Walters State Community College Course Syllabus

Course Information

Course Number and Name: PTAT 2440 Biophysical Agents for the PTA
Section ID: 80473.202380
Semester and Year: Fall 2023
Credit Hours: 4
Start Date: August 21, 2023
End Date: December 08, 2023
Course Format: CON - Conventional Methodology
Catalog Course Description: This course includes all current theory and practice of biophysical agents for the physical therapist assistant student. Emphasis will be placed on safe and effective application, physiological effects, intervention parameters and expected outcomes. 2 hours lecture/6 hours laboratory. **F**
Meeting Details: M; 12:30PM - 02:30PM; TECH 142 & W; 08:30AM - 03:00PM; TECH 142
Course Drop Deadline: October 27, 2023

Instructor Information

Name: Donna Cox, PTA
Role: Assistant Professor
Office Location: TECH 146
Office Hours: Contact Faculty
Office Phone: 423-585-6854
Email: Donna.Cox@ws.edu
PTA Required Clock Hours: 2 lecture hours and 6 lab hours weekly
Supervisor Name: Marisa Miller, PT
Supervisor Phone: 423-318-2722

Name: Donna Hepburn, PTA
Role: Adjunct Instructor
Office Location: Main

Office Hours: None
Office Phone: None
Email: Donna.Hepburn@ws.edu
Supervisor Name: Marisa Miller, PT
Supervisor Phone: 423-318-2722

Pre-requisites and Co-requisites

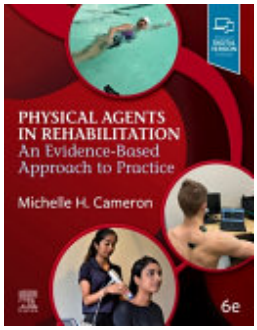
Prerequisites: Admission to PTA Program

Co-requisites: PTAT 2410, PTAT 2250

Additional Course Requirements/Details/Information

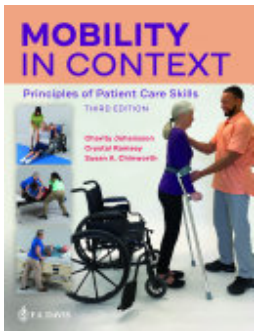
This course, PTAT 2440, Biophysical Agents for the PTA, is offered by the Division of Health Programs at WSCC as a course within the Physical Therapist Assistant Program

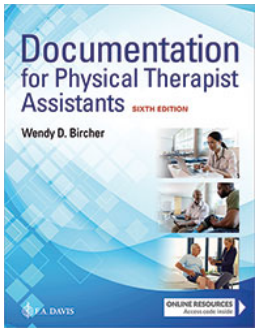
Required Textbook(s) and Materials



Physical Agents in Rehabilitation
ISBN: 9780323761949
Authors: Michelle H. Cameron
Publisher: Elsevier
Publication Date: 2022-04-01
Edition: 6th

Mobility in Context, 3rd ed
ISBN: 9781719647137
Authors: Charity Johansson, PT, PhD
Publisher: F.A. Davis
Publication Date: 2022-02-25
Edition: 3rd





Documentation for Physical Therapist Assistants
ISBN: 978-1-7196-4308-5
Authors: Wendy D Bircher
Publisher: F.A. Davis
Publication Date: 2021
Edition: 6th

PTA Student Handbook 2023-2024

Supplemental or Optional Materials

Students are required to have a computer with a microphone and camera

Zoom App
Kahoot App
PhysioU App
Ice Videos
Kinesioflash App

Student Learning Outcomes/Objectives

- **Course Outcomes:**

1. Student will understand physical agents commonly used by physical therapy clinicians including thermal agents, mechanical agents, and electrical agents

2. Student will apply appropriate physical agents using correct treatment parameters to provide a safe and effective treatment
3. Student will understand contraindications and precautions of physical agents as discussed in lecture and lab
4. Student will correctly document physical agent interventions used in simulated treatment sessions.

