**The University of Texas at Arlington**

**College of Nursing**

**N5313 Clinical Procedures for Advanced Practice Nurses**

**Fall 2013**

**Instructor(s):**

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| **Vicki Patrick, MS, RN, ACNP-BC, CEN, FAEN**  ***Clinical Instructor/Lead Teacher***  Office: #630 - Pickard Hall  Office Hours: By appointment  Office Phone: (817) 272-2776  Office Fax: (817) 272-5006  Campus Mailbox: 19407  E-mail: [vpatrick@uta.edu](mailto:vpatrick@uta.edu)  Faculty Profile: <https://www.uta.edu/mentis/profile/?327> |
| **Sara Duvall, MSN, RN, FNP, ENP**  ***Clinical Instructor***  Office # 624-A Pickard Hall  Office Hours: By Appointment  Office Phone: (817) 272-2776  Office Fax: (817) 272-5006  Email: [duvall@uta.edu](mailto:duvall@uta.edu)  Faculty Profile: <https://www.uta.edu/mentis/profile/?7458>  **Paul St. Laurent, RN, MSN, ACNP-BC**  ***Clinical Instructor***  Office #: 616 Pickard Hall  Office Hours: By appointment  Office Phone: 817-272-2776  Email: [paulstl@uta.edu](mailto:paulstl@uta.edu)  Faculty Profile: TBA  **Lindy Moake, MSN, RN, PCCNP**  ***Clinical Instructor***  Office: #626 - Pickard Hall  Office Hours: By Appointment  Office Phone: (817) 272-2776  Office Fax: (817) 272-5006  E-mail: [moake@uta.edu](mailto:moake@uta.edu)  Faculty Profile: <https://www.uta.edu/mentis/profile/?7458> |

**Section Information:**

NURS 5313 Sections 001-004

**Time and Place of Class Meetings:**

Time: Tuesday, 9am-5pm

Place: Pickard Hall Rm. 223

**Description of Course Content:**

A theory and clinical procedures course designed for the Advanced Practice Nurse to acquire skills and procedures in the clinical management of selected clients.

**Other Requirements:**

**Prerequisites:** NURS 5334 or Certificate program standing.

1. Required laboratory attendance/participation (skills labs)
2. Exams (2)
3. Evidence Based Paper
4. Radiology on line practice assignments

**Student Learning Outcomes:**

Upon completion of the course, the student will be able to:

1. Demonstrate selected advanced practice skills and procedures in a simulated patient environment.
2. Demonstrate knowledge of federal guidelines regulating procedures in clinical settings.
3. Perform and select diagnostic and therapeutic procedures based on patient assessment criteria.
4. Interpret diagnostic test data

**Required Textbooks and Other Course Materials:**

1. Pfenninger, J., (2010). *Procedures for Primary Care Physicians.* (3rd ed.). Philadelphia, PA: Elsevier Mosby. **ISBN: 978-0323052672**
2. Herring, W., (2011). *Learning Radiology: Recognizing the Basics*. (2nd ed.). Philadelphia PA: Elsevier Mosby. **ISBN: 978-0323074445 Note: Must have 2nd Edition for radiology assignments.**
3. Wesley, K. (2011). *Huszar's Basic Dysrhythmias and Acute Coronary Syndromes*. (4th ed.). Mosby/JEMS. **ISBN: 978-0323039741** (FNP, AGPNP, ACNP majors)
4. Park, M. & Guntheroth, W. (2006) *How to Read Pediatric EKG’s.* (4th Ed.) Philadelphia:Mosby. **ISBN: 13-9780323035705** (PNP, ACPNP majors)

**Recommended:**

1. Campo, T.M. & Lafferty, K.A. (2011). *Essential Procedures for Practitioners in Emergency, Urgent, and Primary Care Settings.* New York: Springer. **ISBN: 978-80826118783**.
2. Roberts, J., Hedges, J. (2009). *Clinical Procedures in Emergency Medicine*. (5th ed.) Philadelphia, PA: Saunders Elsevier. **ISBN: 978-1416036234**
3. Jensen, P. (2013) *The Basic Course.* [www.emuniversity](http://www.emuniversity). (not available through UTA Bookstore; access via website. Cost: $21.99 to buy video course).

**Descriptions of major assignments and examinations with due dates:**

|  |  |  |
| --- | --- | --- |
| **Assignment** | **Percentage** | **Due** |
| Exam #1 | 25% | October 15 |
| Exam #2 | 25% | December 10 |
| Evidence Based Paper | 30% | October 22 |
| Attendance/Class/Lab Participation | 20% | See Schedule |
| Radiology online practice assignment | Pass/Fail | #1: September. 3  #2: December 10 |
| **TOTAL** | **100%** |  |

**Attendance Policy:** Regular class attendance and participation is expected of all students. Students are responsible for all missed course information. This class has a graded attendance policy. See policy attached to syllabus.

**Grading Policy:**

Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels.

Course Grading Scale

A = 92 to 100

B = 83 to 91

C = 74 to 82

D = 68 to 73 – cannot progress

F = below 68 – cannot progress

**Final grade will be rounded up if .5 or above (e.g. 91.5 = A; 91.49=B)**

**Tests:**

The two scheduled exams are computer based and held in on campus computer facilities. Approximately 1-2 weeks after Exam 1 a scheduled test review will be offered. This scheduled review will be the only opportunity to review Exam 1.

**Make-up Exams:**

Please contact your faculty for make-up exam scheduling then call Sonya Darr at [sdarr@uta.edu](mailto:sdarr@uta.edu) to schedule a day/time. Please allow a 24 hour advance notice when scheduling.

**Expectations of Out-of-Class Study:**

Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 6-9 hours per class day on their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

**Grade Grievances:**

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current graduate catalog. <http://grad.pci.uta.edu/about/catalog/current/general/regulations/#gradegrievances>.

