

NURS 4351: Nursing Leadership & Management
Fall 2015

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Clinical Sites: Cook Children's Medical Center; Plaza Medical Center; Methodist Dallas Medical Center

Individual faculty office hours will vary. Faculty office hours are by appointment and e-mail request.

Time and Place of Class Meetings: PKH 227 Mondays 8-10:50am or 1-3:50pm

3 Credit hours, Lecture 30 hours, Clinical 45 hours

Class: See course schedule for more information

Description of Course Content: Exploration of organizational strategies, leadership theories and societal trends with implications for decision making in health care. Introduction to management skills needed by professional nurses with clinical application in diverse settings. Prerequisites: NURS 4431, 4441, 4581.

Student Learning Outcomes:

1. Apply leadership & management principles to nurse management roles/responsibilities in decision making, conflict resolution, communication, resource management, and advocacy.
2. Communicate and collaborate effectively in interpersonal, interdisciplinary groups & organizational contexts.
3. Demonstrate effective leadership skills in critical thinking, delegation, patient care management and conflict resolution.
4. Evaluate patient care delivery based on safety, clinical practice outcomes and by identification of potential risks and process improvement opportunities in patient care management.
5. Serves as role model of ethical conduct and professionalism consistent with the UTA College of Nursing Code of Conduct and ANA Code of Ethics for Nurses.
6. Utilize healthcare and organizational resources efficiently and effectively to accomplish goals within a specified timeframe.
7. Utilize reflective evaluation of self and others regarding effective problem solving and decision making.

REQUIRED TEXTBOOKS:

Marquis & Huston. (2015). Leadership roles and management functions in nursing. (8th ed). Wolters Kluwer: Lippincott Williams & Wilkins. ISBN 9781451192810

Assignments/Exams:

Exam 1	20%
Exam 2 (not comprehensive)	35%
Management Clinical Worksheet	20%
Management Case Studies	10%
Quizzes and Classroom/Online Application Exercises	15%
TOTAL:	100%

UTA College of Nursing Grading Criteria

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; see “Student Support Services,” below.

In order to successfully complete an undergraduate nursing course at UTA, the following minimum criteria must be met:

- 70% weighted average on proctored exams
- 70% weighted average on major written assignments (none for N4351)
- 90% on math test (if applicable)
- 90% on practicum skills check offs (if applicable)

In undergraduate nursing courses, all grade calculations will be carried out to two decimal places and **there will be no rounding of final grades.** Letter grades for exams, written assignments and end-of-course grades, etc. shall be:

A= 90.00 – 100.00

B= 80.00 - 89.99

C= 70.00 – 79.99

D= 60.00 – 69.99

The existing rule of C or better to progress remains in effect; therefore, to successfully complete a nursing course, students shall have a course grade of 70.00 or greater. **ALL quizzes, exams, and exams count toward the required minimum course grade of 70.00. There are no opportunities for “make-up” assignments or to earn extra credit in this course.**

Weighted Grading Criteria

Final grades are calculated using weighted averages. The following examples demonstrate how to calculate your course grade using weighted averages.

Graded Item	Percentage Item is Worth
Exam 1	20%
Exam 2	35%
Management Clinical Worksheet	20%
Management Case Studies	10%
Quizzes/classroom exercises	15%

The following student scored 70% on exams and written assignments:

	Weight of Item	Student Grade	How to Calculate
Exam 1	20%	70	$X .20 = 14$
Exam 2	35%	70	$X .35 = 24.5$
NM Worksheet	20%	70	$X .20 = 14$
Case Studies	10%	70	$X .10 = 7$
Quizzes/classroom	15%	70	$X .15 = 10.5$
			Total = 70 points

EVALUATION METHODS:

The student must satisfactorily pass the N4351 course exams, demonstrate clinical proficiency, and satisfactorily complete all required written assignments in order to pass the course and progress in the nursing program.