Academic Program Standards/Policies/Accreditation Information

Course Objectives:

A. Role of physical agents in rehabilitation:

1. Student will identify the categories of physical agents

2. Student will identify physiological effects of physical agents

3. Student will identify and describe general contraindications and precautions for the use of physical agents

4. Student will identify clinical indications for the use of physical agents

5. Student will demonstrate sound moral reasoning and professional ethics when selecting and applying physical agents

6. Student will understand correct steps to take in case of exposure to chemicals in classroom.

7. Student will utilize evidenced based resources in preparing collaborative peer presentation on correct use of assigned physical agent

B. Inflammation and Tissue Repair:

1. Student will Identify and describe the phases of tissue inflammation and repair and their relational time frame

2. Student will summarize the responses of the inflammatory phase

3. Student will relate phases and responses of inflammation to the use of physical agents

4. Student will identify and give examples of the cardinal signs of inflammation

5. Student will describe and understand the difference between acute and chronic inflammation.

6. Student will describe how physical agents affect or modify tissue healing. (7B)

7. Student will categorize the types of collagen present throughout wound healing

8. Student will compare systemic and local factors that influence healing

C. Pain:

1. Student will discuss importance of pain and why the PTA should be concerned with assessment of pain

2. Student will describe the mechanism of pain reception and how pain transmits to the CNS

3. Student will explain pain modulation, pain control and pain assessment

4. Student will compare and contrast the gate control theory vs. endogenous opiate theory

5. Student will discuss methods to assess and document pain

6. Student will recognize common pain scales and administer pain questionnaires

7. Student will complete reflective assignment regarding affects of chronic pain on pts physical and mental health

D. Motion Restriction:

1. Student will list and identify types of motion and patterns of motion restriction

2. Student will describe pathologies that can cause motion restrictions

3. Student will discuss the role of physical agents in the treatment of motion restrictions

4. Student will distinguish between capsular and non-capsular patterns

E. Thermal Agents:

1. Student will identify and describe the physical principles of thermal energy

2. Student will evaluate and explain contraindications and precautions for the use of thermal agents

3. Student will describe the various modes of heat transfer

4. Student will recognize safe temperature ranges for thermal agents

5. Student will differentiate between normal and abnormal response to use of thermal agents

6. Student will use clinical reasoning to choose the most appropriate thermal agent to obtain desired treatment goals

7. Student will demonstrate appropriate documentation for the use of thermal modalities

8. Student will explain the use of thermal agents in physical rehabilitation in terms that patients will understand

9. Student will model appropriate behavior to assure patient safety during all practice sessions, open labs, and lab exams

10. Student will summarize concepts related to equipment maintenance and safety

11. Student will understand physiological response to thermal agents

12. Student will observe circulatory status when applying thermal agents

13. Student will discuss the importance of mentation when using thermal agents in physical therapy treatments

14. Student will assess skin for any changes during and after hot/cold pack application.

15. Student will correctly select and perform applications of superficial and deep thermal agents in laboratory practice sessions and during lab examinations

16. Student will correctly perform cryotherapy applications in laboratory practice sessions and during lab exams intended to decrease pain in the treatment area

17. Student will correctly perform sensory testing prior to use of a thermal agent to assure that the patient has intact sensory perception in the treatment area

F. Ultrasound:

1. Student will recognize the physical properties of and physiological responses to therapeutic US

2. Student will identify indications, contraindications and precautions for the use of therapeutic ultrasound

3. Student will explain the clinical applications of US

4. Student will distinguish between normal and abnormal response to ultrasound

5. Student will explain the use of ultrasound in physical rehabilitation in terms that patients will understand

6.Student will discuss, identify, and demonstrate appropriate documentation for the use of US

7. Student will identify when an intervention should not be provided due to changes in the pts status and states the importance of reporting this to the supervising PT

8. Student will perform US application with correct clinical decision making and parameter selection in accordance with established POC

G. Electrical Current:

1. Student will list the physiological effects of electrical stimulation

2. Student will explain the indications, precautions, and contraindications for the use of electrical stimulation

3. Student will explain the use of electrical stimulation in physical rehabilitation in terms that patients will understand

4. Student will explain the uses of electrical stimulation including neuromuscular re-education, strengthening, pain modulation, wound care, and edema formation and reduction.