**Drop Policy:** Graduate students who wish to change a schedule by either dropping or adding a course must first consult with their Graduate Advisor. Regulations pertaining to adding or dropping courses are described below. Adds and drops may be made through late registration either on the Web at MyMav or in person through the student’s academic department. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. Contact the Office of Financial Aid and Scholarships at <http://wweb.uta.edu/aao/fao/> . The last day to drop a course is listed in the Academic Calendar available at <http://www.uta.edu/uta/acadcal.php?session=20136>

1. A student may not add a course after the end of late registration. August 23-29, 2013.
2. A student dropping a graduate course after the Census Date but on or before the end of the 10th week of class may with the agreement of the instructor, receive a grade of W but only if passing the course with a C or better average. A grade of W will not be given if the student does not have at least a C average. In such instances, the student will receive a grade of F if he or she withdraws from the class. Students dropping a course must:

(1) Contact course faculty to obtain permission to drop the course with a grade of “W”.

(2) Complete the form, sign electronically, (available at <http://www.uta.edu/nursing/msn/msn-forms/> ) email to the course faculty for their electronic signature using the envelope located in the toolbar at the top of your screen and copy your graduate program advisor using the appropriate email: MSN-NP – [s.decker@uta.edu](mailto:s.decker@uta.edu)

(3) Contact the graduate program advisor to verify the approved form was received from the faculty, the course drop was processed and schedule an appointment to revise student degree plan.

1. Students who drop all coursework at UTA must check the RESIGN box. Students staying in a least one course and dropping other coursework will check the DROP COURSE(S) box.
2. In most cases, a student may not drop a graduate course or withdraw (resign) from the University after the 10th week of class. Under extreme circumstances, the Dean of Graduate Studies may consider a petition to withdraw (resign) from the University after the 10th week of class, but in no case may a graduate student selectively drop a course after the 10th week and remain enrolled in any other course. Students should use the special Petition to Withdraw for this purpose. See the section titled Withdrawal (Resignation) From the University for additional information concerning withdrawal. <http://grad.pci.uta.edu/faculty/resources/advisors/current/>

**Census Day: Monday, September 9, 2013**

**Last day to drop or withdraw Wednesday, October 30, 2013**

**Americans with Disabilities Act:**  The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability) or by calling the Office for Students with Disabilities at (817) 272-3364.

**Academic Integrity:**  All students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

Per UT System Regents’ Rule 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with the University policy, which may result in the student’s suspension or expulsion from the University.

"Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts."

As a licensed registered nurse, graduate students are expected to demonstrate professional conduct as set forth in the Texas Board of Nursing rule **§215.8. in the event that a graduate student holding an RN license is found to have engaged in academic dishonesty, the college may report the nurse to the Texas BON using rule §215.8 as a guide.**

**Plagiarism:**

Copying another student’s paper or any portion of it is plagiarism. Copying a portion of published material (e.g., books or journals) without adequately documenting the source is plagiarism. Consistent with APA format, if five or more words in sequence are taken from a source, those words must be placed in quotes and the source referenced with author’s name, date of publication, and page number of publication. If the author’s ideas are rephrased, by transposing words or expressing the same idea using different words, the idea must be attributed to the author by proper referencing giving the author’s name and date of publication. If a single author’s ideas are discussed in more than one paragraph, the author must be referenced, according to APA format. Authors whose words or ideas have been used in the preparation of a paper must be listed in the references cited at the end of the paper. Students are expected to review the plagiarism module from the UT Arlington Central Library via <http://library.uta.edu/plagiarism/index.html>

UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to [resources@uta.edu](mailto:resources@uta.edu), or view the information at [www.uta.edu/resources](http://www.uta.edu/resources).

**Electronic Communication:** The University of Texas at Arlington has adopted “MavMail” as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>. If you are unable to resolve your issue contact the Helpdesk at [helpdesk@uta.edu](mailto:helpdesk@uta.edu). ***Students are responsible for checking their MavMail regularly.***

**Student Feedback Survey:** At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory shall be directed to complete a Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:** A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.

**Librarian to Contact:**

**Antoinette Nelson**, *Nursing Librarian*

Phone: (817) 272-7433

E-mail: [nelson@uta.edu](mailto:nelson@uta.edu)

Research Information on Nursing:

[**http://libguides.uta.edu/nursing**](http://libguides.uta.edu/nursing)

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| **Antoinette Nelson, MLS - Department Head: STEM Outreach & Scholarship**  Science & Engineering Library  Nedderman Hall BO3| Box 19497 | Arlington, TX 76019  817.272.7433 (W) | 817-235-4411 (C) | 817-272-5803 (F)  <http://www.uta.edu/library/sel/> | [nelsona@uta.edu](mailto:nelsona@uta.edu)  <http://libguides.uta.edu/profile/nelson> |

Library Home Page <http://www.uta.edu/library>

Subject Guides <http://libguides.uta.edu>

Subject Librarians <http://www.uta.edu/library/help/subject-librarians.php>

Database List <http://www.uta.edu/library/databases/index.php>

Course Reserves <http://pulse.uta.edu/vwebv/enterCourseReserve.do>

Library Catalog <http://discover.uta.edu/>

E-Journals <http://liblink.uta.edu/UTAlink/az>

Library Tutorials <http://www.uta.edu/library/help/tutorials.php>

Connecting from Off- Campus <http://libguides.uta.edu/offcampus>

Ask A Librarian [http://ask.uta.edu](http://ask.uta.edu/)

The following URL houses a page where we have gathered many commonly used resources needed by students in online courses: <http://www.uta.edu/library/services/distance.php>

Finally, the subject librarian for your area can work with you to build a customized course page to support your class if you wish. For examples, visit <http://libguides.uta.edu/os> and <http://libguides.uta.edu/pols2311fm> . If you have any questions, please feel free to contact the Coordinator for Information Services, Suzanne Beckett, at [sbeckett@uta.edu](mailto:sbeckett@uta.edu) or at 817.272.0923.

