Syllabus

THE UNIVERSITY OF TEXAS AT ARLINGTON
COLLEGE OF NURSING
BSN and RN to BSN

N3100, N3200, N4100, N4200 – Cooperative Nursing Work Experience

Prior to registering for the course, the student must secure a position in a healthcare facility. If the student is in the pre-licensure BSN program, the position must include working with registered nurses in a role of a patient care technician, nurse extern, etc. (A copy of the job description needs to be submitted with the application.) If the student is in the RN-to-BSN program, working in a position as a registered nurse is required. (A job description is NOT required if working in a traditional role of staff nurse, nurse manager, etc.)

Application for the course must be submitted in advance of registering for the course. Application includes a current resume, facility job description, and two or three student-specific goals for the Co-Operative Learning Experience. (Your application packet must be approved by Dr. Mancini before you can register – please allow 7-10 days for evaluation of your packet)

Course Description

The Cooperative Education Program at UT Arlington College of Nursing is specifically designed to help the student learn and practice new skills in an actual work setting. Cooperative Education seeks to integrate classroom study with career related practical experience in the world beyond the classroom. This Cooperative learning experience focuses on two important goals: (1) to transition theoretical knowledge into actual practice by integrating the lessons learned in the classroom into the work setting and (2) provide an opportunity to develop the skills needed to become a self-directed, life-long learner.

How Is This Course Different?

As healthcare professionals, registered nurses need to apply the knowledge and skills acquired in the classroom. But that isn't enough – registered nurses need to be able to continuously update their knowledge, access evidence on a routine basis, and work effectively with other members of the healthcare team to implement the most up-to-date evidence-based practices. These are the behaviors that students practice during this course. The faculty member is available to guide the student but each student will be responsible for setting personal goals and for personal learning while in the work setting and through intentional reflection on these experiences. Educational research has shown when students exert effort to intentionally look for opportunities to experience selected situations and then practice doing things differently, these skills and behaviors translate into habits that stay with students well past the end of the course.
While working in the role of a patient care technician (if in the prelicensure BSN program)

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or a registered nurse (if in the RN-BSN program) the student will purposely seek opportunities to use or reinforce new skills and behaviors associated with major professional nursing concepts. Using reflective journaling as a self-directed learning process, students will expand their understanding of nursing practice and apply evidence-based practice in the clinical setting.

What Is Reflective Journaling?

Reflective journaling is more than writing a note or making an anecdotal record. Reflection is both a technique and a purposeful process that causes an individual to intentionally review and process information and experiences. Journaling is a strategy that provides students the opportunity to take time and reflect upon what they have done, what they were thinking, why they did what they did, and what they might do differently in the future. In so doing, experiences become more real and lessons can be learned. The students in this course should journal following each worked shift. This journal will be the basis for the final narrative essay that will be submitted for evaluation.

Clinical Expectations

For the pre-licensure BSN student, the opportunity to gain additional clinical experience in a job or externship **is not** like being enrolled in a required clinical course. It is very important for pre-licensure BSN students to always know their limitations and have a copy of their job description available for review. Although students in the UTA Co-Op program, students are **first** employees of the agency and must function under the established job description. Doing clinical in the Co-Op course is **NOT** like doing clinical in a required course such as Medical-Surgical Nursing or Pediatrics. **The student can only do those activities outlined in the job description.** Functioning outside the guidelines for the job description (such as giving medications or doing highly technical procedures that only RN's can do), could jeopardize the student's employment and affect the opportunity to be a licensed nurse in the state of Texas in the future. It is the student's personal responsibility to know what can and cannot be done in the role in which employed.

Credit Hours and Clock Hours

Varies: From 1 to 6 Credit hours. (N3100, N3200, N4100, N4200)

Course Instructor

Mary Elizabeth (Beth) Mancini, RN, PhD, NE-BC, FAAN
Professor
Office: PKH 605
Office Telephone: 817-272-7085
Office Hours: varied Monday - Friday

Required Textbooks

None

Supplemental/Optional Textbooks/Articles

1. American Psychological Association. (2010). *Publication manual of the American Psychological*

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Association. (6th ed.). Washington, D.C.: American Psychological Association.

2. Lasater Km Nielsen A. Reflective journaling for clinical judgment development and evaluation, J Nurs Educ. 2009 Jan;48(1):40-4.