5. Student will identify abnormal response to use of electrical current

6. Student will discuss concepts related to electrode placement, size, and materials and current density

7. Student will discuss, identify, and demonstrate appropriate documentation for the use of electrical stimulation

8. Student will compare and contrast high volt pulsed current, Russian current, transcutaneous electrical nerve stimulation, interferential current, and direct current

9. Student will identify the indications, precautions, and contradictions for the use of biofeedback

10. Student will demonstrate appropriate electrode placement techniques for different applications of electrical stimulation

11. Student will perform application of a home Transcutaneous Electrical Nerve Stimulation unit providing pt education as it relates to pain reduction

12. Student will perform a practice treatment with the goal of using biofeedback to increase a patient's awareness of quadriceps activity during muscle contraction

13. Student will perform a patient treatment with electrical stimulation, using correct selection of current type, correct electrode size and placement, and correct parameter setting to meet established goal

H. Compression:

1. Student will identify and discuss the physical properties and the physiological effects of compression

2. Student will list and discuss the indications, contraindications, and precautions for the use of compression

3. Student will examine the different types of compression and goals associated with the use of compression in physical therapy

4. Student will discuss, identify, and demonstrate appropriate documentation for compression

5. Student will explain the use of compression in physical rehabilitation in terms that patients will understand

6. Student will perform girth measurements of knee and figure 8 measurements at the ankle before and after use of static compression to determine effects of modality.

I. Therapeutic Massage:

1. Student will compare and contrast therapeutic massage vs recreational massage

2. Student will explain the mechanical, physical, and physiological effects of therapeutic massage

3. Student will identify and describe the indications, contraindications, and precautions for the use of therapeutic massage

4. Student will perform appropriate documentation for therapeutic massage

5. Student will explain the use of therapeutic massage in physical rehabilitation in terms that patients will understand

6. Student will demonstrate correct application of the following soft tissue massage techniques: effleurage, petrissage, myofascial release and cross friction technique

J. Traction:

1. Student will identify and discuss the physical properties and physiological effects of traction

2. Student will list and discuss the indications, contraindications, and precautions for the use of traction

3. Student will describe application techniques and parameters for traction

4. Student will identify goals associated with the use of traction in physical therapy

5. Student will demonstrate appropriate documentation for the use of traction

6. Student will identify abnormal responses to traction

7. Student will educate patient on proper positioning for self and positional traction to alleviate pain

K. Documentation:

1. Student will identify all portions of a SOAP note
2. Student will identify essential information to be included in a SOAP note
3. Student will write a complete, accurate, and concise SOAP note
4. Student will understand and follow a Physical Therapist's POC
5. Student will demonstrate correct use of abbreviations in all documentation
6. Student will Perform self-assessment of SOAP note documentation
7. Student will grade and provide feedback on peer SOAP note for quality assurance

L. Communication:

1. Student will use effective written, oral, and nonverbal communication skills

2. Student will accurately report patient's status to the Physical Therapist

3. Student will effectively instruct patients and caregivers during patient treatment sessions

4. Student will demonstrate communication skills with patients, caregivers and other members of the healthcare team

5. Student will effectively communicate an understanding of the PT POC to achieve goals.

6. Student will understand how to report to appropriate authorities suspected cases of fraud and abuse related to the utilization of and payment for physical therapy and other health care services.

