the course objectives for each unit.

Students unable to take an examination due to extenuating circumstances should contact the instructor **immediately**. The decision to allow the make-up examination is at the discretion of the instructor. Students may be asked to provide supporting documentation. Examples of extenuating circumstances include: hospitalization of the student or an immediate family member, the death of an

immediate family member, jury duty or subpoena to appear in court. Immediate family members include parents, partners and children. It is the student's responsibility to request a make-up examination. Make-up exams typically contain additional short answer and essay questions than the examination given in lecture. If the university closes for weather related emergencies, natural disasters or public safety issues during a scheduled exam time, the examination will be rescheduled.

Grading:

The course is divided into the following major segments:

- I. General introduction, hematopoiesis
- II. Erythropoiesis, leukopoiesis
- III. Erythrocyte structure and function
- IV. Erythrocytic disorders
- V. Leukocyte structure and function
- VI. Leukocytic disorders

The course grade will be based on the following:

Exam I (Part I, II & III)	25%
Exam II (Part IV)	25%
Exam III (Parts V & VI)	25%
Quizzes & Assignments	25%

MEDICAL LABORATORY SCIENCES

WRITTEN JOURNAL REPORT GUIDELINES

REPORT: Typewritten preferred, double space; 4-5 pages

JOURNAL: Selection criteria:
1. Refereed
2. Any medical/health/laboratory science journal
3. Published within last 3 years

ARTICLE Selection criteria:
1. Pertinent to Hematology
2. Minimum length of 3 pages

CONTENT OF REPORT:

1. Who - author(s)
2. What - topic
3. When - date and time frame of research
4. Where - journal; place of research
5. Why - purpose of research/investigation
6. How - methods used
7. Conclusions - of author(s)
8. Your opinion - critique - what did you learn?
 - a. clarity
 - b. logical - sequencing
 - c. appropriately referenced
 - d. expertise of author

NOTE: These are to be research articles: as such, they should have an “Introduction”, “Methods and Materials”, “Results” and “Discussion”. Do not use a “review article” which will simply discuss a topic, even though these may appear interesting. The purpose of this exercise is to introduce you to the current research being conducted in these fields.

The original article is to be attached to the report. Any plagiarism will result in a 0.0 for the assignment. Articles must be summarized in the student’s own words.

The first article will be due no later than the Monday following mid-semester break. This will be evaluated and returned. The second article is due no later than the last day of the regularly scheduled class, and will be graded.