1. Examinations

Exam grades will be posted on Blackboard within one week following the exam date, unless precluded by a exam center computer problem. Exams may be rescheduled **only** for a legitimate reason such as personal illness, family emergency, or death in the family. Original documentation evidence for absence may be required. Exams will not be rescheduled for convenience of vacation travel or work schedules.

The exams may be given either in the written (paper) format or on a computer at UTA. Exams are given at UTA only and are proctored. Students must bring their UTA ID card for all exams.

2. Missed Examinations

Students absent on a scheduled exam day must notify the lead teacher prior to the start time of the scheduled exam and make arrangements to take the exam within 7 days of the exam day. **Make-up exams will be in a format determined by the lead teacher and may include short answer or essay questions.** Students who are late to class on a scheduled exam day must complete the exam within the allotted time frame set by the lead teacher.

3. Quizzes and Classroom and Online Module Application Exercises

Unannounced quizzes may be given on any scheduled class day and will be on topics previously covered in class or in assigned reading. If a student enters the classroom after the start of a quiz, the student may begin the

quiz at that point. Classroom application exercises, including but not limited to case studies, group discussions, and class entry or exit tickets, will be scheduled periodically to help reinforce content discussed in class.

Students must be present during the exercise to receive credit for participation in the exercise. Missed quizzes and classroom application exercises may not be made up at a future date.

4. Assignments

All course assignments are due on the dates posted on the **course schedule and to be submitted in the manner directed**. These assignments should be completed on the Evolve website or submitted on Blackboard. Assignments not received by the deadline will be considered late with late penalties to apply according to the grading criteria for the written assignments. All requests for late submission of a written assignment must be communicated to the responsible clinical faculty **PRIOR** to the assignment deadlines.

Course faculty is available to meet with students at any time prior to submission of assignments to answer questions and clarify grading criteria for the assignments. Rough drafts of written assignment will not be reviewed by faculty prior to the submission of the final assignments. In addition, written assignments will not be given a “second reading” by another faculty member or the lead teacher for the purpose of finding additional points to raise a student’s final letter grade in the course, and there will be no opportunities for the submission of “extra credit” assignments after final grades are computed in order to raise the student’s final grade in the course. Paper may not be re-written after submission for grading.

5. Clinical Experience

Clinical evaluation will be completed by the clinical faculty and will include student-provided documentation, and preceptor input. Students demonstrating consistent satisfactory accomplishment of the clinical objectives will receive a **PASS** for the clinical experience. Students who fail to demonstrate expected clinical behaviors or are deemed unsafe will **FAIL** the clinical component and receive a course grade **F**. Refer to Undergraduate Handbook for more information

IMPORTANT FALL SEMESTER 2015 DATES

Exam 1: October 12, 2015

Exam 2 (not comprehensive): November 9, 2015

Attendance: At The University of Texas at Arlington, taking attendance is not required. Rather, each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, find the attendance policy for this class below.

STUDENT RESPONSIBILITIES:

1. Attendance and participation is expected for lectures, classroom application exercises, quizzes, clinical learning experiences, student clinical conferences, and clinical performance evaluations. *Roll will be taken on class days, and students are expected to be on time for all classroom and clinical activities.* Excessive absences will be reported to the Registrar’s office, and may result in course failure. On scheduled clinical days, students are expected to notify **BOTH** the clinical instructor and clinical preceptor of absences as soon as possible. Students are expected to document weekly clinical hours required for the course with signature verification by the preceptor/designee during the clinical rotation. Absences from clinical will be made up at the discretion of the clinical instructor.
2. Exams may be rescheduled only for a legitimate reason such as personal illness, family emergency, or a death in the family. Exams will not be rescheduled for convenience of vacation travel or work schedules.
3. **NO CHILDREN MAY BE BROUGHT TO CLASS OR EXAMS.** Do not leave children unattended in the building.
4. Students are responsible for any information presented in class, including, but not limited to lecture notes, announcements, schedule changes, syllabus changes, and handouts. Students absent from class

have the responsibility to obtain missed information from another classmate. Students are also responsible for any announcements posted on Blackboard *throughout the semester*.