7. Student will accurately obtain patients current pertinent health information before initiating physical therapy treatment

8. Student will complete reflective assignment as it pertains to the rights and responsibilities of the PTA regarding political advocacy for the benefit of patients and the profession

M. Positioning and draping

1. Student will identify the purpose of positioning and draping in physical therapy interventions

2. Student will discuss the purpose of short-term positioning

3. Student will identify proper positioning for the supine, prone, side-lying and sitting positions

4. Student will identify areas of pressure build-up in supine, prone, SL and sitting positions

5. Student will utilize proper patient positioning and draping in all therapeutic activities

6. Student will demonstrate proper positioning for the supine, prone, side-lying and sitting positions in simulated lab activities

7. Student will select and demonstrate appropriate positioning to prevent deformities and prevent skin breakdown

N. Body Mechanics

1. Student will discuss principles of proper body mechanics.

2. Student will identify proper muscles used for lifting activities.

3. Student will educate patient on the basics of proper body mechanics with lifting activities.

4. Student will utilize proper body mechanics in all lab activities.

5. Student will demonstrate activation of the transverse abdominis muscle.

Instructional Approach and Methods

Lectures
Lab Demonstrations and practice
Class Discussions
Online resources/Technology based learning applications
Reading assignments per course schedule
Lecture exams
Lab Exams
Classroom presentations
Assignments as given by instructor
Rehabilitation Reference Center - is an evidence-based clinical reference tool for use by rehabilitation clinicians at the point-of-care. RRC provides therapists and students with the best available evidence for their information needs in the areas of: Physical Therapy, Occupational Therapy, and Speech Therapy.

Assessment, Evaluation and Testing Procedures

In order to successfully complete this course, the student must do the following:

Complete 4 lecture examinations. Students must maintain an average of 78% on written exams-Exams will be timed (60 min) and administered online on campus through eLearn.

(A 78% average must be maintained on lecture exams before any other points are added to the grade)

Demonstrate competency (pass) each scheduled lab exam and pass final comprehensive lab exam-all lab exams are pass/fail
Actively participate in class discussions and lab activities. Attendance and participation in all classes is expected.
Participate in collaborative learning assignment
Complete all required skill checks-skill checks can be performed until competency is shown. All skill checks must be performed correctly before end of semester.

Incompletes (I) will be given only in extenuating circumstances after consultation with and consent of the faculty in the PTA program.

Students will be required to provide a course evaluation for this class during the semester

Key Skills:

Pain Scales
Documentation
Hot/cold discrimination testing
Sensation testing
Cold pack
Hot Pack
Paraffin
Ice Massage
Ultrasound
Soft Tissue Massage
Cross Friction Massage
Electrical Stimulation-all applications presented in class
Traction-cervical and lumbar mechanical home units

Positioning and draping
Body Mechanics

Grading Scale

A	92-100
B	83-91
C	78-82
D	70-77
F	69 and below

Lecture Exams = 200 points

Exam 1 = 50 points
Exam 2 = 50 points
Exam 3 = 50 points
Exam 4 = 50 points

Collaborative Learning Assignment= 24 points

Total=224 points

Lab Exam 1=Pass/fail
Lab Exam 2=pass/fail

Student must successfully complete all skill checks

A grading rubric will be used for all lab exams and skill checks. These rubrics will be posted in eLearn prior to assessment to allow student to review the expectations for grading.

Assignments

All assignments as listed in eLEARN

Class Participation

A student in the PTA program is here for the purpose of preparing himself/herself to assume a responsible role in this specialized health career. A sound base of knowledge, competencies, and skills are required for effective quality patient care. A student in this program is required to attend all lectures, labs, required seminars, and meetings.

When absent for any reason, it is the responsibility of the student to contact the appropriate instructor regarding any assignment due during the student's absence. This includes lab exercises, written papers and reports, quizzes, examinations, etc. If the student fails to do so within the first day the student is back in class, the grade may be recorded as a zero. Students should contact classmates to obtain notes and handouts from classes missed. In most cases, the instructor will not review missed lecture/lab due to student absence.

A student should not miss a scheduled lab, lecture, seminar, etc., for the purpose of studying for an exam (lecture or laboratory). Unexcused absences on the class day or period prior to an exam may result in the lowering of the exam grade by 5 points.