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**UTA College of Nursing additional information:**

**Status of RN Licensure:** All graduate nursing students must have an unencumbered license as designated by the Texas Board of Nursing (BON) to participate in graduate clinical nursing courses. It is also imperative that any student whose license becomes encumbered by the BON must immediately notify Dr. Mary Schira, Associate Dean- Department of Advanced Practice Nursing. The complete policy about encumbered licenses is available online at: [www.bon.state.tx.us](http://www.bon.state.tx.us)

**MSN Graduate Student Dress Code:** The University of Texas at Arlington College of Nursing expects students to reflect professionalism and maintain high standards of appearance and grooming in the clinical setting. **Clinical faculty has final judgment on the appropriateness of student attire and corrective action for dress code infractions. Students not complying with this policy will not be allowed to participate in clinical.**

**Please View the College of Nursing Student Dress Code on the nursing website:** <http://www.uta.edu/nursing/msn/msn-students> **.**

**UTA Student Identification: MSN Students MUST be clearly identified as UTA Graduate Students and wear a UTA College of Nursing ID in the clinical environment.**

**Blood and Body Fluids Exposure:** A Health Verification form was signed by all MSN students at start of the program documenting personal health insurance coverage. All MSN students have mandatory health insurance and will need to manage exposure to blood and fluids. Current CDC guidelines can be found at:<http://www.cdc.gov/>

**Graduate Student Handbook:** Students are responsible for knowing and complying with all policies and information contained in the Graduate Student handbook online at: <http://www.uta.edu/nursing/msn/msn-students>

**Student Code of Ethics:** The University of Texas at Arlington College of nursing supports the Student Code of Ethics Policy. Students are responsible for knowing and complying with the Code. The Code can be found in the student handbook online: <http://www.uta.edu/nursing/msn/msn-students>

**No Gift Policy:** In accordance with Regent Rules and Regulations and the UTA Standards of Conduct, the College of Nursing has a “no gift” policy. A donation to one of the UTA College of Nursing Scholarship Funds, found at the following link: is <http://www.uta.edu/nursing/student-resources/scholarship> would be an appropriate way to recognize a faculty member’s contribution to your learning.  For information regarding Scholarship Funds, please contact the Dean’s office.

**Online Conduct:** The discussion board should be viewed as a public and professional forum for course-related discussions. Students are free to discuss academic matters and consult one another regarding academic resources. The tone of postings should be professional in nature.

It is not appropriate to post statements of a personal or political nature, or statements criticizing classmates or faculty. Inappropriate statements/language will be deleted by the course faculty and may result in denied access to the Discussion boards. Refer to UTACON Student Handbook for more information.

***For this course Blackboard communication tools, discussion boards, and UTA MAV email will be used extensively and should be checked often.***

**Writing Center:**

The English Writing Center, Room 411 in the Central Library, provides support to UT-Arlington undergraduate and graduate students and instructors. Undergraduate and graduate student consultants in the Writing Center are trained to help student writers at any stage in their writing processes. Consultants are trained to attend to rhetorical and organizational issues that instructors value in student writing. Although consultants will assist students in identifying and correcting patterns of grammatical or syntactical errors, they are taught to resist student entreaties to become editors or proofreaders of student papers.

The Writing Center offers tutoring for any assigned writing during enrollment at UT-Arlington. Individuals may schedule appointments online by following directions available at [www.uta.edu/owl](http://www.uta.edu/owl), or by visiting the Writing Center.

The Writing Center Director, Assistant Director, or tutors are available to make classroom presentations describing Writing Center services. The Writing Center also offers workshops on topics such as documentation and will design specialized workshops at the request of instructors. To schedule a classroom visit or inquire about a workshop, please e-mail or call Tracey-Lynn Clough, Writing Center director, at [clought@uta.edu](mailto:clought@uta.edu) or 817-272-2517.

**Departmental Office/Support Staff**

**Department of Advanced Practice Nursing**

**Mary Schira,** PhD, RN, ACNP-BC

Associate Dean and Chair; Graduate Advisor

Email: [schira@uta.edu](mailto:schira@uta.edu)

**Sheri Decker**, Assistant Graduate Advisor

Office # 606-Pickard Hall, (817)-272-0829

Email: [sdecker@uta.edu](mailto:sdecker@uta.edu)

**Rose Olivier**, Administrative Assistant I

Office # 605-Pickard Hall, (817) 272-9517

Email: [olivier@uta.edu](mailto:olivier@uta.edu)

**Janyth Arbeau,** Clinical Coordinator

Office # 610- Pickard Hall, (817) 272-0788

Email: [Arbeau@uta.edu](mailto:Arbeau@uta.edu) or [npclinicalclearance@uta.edu](mailto:npclinicalclearance@uta.edu)

**Sonya Darr**, Senior Office Assistant

Office # 609-Pickard Hall, (817)-272-2043

Email: [sdarr@uta.edu](mailto:sdarr@uta.edu)

**Kimberly Hodges,** Senior Office Assistant

Office #610 Pickard Hall, (817-272-9373

E-mail: [khodges@uta.edu](mailto:khodges@uta.edu) or [npclinicalclearance@uta.edu](mailto:npclinicalclearance@uta.edu)

*A draft schedule is attached. Refer to Schedule section in Blackboard for most current schedule. After the first day of class, all schedule changes will be posted in Blackboard.*