5. During class, the audio mode of beepers and cell phones must be turned off. Cell phone conversations should be limited to break time only.
6. Laptops may be used during class time for **NOTE TAKING ONLY** and should not be for other purposes during class time. Students using laptops **during class time** for *non-course related activities* may be asked by faculty to turn off the laptop and/or leave the classroom so as not to distract other students.
7. Students should provide their families and/or emergency contacts with class and clinical schedules, as well as phone numbers of the College of Nursing and clinical agency, so that messages may be given to students in an appropriate manner. Conversely, students will be asked to provide their clinical instructors with the name and phone number of a person who can be contacted in case of an emergency affecting the student.
8. Students will be requested to complete instructor, course, and clinical facility evaluations as part of the College of Nursing's commitment to ongoing quality control and improvement of course delivery and curriculum effectiveness.

PROTOCOL FOR EXAM TAKING: APPLIES TO WRITTEN AND COMPUTER BASED EXAMS

1. Students must present the **UTA student ID** in order to take an exam.
2. No talking between students is allowed during testing.
4. Scratch paper may be provided at the beginning of the exam but must be turned in by each student when exiting the exam area.
5. All personal computers not being used for exam taking, cell phones, and pagers must be turned off and placed at the front or sides of the room during all exams. No cell phones, pagers, electronic paraphernalia, head phones, books, pages of books, papers, notes, or note cards of any type may be on your person or used in any manner during an exam. **DURING COMPUTER BASED TESTING, COMPUTERS MAY BE USED FOR EXAM TAKING PURPOSES ONLY.**
6. Purses, backpacks and all class materials are to be placed at the front or sides of the room during the exam period.
7. Students are expected to **KEEP THEIR EYES ON THEIR OWN PAPER/COMPUTER SCREEN** and not look about the room during exams. The exam proctor will move you to a different seat if this requirement is not followed.
8. Students are responsible for using a pencil for ALL exams, quizzes, and evaluation scantrons *if applicable*. Scantrons written in pen will **NOT** be graded. The student will receive a zero for that exam or quiz. Remember to bring sharpened pencils to all classes and exams.
9. Baseball caps must be removed or turned so that the "bill" of the cap is at the back of the head during exams.
10. Students must complete the exam and have name, student ID number and ALL answers bubbled on the Scantron when time is called. Students may not bubble in answers or information after time is called. **Student must stop all computer entry activity when exam time is called.**
11. Students are requested to maintain a quiet atmosphere in the hallway if finished ahead of classmates.
12. Please refer to course schedule for dates of exams.
13. Students arriving excessively late for an exam and/or students arriving for an exam after other student(s) have completed the exam and/or left the room will not be permitted to take the regularly scheduled exam. A make-up exam will be required.
14. **Non-compliance with these guidelines will result in disciplinary action and may result in course failure.**

PROTOCOL FOR EXAM REVIEW:

1. Exam review will be scheduled after each exam by the lead teacher.
2. No note-taking is allowed during exam reviews.
3. Exam reviews are optional unless the student receives a grade less than 70% on the midterm exam. Students scoring less than 70% on the midterm **will** be required to schedule an appointment with both the lead teacher and the Student Success Coordinator to review the exam and discuss remediation strategies

for success on the final exam.

Professional Conduct on Blackboard and Social Media Sites

The Blackboard Discussion Board is to be viewed as a professional forum for student discussions. Students are free to discuss academic matters and consult one another regarding academic resources. The tone of postings on the Blackboard Discussion Board is to remain professional in nature at all times. It is not appropriate to post statements of a personal or political nature, or statements criticizing classmates or faculty. Statements considered inappropriate will be deleted by course faculty.

Announcements from student organizations may be posted to the designated level discussion board (not associated with this course).

