**N5336 Family III**

**The University of Texas at Arlington**

**College of Nursing and Health Innovation**

**Summer 2017**

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| **Reni Courtney, PhD, APRN, FNP-BC**Office Number: Pickard Hall #627-AOffice Telephone Number: 817-272-2776817-845-6318 [for VM or text for urgent issues]Office Hours: by appointmentEmail Address: maureen@uta.edu Faculty Profile: https://www.uta.edu/profiles/courtney  |
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**Section Information:** NURS 5336 Sections 001

**Time and Place of Class Meetings: (SEE COURSE SCHEDULE)**

Pickard Hall, Room 206, Class dates 4:00-7:00 PM

CHAT online CHAT dates 4 pm – 6:00 pm

Final exam online

# Nursing 5336: Family Nurse Practitioner 3 (FNP 3) (ON CAMPUS)

**Course Description:** This course focuses on advanced concepts and knowledge for nurse practitioner primary care management of **designated** acute, chronic and complex health problems of individuals and families across the lifespan. **Particular emphasis will be on adult wellness, common psychiatric conditions, and cardiometabolic disorders including diabetes, HTN, and dyslipidemia.**

**Student Learning Outcomes:**

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

1. Evaluate theoretical and empirical knowledge of **designated** acute, chronic and complex health problems in primary care practice for individuals and families across the lifespan.

2. Assess diagnose, and manage the health care needs of individuals across the lifespan with **designated** acute, chronic and complex problems.

3. Apply evidenced-based practice guidelines to the planning of comprehensive health care for individuals and families across the lifespan.

4. Plan health promotion, health protection, and disease prevention approaches in the care of individuals and families across the lifespan.

5. Plan health education, coaching, shared decision-making, and counseling strategies in the care of individuals and families across the lifespan.

6. Plan care that is sensitive to individuals and families across the lifespan in the domains of culture, spirituality, age, gender, and sexual orientation.

7. Identify collaborative roles of other health professionals in the care of individuals and families across the lifespan.

# Pre-Requisite Courses:

NURS 5315, 5334, and 5418. All pre-requisite courses must be COMPLETED prior to FNP 3

# Section:

NURS 5336 section 001

# Instructor(s):

Maureen (Reni) Courtney, PhD, FNP-BC

Associate Professor

# Email:

maureen@uta.edu

**Email:**

Students enrolled are expected to **check their UTA email daily**.

Faculty and Students – Email:

For reasons of web security, faculty, staff, and students must use their **official** UT Arlington e-mail address for all university-related business. As a security measure, and in order to protect student privacy**, only student emails received through the UTA email system will receive a response.** Emails received from any student’s personal email address will be deleted without a response. **In addition, emails from students must be sent from within Blackboard so they can be contained within the course record and be more quickly identified as student email for prompt attention.**

Instructor Office or Department Location:

Pickard Hall, office 627-A

Instructor Office or Department Telephone Number:

(817) 272 2776 Please do NOT leave VM – use email for messages.

Rose Olivier, Admin Asst.

**Required Textbooks and Other Course Materials:**

1. Buttaro, TM et al (2017) Primary care: a collaborative practice. (5th edition). Elsevier. ISBD; 978-0-323-35501-8
2. Gilbert, D., Moellering, R., Eliopoulous, G, Chambers, H., Saag, M. *The Sanford Guide to Antimicrobial Therapy.* Antimicrobial Therapy, Inc.— ALWAYS check for the LATEST EDITION: published new every year). Available in electronic APP version also if preferred.
3. Uphold, CR, and Graham, MV. (2013) Clinical Guidelines in Family Practice (5th edition). ISBN-13: 978-0964615199, ISBN-10: 0964615193.
4. Kaplan and Sadock's Synopsis of Psychiatry: Behavioral Sciences/Clinical Psychiatry Paperback– by Benjamin J. Sadock, Virginia A. Sadock. & Pedro Ruiz. (2014). 11th ed, Wolters Kluvier. ISBN-13: **978-1609139711**
5. Story, L. [2014]. Pathophysiology—A Practical Approach [2nd Ed.]. Jones Bartlett. ISBN-13: 978-1284043891; ISBN-10: 1284043894 or a comparable pathophysiology text that is NO MORE than 2 years old
6. Any refererence guide for quick look up of clinical conditions and treatment in primary care (electronic is HIGHLY recommended on a smart phone such as Epocrates, PEPID, Lexi-Comp, Ferri’s, 5 minute clinical consult, etc. Epocrates is one of the most popular and comes in several versions depending on how comprehensive you wish to purchase. Request the student version.
7. You will need some sort of coding reference that gives you ICD-10 codes—perhaps an app for your smart phone that will automatically update. Epocrates does contain this.