*As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. –Vicki Patrick*

**N5313 and N5314 Course Class Schedule – Fall 2013 \*\*check for schedule updates on Blackboard\*\***

vp: 8/2/13

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date | Room | Topic | Content | FNP | ANP/ GNP | PNP | ACNP | ACPNP  (post- Masters cert.) | PNP & ACPNP  dual majors |
| **Aug 27**  **9:00** | 223 | Course Introductions |  | **X** | **X** | **X** | **X** | **X** | **X** |
| 9:30-10:30 |  | Procedure Documentation | Principles of procedure documentation | **X** | **X** | **X** | **X** | **X** | **X** |
| 10:30-12:00;  1:00-2:30 |  | Coding  Fundamentals | Documentation coding requirements | **X** | **X** | **X** | **X** | **X** | **X** |
| 2:30-3:30 |  | Specialty and Hospital -based Coding | Inpatient and specialty coding |  |  |  | **X** | **X** | **X** |
| **Sept 3**  9:00-4:00 | 223 | Basic Radiology | Chest, abdominal, bone x-rays | **X**  Radiology Assignment #1 Due | **X** | **X** | **X** | **X** | **X** |
| **Sept 10**  9-12 | 223 | Respiratory Procedures | Oral airways, LMA, Tracheal intubation |  |  |  | **X** | **X** | **X** |
| 1-4 | 223 | Ventilator Management | Oxygen delivery devices, vent modes/settings; pulse ox |  |  |  | **X** | **X** | **X** |
| **Sept 17** |  | **No Class** |  |  |  |  |  |  |  |
| **Sept 24**  9-4 | 223 | Suturing/Derm Procedures | Suture techniques, local anesthesia, biopsy | **X** | **X** | **X** | **X** | **X** | **X** |
| **Date** | **Room** | **Topic** | **Content** | **FNP** | **ANP/GNP** | **PNP** | **ACNP** | **ACPNP**  **(post- Masters cert.)** | **PNP & ACPNP**  **dual majors** |
| **Oct 1**  9-12 | 223 | Advanced EKG | Anatomy for 12 lead EKG, axis, hypertrophy, BBB | **X** | **X** | **X** | **X** | **X** | **X** |
| 1-3 | 223 | Adult EKG | Injury/infarct; drug effect | **X** | **X** |  | **X** |  |  |
| 1-4 | 220 | Pediatric EKG | general/ advanced EKG for pedi |  |  | **X** |  | **X** | **X** |
| **Oct 8** |  | **No Class** |  |  |  |  |  |  |  |
| **Oct 15**  **11:00-1:00** | **LRC** | **Exam I** |  | **X** | **X** | **X** | **X** | **X** | **X** |
| 1:30-4:00 | 223 | Adult Hemodynamic Monitoring | CVP, SLR, CI, PA pressures |  |  |  | **X** |  |  |
| 1:30-4:00 | 220 | Pedi Hemodynamic Monitoring | CVP, SLR, CI, PA pressures |  |  |  |  | **X** | **X** |
| **Oct 22**  9-12 | 223 | Pulmonary Function Testing | Peak flow meters; PFT procedure; equipment; analysis; hand held inhalers | **X** | **X**  Evidence Based Paper due | **X** | **X** | **X** | **X** |
| 12:00-12:45 | TBA | Test Review |  |  |  |  |  |  |  |
| 1:30-4 | 223 | Non invasive & Invasive Imaging | CT, MRI, ultrasound, Doppler, embolization, angio, indications, contraindications | **X** | **X** | **X** | **X** | **X** | **X** |
| **Oct 29** |  | No Class |  |  |  |  |  |  |  |
| **Date** | **Room** | **Topic** | **Content** | **FNP** | **ANP/ GNP** | **PNP** | **ACNP** | **ACPNP**  **(post- Masters cert.)** | **PNP & ACPNP**  **dual majors** |
| **DE-BB** | Video Class | Wound Care | (content will be on Final Exam) | **X** | **X** | **X** | **X** | **X** | **X** |
| **DE-BB** | Video Class | Microscopy | Spun urine; vaginal smears: other microscopy skills; CLIA | **X** | **X** | **X** | **X** |  | **X** |
| **Oct 30** |  | Last day to drop |  |  |  |  |  |  |  |
| **DE-BB** | Video Lecture (lab on 11/5) | ENT Skills | FB in eyes and ears, ear irrigation, epistaxis management, tympanogram, | **X** | **X** | **X** | **X** | **X** | **X** |
| **Nov 5**  9:00-10:00 | TBA | Surgical Asepsis | Sterile technique; gowning and gloving |  |  |  | **X** | **X** | **X** |
| 10:00-12:00 | 223 | ENT Skills-Group 1 | FB in eyes and ears, ear irrigation, epistaxis management, tympanogram, | **X**  Last Name: A-L | **X** | **X** | **X** | **X** | **X** |
| 1:00-3:00 |  | ENT Skills-Group 2 |  | **X**  Last Name: M-U | **X** | **X** |  |  |  |
| **Nov 12**  9-12 | 223 | Splinting/  Musculoskeletal Skills | Splinting extremities, ace wrap, splints, orthopedic appliances/immobilizers | **X** | **X** | **X** | **X** | **X** | **X** |
| 1-4 | 223 | Joint Injection Lab | Arthrocentesis and joint injection | **X** | **X** |  | **X** |  |  |
| **Nov 19**  9-3:00 | Lecture-223  Lab-TBA | Circulation Procedures; Lumbar Puncture; MSK | Line insertion: subclavian/IJ/EJ, arterial, femoral, umbilical; IO; chest tubes, LP’s, needle thoracostomy; MSK procedures |  |  |  | **X** | **X** | **X** |
| **Date** |  | **Topic** | **Content** | **FNP** | **ANP** | **PNP** | **ACNP** | **ACPNP**  **(post- Masters cert.)** | **PNP & ACPNP**  **dual majors** |
| **Nov 26** |  | **NO CLASS** | **Happy Thanksgiving**!  MM900354698[1] |  |  |  |  |  |  |
| **DE-BB** | Video Class | Pedi Radiology (Dr. Cederberg) |  | **X** |  |  |  | **X** | **X** |
| **DE-BB** | Video Class | Selected Topics in Radiology (Dr. Nadalo) |  | **X** | **X** | **X** | **X** | **X** | **X** |
| **Dec 3**  9-12 | Hold this date in case of rescheduling class |  |  |  |  |  |  |  |  |
| 1-4 |  |  |  |  |  |  |  |  |  |
| **Dec 10**  **11:00-1:00** | LRC | FINAL EXAM |  | **X**  Radiology Assignment #2 Due | **X** | **X** | **X** | **X** | **X** |

\*\* **DE-BB** Classes: Class recordings will be presented in Blackboard in the Video Classes On Line section; DE recordings will be available on schedule date and will remain available until Final Exam date.