An absence or lateness on a lecture or lab exam date must be reported to the Health Programs Division prior to the designated class time by calling 423-585-6981 or 423-585-6968 or by e-mailing the instructor. Failure to do so may result in deduction of 10 points from the make-up exam grade. The student must contact the instructor to schedule the make-up exam. Make-up lecture exams may be short-answer or essay type questions as decided by the instructor. A physicians excuse may be required for missed exams. Examinations that are missed, even if reported, may result in a 5-point deduction on the make-up exam. An unexcused missed lab exam will be recorded as a first-attempt failure, subsequent lab exam will be scheduled by the instructor.

A student who is absent or late more than five times per semester is subject to dismissal from the program or a lowering of the semester grade at the discretion of the instructor.

Parts of a class or entire class meetings may be recorded and distributed to this class or future classes for instructional purposes. This means that your questions/comments or class participation may be part of that recording. If you have concerns or issues with this, please contact PTA Program Director no later than the end of the second week of class.

Course and Class Policies/Procedures

Safety:

Safety is one of the most important aspects of providing good patient care and maintaining a safe work environment. It is imperative students act in a safe manner in all academic settings including lecture and labs as well as any clinical and off campus learning opportunities.

Students must follow all lab rules - posted and stated
Make sure equipment is in good operating condition before using
Understand correct and appropriate manner in which to operate equipment
Utilize proper body mechanics and posture
Communicate clearly with classmates, instructors, and patients
If in doubt, always ask an instructor before proceeding with any activity

Dress code for Lab:

1. Students are required to wear lab clothes for all laboratory sessions.

2. Shorts, t-shirts and shoes are required for all labs. T-shirts may have to be removed to visualize and palpate body structures, requiring females to wear adequate T-back jogging/sport top. Shorts must be of reasonable length. Hair should be tied back or pinned up so that it does not come in contact with equipment or patient.

3. All students must wear a t-shirt, shorts, and shoes when in the halls of the Tech Building. No sports bras allowed in the hallways.

4.Students must change clothes in the bathroom. No changing in the classroom or closets

5. Students are expected to be appropriately dressed prior to each lab session.

Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions). Plagiarism includes, but is not limited to the following:
    a. Using cut/paste tool from original document with no references given.
    b. Copying another student's work and submitting it as one's own.

c. Forging or otherwise altering signatures.

d. Giving or falsifying academic documents or materials.

2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:

    a. Utilizing old tests, projects, notes or written papers.

    b. Providing unauthorized information to a fellow student about exam content.

    c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.

    d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).

    e. Consulting with a classmate or others when taking a computerized test.

    f. Disregarding other specific policies and procedures outlined for a particular class.

    g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).

    h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.

3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

Student Resources

TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

  Walters State English Learning Lab (opens in new window)
  ws.edu/academics/humanities/writing-lab

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

  Walters State Mathematics Learning Lab (opens in new window)
  ws.edu/academics/mathematics/learning-lab

TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

Walters State Helpdesk (opens in new window)
helpdesk.ws.edu

STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

Walters State Student Support Services (opens in new window)
ws.edu/student-services/disability/

SUICIDE PREVENTION STATEMENT

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

College Policies

STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

Walters State Catalog (opens in new window)
catalog.ws.edu/

Walters State Timetable of Classes (opens in new window)
ws.edu/admissions/registration/

PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

COURSE GROUND RULES

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student

information system (MyWS) will not be allowed to remain in class or receive credit for this course.

- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

FINANCIAL AID

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

Walters State Homepage (opens in new window)
ws.edu/home/

Walters State Facebook page (opens in new window)
https://www.facebook.com/WaltersState/

Walters State Twitter page (opens in new window)
https://twitter.com/waltersstate

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above

paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

Senator Emergency Text System (opens in new window)
ws.edu/set/

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

LEARNING MANAGEMENT SYSTEM

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." Brightspace Accessibility Standard (opens in new window)

Brightspace is also committed to guarding student data and privacy. Brightspace Privacy Policy (opens in new window)