**Descriptions of major assignments and examinations:**

# Grading and Evaluation:

A = 90-100

B = 80-89.99

C = 70-79.99

D = 60 to 69 – cannot progress

F = below 59 – cannot progress

Students are required to maintain a GPA of 3.0**. Be sure you sign and upload the Grade Attestation Form indicating your understanding of course progression policies.**

Final grades are rounded up only if >.55

|  | **Weight / Percentage Value** **Within the Course** |
| --- | --- |
| Topic Quizzes weekly (3 at 10 points each)  | 30 |
| Patient EducationTeaching Kaltura Videos (3 at 3 points each) | 9 |
| MED-U Cases (2 at 2 points each) |  4 |
| Prevention Case Study 15 and MI interview 12  | 27 |
| Final examination |  30 |

**The faculty team is available to provide assistance and support your learning success. Please reach out to us for help as needed. Becoming a nurse practitioner is an educational journey**.

**Course Schedule. See the attached class schedule.**

 “*As the faculty for this course, we reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. – Dr. Courtney*

# Quiz and Test Taking Rules and Tips

Read the test taking tips prior to each quiz and test. Follow these tips to optimize your computer’s functionality, enhance blackboard’s function, and to minimize technical difficulties.

* Respondus Lockdown Browser with video monitoring will be used to administer each quiz and test. Please make sure to download Respondus prior to taking your first quiz.
* Update Respondus prior to completing each quiz and test.
* Update Java prior to completing each quiz and test.
* It is strongly recommended that you be hardwired using an Ethernet cable to your modem—wireless laptops or tablets are **not reliable** and if you use these, you risk a grade of zero for problems you experience during the exam.
* You will need a high definition (1080p) webcam. This will ensure that your IDs and videos are clearly seen. You will use this webcam throughout the FNP curriculum.
* If you are kicked out of a quiz or test, close your browser completely, reopen it, and log back into Respondus lockdown browser to continue taking the quiz or test.
* A photo ID is required to take the test. Show your driver’s license or Mav ID when prompted by the system. Only your driver’s license or Mav ID are acceptable forms of identification. A work ID badge, passport, or other forms of ID are not acceptable and should not be used.
* Your photo ID must be held close enough to the camera to be read. The photo must be facing the camera. If the image of your ID is not legible you will be asked to provide an electronic copy of your driver’s license or Mav ID to verify your identity. Your grade will not be released until your identify has been verified. Failure to verify your identity so it can be viewed by the proctor will result in a zero for the quiz or test.
* You will be asked to show your environment. When you are prompted please rotate the camera to show your desk and the room in its entirety PLUS your clear desktop surface.
* Please ensure that there are no lights shining in front of the webcam. This will obscure the images taken by the webcam.
* Your desk must be completely clear of all materials. Papers, pencils, pens, books, electronics, cell phones, tablets etc. are not allowed on or around your desk while taking a quiz or test. The clear desktop MUST be visible on the environment scan.
* Drinks are not allowed while taking a quiz or test.
* No one else may be in the room while you are taking a quiz or test.
* Once you have started a quiz or test you are not allowed to leave your desk. You must complete and submit the quiz or test prior to leaving your desk.
* Plug in laptops and computers prior to starting the quiz or test.
* Talking is prohibited.
* The use of any electronics is strictly prohibited.

Any violation in the above rules may result in any and all of the following:

* A point deduction up to and including a grade of zero on the respective quiz or test.
* The student may be reported to The Office of Student Conduct. If The Office of Student Conduct determines the reported student has participated in academic dishonesty the consequences may include any or all of the following: a quiz or test score of zero, course failure, probation, suspension or expulsion from the university.

As this course does some testing in an online format, each student must have a computer with a high speed internet connection. The computer should meet UTA’s hardware recommendations: http://www.uta.edu/oit/cs/hardware/student-laptop-recommend.php and Blackboard’s browser requirements: <http://www.uta.edu/blackboard/browsertest/browsertest.php>

This course requires the use of word processing software that is compatible with Microsoft Office formats. Students may purchase this software (in person or by mail) at a significant discount from the UTA bookstore <http://www.bkstr.com/texasatarlingtonstore/home/en>

Students are required to have a webcam to participate in web conferences and to test online. Testing will be done online using Respondus browser and monitor (which students must download from a link within Blackboard and install on their computer).