**Addendums to Syllabus – See Blackboard for Additions/Updates**

* **Attendance Policy**
* **Individual Class/Lab Objectives and Required Reading List**
* **Instructions for Radiology Assignments**
* **Instructions/Grading Rubric for Evidence Based Paper**

N5313/N5314

Course Attendance Criteria

* This component of the course grade is designated for attendance AND participation in laboratory exercises.
* Attendance will be taken for each morning and afternoon class/laboratory session. It is the student’s responsibility to sign in on time for each class session. Excessive tardiness will result in the deduction of attendance points.
* Attendance at every class session is required; if a student cannot come to class, the student is expected to communicate with the Faculty concerning a reason for absence. Students are responsible for obtaining class notes from a colleague. Course Faculty will determine if the reason for absence is excused or unexcused. Unexcused absences: 0.5 % attendance points will be deducted from the course grade for each class session missed.
* Active participation in course labs is required. If Faculty determines a student is not participating, attendance points will be deducted from the course grade.
* Selected classes have laboratory sessions with supervised check-off requirements. If a student misses a laboratory check-off, the student cannot complete the course until a make-up laboratory is successfully completed. Because of equipment and set up procedures, most labs cannot be made up in the current semester. The student will receive a course grade “Incomplete” and will be required to complete laboratory objectives in a future semester in order to resolve the Incomplete status and receive a final course grade.
* Check-off labs:
* Basic Radiology
* Suturing/Derm Procedures
* Circulation procedures (5314)
* Respiratory procedures (5314)
* Splinting/Musculoskeletal Skills
* Surgical Asepsis -OR Skills (5314)
* Others, as assigned (5313/5314)

Updated 8/13 vp

**N5313/N5314**

**Class Content Objectives/Readings**

**Key to Reading abbreviations (from Syllabus, Required and Optional Textbooks List):**

**Campo and Lafferty:** *Essential Procedures for Practitioners in Emergency, Urgent, and Primary Care Settings* (only on the 5313 Optional textbooks list)

**Fischer:** *Mechanical Ventilation Made Easy,* 2007. (only on the 5314 textbook list)

**Herring:** Herring, W. *Learning Radiology: Recognizing the Basics*.2nd ed. 2012

**Huzar:** Wesley, Keith. *Huszar’s Basic Dysrhythmias:* *Interpretation & Management*. 4th ed. 2012

**Pfenninger and Fowler:** Pfenninger, John L. and Fowler, Grant C. P*rocedures for Primary Care*. 3rd ed. 2011

**Park and Gunderoth:** *How to read Pediatric EKG’s* (4th Ed). 2006.

**Roberts and Hedges:** *Clinical Procedures in Emergency Medicine*, 5th ed. 2010

**Alphabetized Class Objectives/Reading and Learning Activities**

**(Refer to Schedule for Class Topics)**

**Advanced EKG Analysis**

* Analyze a 12 lead EKG for common elements associated with advanced EKG diagnosis (myocardial ischemia, injury, infarction; hypertrophy, axis deviation, bundle branch blocks, etc.)
* Apply knowledge of the heart’s conduction system by interpreting examples of abnormal EKG’s

Prerequisite for this class:

Students are expected to have knowledge of basic EKG analysis and arrhythmias. Review optional resources if you need assistance.

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| --- | --- |
| Required Reading | Optional Resources |
| Huzar:  11: The 12 Lead Electrocardiogram  12: Electrical Axes and Vectors  13: Bundle Branch Blocks and Fascicular Blocks, pp.207-219  15: Other Assorted ECG Findings: Rt and Lt Atrial Enlargement; Ventricular Hypertrophy, pp.236-243  16: Acute Coronary Syndrome   * Coronary Circulation, pp259-261 * Coronary Heart Disease, pp261-262 * Myocardial Ischemia, Injury, Infarction pp 266-267 * Acute Coronary Syndromes, pp 267-268 * Acute Myocardial Infarction, pp 268-279   17: Diagnostic EKG Changes in Specific Myocardial Infarctions  Park: assigned readings TBA | Review Huszar, Chapters 1-10 as needed.  Review Pfenninger and Fowler, Chapter 89  *There are many other good books and websites for EKG review:*  Dubin D. (2007), *Rapid Interpretation of EKGs*  [www.theMDsite.com](http://www.theMDsite.com)  Aehlert, B. (2009) *ECGs Made Easy.* |

**Basic Radiology**

* Select appropriate procedures based on patient condition
* Demonstrate ability to read X-Rays of common chest, abdomen and musculoskeletal problems.