Students are to refrain from discussing this course, including clinical situations, written assignments, peers, or faculty on all social networking sites such as Facebook, Twitter, etc.

Failure to comply with these expectations may result in further action including but not limited to removal from the discussion board.

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 University Catalog.

<http://catalog.uta.edu/academicregulations/grades/#undergraduatetext>

Drop Policy: Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw.

Undeclared students must see an advisor in the University Advising Center. 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. For more information, contact the Office of Financial Aid and Scholarships (<http://wweb.uta.edu/aao/fao/>).

Courses with adjusted drop dates in Fall 2015 are as follows:
Management, Trends, and Community Health: October 19, 2015
Capstone: December 4, 2015

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 or by calling the Office for Students with Disabilities at (817) 272-3364.

Title IX: The University of Texas at Arlington is committed to upholding U.S. Federal Law "Title IX" such that no member of the UT Arlington community shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity. For more information, visit www.uta.edu/titleIX.

Academic Integrity: Students enrolled all UT Arlington courses 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.

UT Arlington faculty members may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. If any exams are administered in a non-proctored environment, I reserve the right, at any time, to require a student to take or re-take any or all exams in a proctored environment. If I deem this necessary, the student is responsible for making the proctoring arrangements, subject to my approval. This policy applies to any and all assignments required in this course.

Per UT System Regents' Rule 50101, §2.2, which states “Academic 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.” Suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Community Standards. Being found responsible for violating Regents' Rule 50101, §2.2 by the Office of Community standards will result in course failure. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University.

PLAGIARISM: Copying another student's paper or any portion of it is plagiarism. Additionally, copying a portion of published material (e.g., books or journals) without adequately documenting the source is plagiarism. 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 at the end of each paragraph. 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 encouraged to review the plagiarism module from the UT Arlington Central Library via <http://library.uta.edu/plagiarism/index.html>. Papers are now checked for plagiarism and stored in Blackboard.

Student Support Services: 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, or view the information at www.uta.edu/resources.

Electronic Communication: UT 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>.

Student Feedback Survey: At the end of each term, students enrolled in classes categorized as “lecture,” “seminar,” or “laboratory” shall be directed to complete an online 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>.

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 stairwell. 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 individuals with disabilities.

LIBRARY INFORMATION: **Peace Ossom Williamson, MLS, MS, AHIP**
Nursing Liaison Librarian, Central Library Office 216
<http://www.uta.edu/library> | peace@uta.edu
Research information on nursing:
<http://libguides.uta.edu/nursing>

**UNDERGRADUATE
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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.

CODE OF PROFESSIONAL CONDUCT

Nursing students in the UTA CON are considered to be part of the nursing profession. As members of the profession, students are expected to commit to and maintain high ethical standards. Students are responsible and accountable for their own academic and professional behaviors and the resulting consequences.

Students will demonstrate self-discipline throughout all aspects of their nursing education, including meeting academic responsibilities and exhibiting professional conduct in the classroom and in the community, as outlined in the Texas Nurse Practice Act and Texas State Board of Nursing Policies.

It is each student’s responsibility to promote scholastic honesty and professional ethics by actively participating with faculty in maintaining a quality academic environment. Students are expected to guard public safety by immediately reporting to faculty, any incident they observe or are aware of which would allow incompetent, unethical, or illegal practice by another individual. Having knowledge of and failing to report such behaviors constitutes a breach of both academic and professional responsibilities.

Refer to the Student Handbook for more information.

APA FORMAT:

APA style manual will be used by the UTACON with some specific requirements for the undergraduate courses. The sample title page & instructions, as well as a Manuscript Preparation document can be found in the Student Handbook which can be found by going to the following link and clicking on BSN Student Handbook: <http://www.uta.edu/nursing/bsn-program/>

CLASSROOM CONDUCT GUIDELINES:

The Faculty of the BSN Program believes that classroom teaching has two goals: the provision of content pertinent to the discipline of nursing and the socialization of students into the professional role. We are committed to providing the curriculum in an atmosphere conducive to student learning and in a manner that will prepare graduates to be successful in the health care workplace. Refer to the Student Handbook for more information.