Course Outcomes

Course Performance Outcomes *At the end of this course, the student should be able to:*	Performance Measurement
1. Practice skills and apply theory learned in the classroom.	Personal analysis of work experience, Essay, Supervisor Evaluation
2. Integrate work experience into total education.	Personal analysis of work experience, Essay, Hours Verification Form
3. Function as a member of the employer's team.	Personal analysis of work experience, Essay, Supervisor Evaluation
4. Participate in personal and professional learning.	Personal analysis of work experience, Essay

Topics

Evidence-Based Practice
Professionalism
Team Dynamics
Self-Directed Learning

Learning Methods

Reflective journaling
Written assignment
Self-directed learning

UTA College of Nursing Grading Criteria

Successful completion of this course requires:

1. Logging 50 clinical (work) hours per credit hour. (e.g. taking N4100 and N4200 requires a minimum of 150 work hours in that semester)
2. Complete and submit the required *Evaluation and Hours Verification Form*.
3. Submission of a final narrative essay.

Based on the number of credit hours being taken, the final narrative essay must be 5-7 pages in length (not including cover page and references) in APA format. Drawing from the reflective journal, the essay should be a summary of your Co-Operative experience and describe how you achieved your goals.

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The Evaluation and Hours Verification Form can be scanned and emailed to mancini@uta.edu, faxed (817-272-5006) to the attention of Dr. Mancini, or mailed to:

Dr. Mary Mancini
Professor
The University of Texas at Arlington
College of Nursing
Box 19407
Arlington, Texas 76019-0407

The final essay should be emailed to Dr. Mancini (***mancini@uta.edu***).

This course is graded Pass/Fail. To pass the course, all components must be graded as "acceptable."

Components to Be Graded	Acceptable	Not Acceptable
Completion of Required Clinical Hours	≥ 50 clinical (work) hours per credit hour	< 50 clinical (work) hours per credit hour
Submission of Required Paperwork	All paperwork submitted on time and in a complete manner	Paperwork submitted late or incomplete
Essay	Meets all requirements including: a minimum of five to seven pages (not including cover page and references), submitted on time and in APA format with a minimum of 3 references from refereed journals. NOTE: if you are taking more than 3 hours, your paper should be more indepth and a minimum of 7 pages in length	Does not meet all requirements including: a minimum of five pages (not including cover page and references), submitted on time and in APA format with a minimum of 3 references from refereed journals.

*Late assignment may be penalized up to 10 points for every day late after the date and time due unless **prior arrangements** have been made with the faculty*.

Faculty's Philosophy and Responsibilities

Education is a journey, not a destination. Learning is a life-long activity. As the faculty

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member for this co-operative learning experience, my role is to facilitate your learning and help you to become a self-directed, life-long learner capable of maintaining your own knowledge and skill set over time...ultimately this is the personal responsibility of every professional registered nurse.

Student Responsibilities

Students are responsible for establishing personal goals for the Co-Operative Learning Experience, completing the required number of clinical (work) hours, submitting required paperwork on time, and communicating any needs/concerns to the faculty member in a timely manner.

All written presentations should follow *APA* format guidelines, using correct grammar, spelling, and punctuation.

Library Information

Peace Williamson, Nursing Librarian
Email: peace@uta.edu

Research information on Nursing: http://www.uta.edu/library/research/rt-nursing.html

UTA INFORMATION

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 on the UTACON website:
http://www.uta.edu/nursing/file_download/137/ETHICS.pdf

Academic Integrity

It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include 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." (Regents' Rules and Regulations, Series 50101, Section 2.2) For additional information please refer to the CON Student Handbook.

Statement for Americans with Disabilities Act

The University of Texas at Arlington is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112 - The Rehabilitation Act of 1973 as amended. With the passage of federal legislation entitled Americans with Disabilities Act (ADA), pursuant to section 504 of the Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens.

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As a faculty member, I am required by law to provide **"reasonable accommodation"** to students with disabilities so as not to discriminate on the basis of that disability. All lecture videos are provided in the Resources section of the course with ADA accommodations. Student responsibility primarily rests with **informing your Academic Coach or faculty at the beginning of the course and in providing authorized documentation**. Information regarding specific diagnostic criteria and policies for obtaining academic accommodations can be found at **www.uta.edu/disability**.

COLLEGE OF NURSING INFORMATION

APA Format

All nursing papers are expected to follow American Psychological Association (APA) format.

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 an Academic Coach or faculty member's contribution to your learning. For information regarding the Scholarship Fund, please contact the Dean's office.

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