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| Required Reading/Activity | Optional Resources |
| Herring, 2nd Edition,  Chapters 1,2,3,4, 5,6,7,8,9,13,14,15,16,22  In the 2nd edition of Herring, there is an additional emphasis on CT, MRI, and ultrasound. Our focus for the class is plain film x-rays; especially pay attention to the sections in the chapters dealing with plain x-ray films.  BEFORE CLASS:  Complete required Radiology Assignment #1 (see Radiology Assignment in BB for details): | Pfenninger and Fowler, Chapter 231  \* Helpful web pages links –locate teaching files from these links/files (links change frequently; we do not guarantee all are currently available):  <http://eradiology.bidmc.harvard.edu/> (Liberman)  <http://www.hawaii.edu/medicine/pediatrics/pemxray/v4c05.html>  <http://www.urmc.rochester.edu/smd/rad/>  <http://www.rad.washington.edu/>  <http://www.med-ed.virginia.edu/courses/rad/> (Univ. of Va)  MDChoice.com/x-ray/xr.asp and MDChoice.com/pediatric/pediatric.asp (MDChoice.com)  <http://radiology.medicine.iu.edu> (Indiana Univ.)  [www.omed.pitt.edu](http://www.omed.pitt.edu) (Univ. of Pittsburgh)  [www.rad.washington.edu](http://www.rad.washington.edu) (Univ. of Washington Dept. of Radiology)  <http://www.xmarks.com/site/sprojects.mmip.mcgill.ca/radiology/>  (Radiologic Anatomy)  <http://gentili.net> (Dr. A. Gentili, UCLA Dept. of Radiological Sciences)  <http://www.auntminnie.com/index.aspx?sec=def> <http://www.radiologytutorials.com/>  <http://bubbasoft.org/radiologic-anatomy>  <http://www.sonosite.com/education> (for ultrasound education) |

**Circulation Procedures and Lumbar Puncture/Surgical Asepsis**

* Identify anatomic landmarks for insertion of central vessel access and external jugular, and umbilical vessel access.
* Demonstrate Seldinger technique for vascular access.
* Demonstrate aseptic technique in performing procedures.
* Demonstrate vessel access and lumbar puncture procedures.
* Demonstrate intraosseous infusion access procedure.
* Demonstrate chest thoracostomy procedure

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| Required Reading/Activity | Optional Resources |
| All students: Pfenninger and Fowler: Chaps 198,206,208, 211,212  ACPNP/NNP: add to above chapters 182,184 | Roberts and Hedges:  All students: Chapters 10, 20,22,25, 61  ACPNP/NNP: Chapter 19 |

###### **Coding**

###### Apply appropriate coding for evaluation and management and selected clinical procedures

* Develop competencies utilizing the current coding system in clinical practice

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| --- | --- |
| Required Reading | Optional Resources |
| Buppert, C. (2007) Billing for nurse practitioner services-update 2007: guidelines for NPs, physicians, employers, and insurers.  [www.medscape.com/viewprogram/7767](http://www.medscape.com/viewprogram/7767)  *For Specialty/Hospital Based Coding Class:*  Hull-Grommesh, L., Ellis, E., Mackey, TA (2010). Implications for cardiology nurse practitioner billing: a comparison of hospital versus office practice. *Journal of the American Academy of Nurse Practitioners.* 22:288-291*.* | [www.emuniversity.com](http://www.emuniversity.com) (Dr. Peter Jensen, E/M Coding University) “The Basic Course” on front page of website.  *For Specialty/Hospital Based Coding class:*  Buppert, C. (2006) Billing physician services provided by nurse practitioners in specialists’ offices, hospitals, nursing facilities, home hospice. Chapter 3. Annapolis: author  Buppert, C. (2009) Billing issues for nurse practitioners who provide inpatient services. *Topics in Advanced Practice ejournal.* 9(1). |

**EENT Skills**

* Demonstrate the correct use of selected ENT instruments and procedures to evaluate common problems in the eye, ear, nose, and throat.
* Perform screening tympanometry testing

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| Required Reading | Optional Resources |
| Pfenninger and Fowler, Chapter 66, 67, 68, 72, 75, 76, 78, | Campo and Lafferty, Chapters 25, 26, 27, 28,29, |

**Hemodynamic Monitoring**

* Interpret hemodynamic monitoring data.
* Discuss common problems with hemodynamic lines

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| Required Reading | Optional Resources |
| Pfenninger and Fowler, Chapter 215  Review any critical care or hemodynamic monitoring text that describes/explains hemodynamic monitoring procedures. | Reich, H. (2008) Pulmonary artery catheterization. In Irwin, R, Rippe, J., Lisbon, A., Heard, S. (Eds). *Procedures, Techniques, and Minimally Invasive Monitoring in Intensive Care Medicine,*4th Ed, pp 48-65. Philadelphia:Wolters Kluwer Lippincott |

**Microscopy**

* Discuss NP scope of practice when utilizing microscopy skills.
* Describe CLIA regulations as applied to outpatient care practice.
* Identify various microorganisms on microscopy examples.
* Identify common microscopy findings in spun urine samples.

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| Required Reading | Optional Resources |
| Pfenninger & Fowler, Chapter 160 | Roberts and Hedges, Chapter 68 |

###### **Noninvasive and Invasive Imaging**

* Apply understanding of how to choose proper imaging tests
* Demonstrate appropriate choices relative to particular testing needs in select patients
* Recognize indications and contraindications of selected non invasive and invasive imaging tests

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| Required Readings | Optional Resources |
| Herring, Chap. 10, 11, 19, 20 |  |

**Pediatric Radiology**

* Compare pediatric and adult anatomic landmarks on chest radiographs
* Determine common line and tube placements on selected pediatric radiographs
* Understand the radiographic concept of silhouetting.
* Describe selected pathology on chest radiographs

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| Required Readings | Optional Resources |
| None | <http://www.med-ed.virginia.edu/courses/rad>   * Pediatric radiology module |

**Procedure Documentation**

* Discuss guidelines for pre-procedure notes, consents and procedure notes.

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| Required Reading | Optional Resources |
| Pfenninger and Fowler, Appendix B, Appendix C, Appendix J |  |

###### **Pulmonary Function Testing**

* Examine and compare the different inhaler devices that are currently available in the United States.
* Discriminate between obstructive and restrictive pulmonary function tests.
* Assess spirometry tracings and describe the results.