TESTING ENVIRONMENT:

Although faculty strives to provide a quiet learning/testing environment there may be noises and distractions in any testing environment that are beyond the control of the exam proctors. If a student feels that the testing environment is unduly noisy or distracting for any reason, it is the responsibility of the student to report this to an exam proctor as soon as possible during the exam so corrective action may be taken. While measures are taken to avoid internet connection disruptions, *Web based testing includes the risk of unexpected/uncontrolled connectivity interruptions. In the event such interruptions occur*, faculty will modify exam end time to assure that students have the full scheduled length of time to complete the exam.

ESSENTIAL SKILLS EXPERIENCE:

Throughout this course the essential skills are embodied in the professional conduct and leadership expected of Registered Nurses. These skills are demonstrated in behavior, communication, dress, punctuality, responsibility, integrity, and being accountable for ones own actions.

CLINICAL DRESS CODE:

The clinical dress code applies to all graduate and undergraduate students of The University of Texas at Arlington College of Nursing (UTACON), and has two primary purposes: To insure that, whenever in the clinical setting, students of the UTACON: 1) represent the nursing profession and UTACON in a professional and appropriate manner, and 2) are readily identifiable as students. Students should be identified at all times by wearing their nursing student identification badge/name tag.

Students are to adhere to the dress code any time they present themselves to a clinical agency in the role of nursing student. This includes going to the agency prior to clinical to select a patient, arriving at the agency in street clothes to change into hospital scrubs, and attending post-conference or classroom time at the agency, as well as when attending clinical. Clinical faculty has final judgment on the appropriateness of student attire. Refer to the Student Handbook for more information.

Undergraduate, pre-licensure student nurses should wear their UTACON uniform and UTACON insignia patch ONLY when in simulation, clinical or other learning experiences authorized by UTACON faculty. Students are to provide nursing care to patients at clinical facilities ONLY when authorized by their UTACON instructor and when their clinical instructor and/or preceptor are present on site. Students who provide nursing care to patients when an instructor or preceptor IS NOT present on site will receive a FAILING grade for clinical and a course grade of "F".

OBSERVANCE OF RELIGIOUS HOLY DAYS:

Undergraduate Nursing faculty and students shall follow the University policy regarding Observance of Religious Holy Days: (http://www.uta.edu/catalog/content/general/academic_regulations.aspx#6)

Clinical Attendance When University is Closed

Some programs in the College of Nursing, such as the Academic Partnership Program, may require students to attend clinical on evenings, nights, week-ends, or holidays. Students are expected to attend their assigned clinical rotation as scheduled, even when the University is otherwise closed.

POLICY ON INVASIVE PROCEDURES

Allowing students to practice invasive skills (e.g., IM, SQ, IV's, NG tubes, intubation) on other students in the learning lab will no longer be used as a teaching strategy. Skills may be practiced on the simulators in the learning lab. Students will be able to perform the skills in the clinical setting under the appropriate faculty or preceptor supervision.

CLINICAL PASS/FAIL:

Clinical Failing Behaviors

Clinical failing behaviors are linked to the Texas Board of Nursing Standards of Professional Practice. Issues related to professional conduct, management of stress, clarification of course, clinical assignment, and/or professional role expectations, may warrant clinical warnings, contracts for remediation, or course failure.