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| Required Reading | Optional Resources |
| Pfenninger and Fowler, Chapter 91 | Roberts and Hedges, Chapter 2 |

**Respiratory Procedures**

* Identify indications for insertion of artificial airways.
* Select pharmacologic agents used in insertion of artificial airways
* Demonstrate intubation procedures.

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| Required Readings | Optional Resources |
| Pfenninger and Fowler, Chapters 213 | Roberts and Hedges, Chapters 2,3,4 ,5 |

###### **Splinting/Musculoskeletal Procedures**

* Demonstrate the application of various splints and orthopedic appliances to upper and lower extremities.
* Review indications and potential complications of splints
* Determine post application care and discharge teaching priorities
* Demonstrate joint aspiration/injection techniques

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| Required Reading | Optional Resources |
| Pfenninger and Fowler,Chapters Chapters 186,187,188, 192, 193 | Campo and Lafferty, Chapter 33,34,39 |

###### **Suturing/Derm. Procedures**

###### Demonstrate skills in simple suturing techniques and local anesthesia.

* Apply knowledge to incise and drain infected abscesses.
* Perform simple shave, excision and punch biopsies
* Apply knowledge to perform toenail removal procedure

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| Required Readings/Activity | Optional Resources |
| Pfenninger & Fowler: Chapters 4, 5, 8, 10, 20, 21, 22. 23, 24. 25, 29, 32, 34, 35, 37, 42, Appendix A  VIEW BEFORE CLASS:  SUTURE VIDEO on VOD before class. Fast forward to 7:14-18:55 for knot tying and equipment use explanations and 18:55-46:27 for instructions for various suture techniques. We will practice several of these techniques in class. For those of you that are interested in more advanced techniques, you may enjoy the ENTIRE video! | Campo & Lafferty, Chapters 5, 7. 14,16, 20 21, 45 |

**Ventilator Management**

* Identify the pros/cons, uses, indications of ventilator modes
* Analyze control and support types of ventilator modes
* Analyze ABGs and make ventilator setting adjustments, using case studies

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| Required Reading | Optional Resources |
| Fischer, pp. 1-40  Pfenninger and Fowler, Chap 207 | Refer to any critical care text that describes/explains oxygen therapies, ABG analysis, and ventilator management. |

###### **Wound Care**

* Review type of chronic wounds and staging criteria
* Evaluate and treat common chronic dermatological wounds
* Review proper wound debridement technique

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| Required Reading | Optional Resources |
| Pfenninger & Fowler, Chapter 44, 45, 222 |  |

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**N5313/5314** **RADIOLOGY ON LINE ASSIGNMENTS**

**Faculty Coordinator for this assignment: Sara Duvall (**[**duvall@uta.edu**](mailto:duvall@uta.edu)**)**

The radiology tutorial website is associated with your Herring *Learning Radiology (2nd edition)* textbook: www.student consult.com

You will need a NEW copy. Follow the directions on the inside of the book cover to register your book to the online service. After registering your book, the following online table of contents is on the first page:

|  |
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| **Welcome to Learning Radiology: Recognizing the Basics 2E** |
| **Getting Started** |
| To start browsing, use the table of contents on the left. Clicking Open a sectionwill expand the contents of a section or chapter. Clicking the chapter or section title itself will take you to that section. Alternatively, search the book using the box above, or look up a term in the [complete index](http://www.studentconsult.com/content/leftnav.cfm?showtab=idx). |
| **In this online edition** |
| [[http://www.studentconsult.com/images/arrow_org.gif](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=ILib','imagelibrary.cfm'))Image Library](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=ILib','imagelibrary.cfm')) |
| [[http://www.studentconsult.com/images/arrow_org.gif](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=iLinks','ilinklist.cfm'))Integration Links](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=iLinks','ilinklist.cfm')) |
| [[http://www.studentconsult.com/images/arrow_org.gif](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=supp399','/content/9780323074445/chapter_quiz.cfm?ID=supp399'))Chapter Quizzes (Multiple Choice Questions)](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=supp399','/content/9780323074445/chapter_quiz.cfm?ID=supp399')) |
| [[http://www.studentconsult.com/images/arrow_org.gif](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=supp400','/content/9780323074445/imaging_quizzes.cfm?ID=supp400'))Normal Imaging Anatomy Quizzes (Drag and Drop)](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=supp400','/content/9780323074445/imaging_quizzes.cfm?ID=supp400')) |
| [[http://www.studentconsult.com/images/arrow_org.gif](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=supp401','/content/9780323074445/Nuclear%20Medicine.pdf?ID=supp401'))Nuclear Medicine: Understanding the Principles and Recognizing the Basics](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=supp401','/content/9780323074445/Nuclear%20Medicine.pdf?ID=supp401')) |
| [[http://www.studentconsult.com/images/arrow_org.gif](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=supp402','/content/9780323074445/The%20ABCs%20of%20Heart%20Disease.pdf?ID=supp402'))The ABCs of Heart Disease: Recognizing Adult Heart Disease from the Frontal Chest Radiograph](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=supp402','/content/9780323074445/The%20ABCs%20of%20Heart%20Disease.pdf?ID=supp402')) |
| [[http://www.studentconsult.com/images/arrow_org.gif](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=supp403','/content/9780323074445/The%20ABCs%20of%20Heart%20Disease%20in%20Schematic%20Form.pdf?ID=supp403'))The ABCs of Heart Disease in Schematic Form](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=supp403','/content/9780323074445/The%20ABCs%20of%20Heart%20Disease%20in%20Schematic%20Form.pdf?ID=supp403')) |
| [[http://www.studentconsult.com/images/arrow_org.gif](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=rtitles','relatedtitles.cfm'))Related Titles](javascript:doubleUpdate('leftnav.cfm?showtab=extras&ID=rtitles','relatedtitles.cfm')) |

The highlighted areas indicate access to topic areas. The chapter and anatomy quizzes are excellent resources to test your understanding of the required reading content but the chapter quiz may not correlate with the same chapter number for the reading content.