Clinical Failing Behaviors	Matched to NPA
1. Performance is unsafe.	1,2,3,5,6,7,9,10,11,12,13,14
2. Questionable decisions are often made.	1,2,3,4,5,6,7,8,9,10,11,12,13,14
3. Lacks insight into own behaviors and that of others.	1,2,3,4,5,6,8,9,10,11,12,13,14
4. Difficulty in adapting to new ideas/functions.	4,5,6,7,8,9,10,11,13,14
5. Continues to need additional guidance and direction.	1,2,3,5,6,7,8,9,10,11,14

Standards of Professional Nursing Practice (BON 213.27, 217.11, 217.12)

1. Knows rationale for side effects of medications and treatments, and correctly administers same 217.00 (1) (C).
2. Documents nursing care accurately and completely, including signs and symptoms, nursing care rendered medication administration. Contacts health care team concerning significant events in patient health 217.11 (1) (D).
3. Implements a safe environment for patients and/or others, i.e., bed rails up, universal precautions 217.11 (1) (B).
4. Respects client confidentiality 217.11 (1) (E).
5. Accepts assignments commensurate with educational level, preparation, experience and knowledge 217.11(1) (T).
6. Obtains instruction and supervision as necessary when implementing nursing procedures or practices 217.11(1) (H).
7. Notifies the appropriate supervisor when leaving an assignment 217.11(1) (I).
8. Recognizes and maintains professional boundaries of the nurse/patient relationship 217.11(1) (J).
9. Clarifies orders, treatments, that nurse has reason to believe are inaccurate, non-effective or contraindicated 217.11(1) (N).
10. Able to distinguish right from wrong 213.27(b) (2) (A).
11. Able to think and act rationally 213.27(b) (2) (B).
12. Able to keep promises and honor obligations 213.27(b) (2) (C).
13. Accountable for own behavior 213.27(b) (2) (D).
14. Able to promptly and fully self-disclose facts, circumstances, events, errors and omissions when these disclosures will enhance health status of patients or protect patients from unnecessary risk or harm 213.27(b) (2)(G).

Please refer to the Board of Nursing at www.BON.state.tx.us for any additional information regarding the Texas Nursing Practice Act.

HAZARDOUS EXPOSURE TO BLOOD, BLOOD PRODUCTS OR BODY FLUIDS:

Note: The Centers for Disease Control and Prevention recommend that individuals who have been exposed to needle sticks or to potentially infectious blood, blood products, or body fluids should be evaluated and, when appropriate, have treatment initiated within two hours.

Upon sustaining a contaminated needle stick or being exposed to hazardous blood or blood products, the student will:

1. Immediately report the incident to the clinical faculty member and the appropriate person in the clinical agency.
2. Have the wound inspected, cleansed, and dressed.
3. Complete the institutional incident report and follow institutional policy as applicable.
4. Seek medical attention as necessary based on level of exposure.

Please note that all students are responsible for obtaining and maintaining their own health insurance and are responsible for the costs of medical/health care assessment, treatment and follow-up that are not covered by the student's health insurance. Students should be aware of the coverage on their health insurance policy as most may not cover the full cost of required medical treatment and services in the case of a contaminated needle stick or hazardous exposure to blood or blood products.

Award for Student Excellence in Clinical Nursing

This award is for an exceptional student who consistently exceeds the clinical expectations of the course. The student will be honored at an awards ceremony at the end of the semester. Clinical faculty will further discuss the award during the clinical rotation.

Criteria for selection:

- Consistently exceeds clinical performance standards in the application of theoretical concepts, evidence-based practice, and communication (written and verbal).
- Demonstrates exemplary performance in the use of critical thinking and problem solving skills.
- Demonstrates exemplary performance in the application of leadership principles and professionalism.

NO GIFT POLICY:

In accordance with Regents Rules and Regulations and the UTA Standards of Conduct, the College of Nursing has a “no gift” policy. A donation to the UTA College of Nursing Scholarship Fund would be an appropriate way to recognize a faculty member’s contribution to your learning. For information regarding the Scholarship Fund, please contact the Dean’s office.

The Student Handbook can be found by going to the following link:

<http://www.uta.edu/nursing/bsn-program/> and clicking on the link titled BSN Student Handbook located in the lower left-hand corner.

Emergency Phone Numbers: In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911.