Depending on your NP major and interest, you may want to challenge yourself with more of the quizzes than are required. Each quiz question gives you immediate feedback and an explanation of correct/incorrect answers. There is a printable quiz summary at end of each quiz which provides a grade. You can retake any quiz as many times as necessary. Some quizzes will have the quiz name and your name on the summary sheet and others will not, so add the quiz name and your name as applicable.

You may want to print some of the quiz x-rays such as the chest x-ray which is labeled and create a reference to use in the clinical setting, but this is not required for this course.

Radiology Assignment

\*TO RECEIVE CREDIT, SUMMARY PAGES SHOULD REFLECT A

GRADE OF >80%. (YOU CAN REPEAT THE QUIZZES AS MANY

TIMES AS NECESSARY)\*

**ASSIGNMENT #1** (RADIOLOGY CLASS DATE):

PRINT AND TURN IN THE FOLLOWING SUMMARY PAGES FOR EACH ASSIGNED QUIZ:

* CHAPTER QUIZZES
* 01 Recognizing Anything
* 02 Technically Adequate
* 08 Pneumonia
* 15 Plain Abdomen
* 16 Obstruction
* 22 Fxs and Dislcoations
* ANATOMY QUIZZES
* 05 Chest
* 12 Abdomen

You will need to allow 30 to 60 minutes to complete this assignment.

*Print the summary at the end of each quiz or use the Ctrl Print Screen function to paste the screen into a Word document then print. Please staple or paperclip your pages together, put your name on the first page, and turn it in before the final exam.*

Radiology Assignment

**ASSIGNMENT #2** (Due on the day of the final exam)

FIND YOUR NP MAJOR BELOW AND TURN IN THE FOLLOWING SUMMARY PAGES FOR EACH ASSIGNED QUIZ:

* **FNP AND ANP/GNP**

CHAPTER QUIZZES

* + 03 Cardiomegaly
  + 04 Airspace vs Interstitial
  + 07 Pleural Effusions
  + 11 CHF
  + 22 Fxs and Dislocations

ANATOMY QUIZZES

* + 09 Forearm
  + 11 Hand
  + 17 Leg
  + 18 Ankle
  + 19 Foot
* **ACNP AND PNP/ACPNP/NNP**

CHAPTER QUIZZES

* + 03 Cardiomegaly
  + 04 Airspace vs Interstitial
  + 07 Pleural Effusions
  + 09 Pneumothorax
  + 11 CHF
  + 12 Tubes and Lines
  + 22 Fxs and Dislocations

ANATOMY QUIZZES

* + 02 C Spine
  + 14 Hip

*Print the summary at the end of each quiz or use the Ctrl Print Screen function to paste the screen into a Word document then print. Please staple or paperclip your pages together, put your name on the first page, and turn it in before the final exam.*

sd:8/13

University of Texas at Arlington

College of Nursing

N 5313/N5314

Guidelines for Evidence Based Practice Paper

Faculty Coordinator for this Assignment: Lindy Moake ([moake@uta.edu](mailto:moake@uta.edu))

Purpose: The purpose of this short paper (3-5 pages) is to discuss current evidence based practice in a specific aspect of skill directed care in the health care delivery environment.

Content: Select a skill based protocol/procedure from your work setting, from National Guideline Clearinghouse OR write a skill based protocol/procedure found in a reference.

Topics:

5313: Wound management. (Examples: laceration preparation, wound closure techniques, local anesthesia for lacerations, wound debridement, etc.)

5314: Airway management. (Examples: rapid sequence intubation, alternative airway management-laryngeal mask airway, blind intubation, fiberoptic intubation, Kingtube®, surgical airways, securing ETTs)

For the selected protocol/procedure summarize and evaluate 2 research studies that support the protocol/procedure.

Criteria/Grading: Use the grading criteria rubric to organize the paper. For each research article, discuss the following:

a. Purpose/problem statement of the study

b. Study design

c. Study sample including appropriateness of sample to population of student’s interest

d. How data were collected including any apparent strengths/weaknesses related

to data collection

e. Results of the study

f. Discussion of the results, including specifically how the results are

integrated into the procedure/protocol.

g. Organization of information, APA format.

Paper Submission (DO NOT SEND ELECTRONICALLY):

* Submit 1 hard copy of paper on due date (in class)
* Attach the selected protocol/procedure as an appendix to your paper
* Attach the 2 research articles.

Rev: 5/13

**Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Faculty: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**N5313/N5314 Invasive Procedures**

**Evidence Based Practice Paper Grading Criteria**

**NOTE: This is a formal paper; use APA 6th edition for paper format and references.**

**\_\_\_\_\_ Attach protocol/procedure appropriate to paper requirements**

(5 points)

\_\_\_\_\_ **Attach (2) research articles.**

**Research Studies** review of the 2 research studies and (at minimum) discuss the following: (90 points):

#1 #2

\_\_\_ \_\_\_ Purpose/problem statement of the study (15 points)

\_\_\_ \_\_\_ Study design (10 points)

\_\_\_ \_\_\_ Study sample including appropriateness of sample to

population of student’s interest. (10 points)

\_\_\_ \_\_\_ How data were collected including any apparent strengths/

weaknesses related to data collection (20 points)

\_\_\_ \_\_\_ Results of the study (15 points)

\_\_\_ \_\_\_ Discussion of the results including specifically how the

results are integrated into protocol/procedure. (20 points)

**Organization; APA**

\_\_\_\_\_ Organization of information, introduction/conclusion,

APA format. (5 points)

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