**Tips for Testing Online Using Respondus Browser and Monitor**

**Prior to testing:**

* Test your browser <http://www.uta.edu/blackboard/browsertest/browsertest.php>
* Connect your computer directly (with an ethernet cable) to your internet source (modem or router). Students who are hardwired to their internet have much fewer internet problems and, therefore, perform better on tests. You can end up in jeopardy if you go wireless.
* Close all programs and restart your computer prior to opening Respondus.
* Disable your firewall and virus protection prior to opening Respondus.

**To begin the test:**

* Open the Respondus Browser (RLB)
* From within the Respondus Browser, you will see the screen that allows you to log into Blackboard, locate your test, and begin testing.
* If you are asked for a password to test it means that you are trying to access the test from within your Blackboard interface versus the Respondus Browser. Get out and reenter via RLB.

**During testing:**

* Do not double click, only single click (and await response from server).
* You do not need to save as when you advance, the item is saved automatically when items are presented one at a time as in this course.
* Set up your webcam so that **you are directly facing your computer screen and webcam**

throughout the test (your webcam should not be beside you or behind you). If you look away from the screen or sideways, you will be flagged and this can result in a grade of zero on the test.

* Sit upright and adjust your webcam, seat, and/or posture to ensure that your **entire face** is visible on the recording
* Look directly at the screen
* No wearing a hat and/or sunglasses allowed
* Ensure your work surface is free of all materials (no paper, writing instruments, cell phones, tablets, second computers, books, etc.). You must confirm this in the 360 degree environmental scan conducted prior to starting the test. You will receive a zero if the 360 scan is not done correctly—especially if the full desk top is not clearly shown.
* Ensure that you are alone in a quiet room while testing to prevent the appearance that you are receiving outside help. Wear a headset if there is noise in rooms adjacent to where you are testing

You are encouraged to test during the day when you can receive assistance from distance education and/or your instructor, if you experience issues while testing. If you lose your connection to the test, get totally out of RLB and reenter as this usually corrects the problem. If you cannot get back in, **text your instructor** and call Blackboard support (link to contact Blackboard help is in the upper right corner of the Blackboard homepage). Please be aware that your faculty cannot be available 24/7 during the testing days.

**Attendance Policy:** 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, **class attendance and participation is expected of all students. Students are responsible for all missed course information. A percentage of your grade is student participation in on campus sessions. In addition, a graded group presentation is part of your grade and your must be present in the classroom.**

**Attendance/other requirements:** Forty-five (45) hours are required for this course.

**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.

Students are responsible for uploading & submitting the correct document in the appropriate Blackboard assignment drop box. The document submitted will be graded and no substitution of the document will be accepted. Submit **ONLY** MS Word documents. Apple MAC users—do not submit Pages! Please verify you have submitted the correct document within five minutes of submission. If faculty are unable to open the document, you will receive a grade of zero.

**Late written assignments will not be accepted and may receive a grade of zero unless specific permission is obtained from the lead teacher ahead of time.**

Students are responsible for assigned readings, web-based assignments, classroom and/or participatory assignments as given by faculty. To participate in classroom case studies, you will be required to complete readings and/or review voiced slides PRIOR to attending class. **Students are expected to remain in class for the entire session.**

**Exams and Quizzes:**

\*\*\*Please do NOT request altered exam, quiz, or graded assignments dates or times; you are expected to adhere to the course schedule. Exceptions will ONLY be granted for an emergency and documentation must be provided [please refer to student handbook and uiversity accepted exceptions].

Students must comply with BB online test taking guidelines to assure system compatibility for BB and Respondus lockdown browser. Failure to comply may result in a reduced or grade of zero if unable to successfully access or complete the quiz. It is STRONGLY recommended that you be hardwired to take a quiz—NOT wireless. That means your computer must be connected directly via an Ethernet cable to a modem or router. You are always welcome to make arrangements and come to UTA campus to take a quiz. **Quizzes and exams will open at midnight Thursday and close at midnight Sunday.**

**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. Every school or college must create his/her/its own grade grievance policy. For graduate courses, see <http://catalog.uta.edu/academicregulations/grades/#graduatetext>. For student complaints, see <http://www.uta.edu/deanofstudents/student-complaints/index.php>.

**Test Reviews:** Contact faculty for instructions.

**Expectations of Out-of-Class Study:** A general rule of thumb is this: for every credit hour earned, a student should spend 3 hours per week working outside of class. Hence, a 3-credit course might have a minimum expectation of 9 hours of reading, study, etc. Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional \_\_15\_\_\_ hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc. Students, the topics in this course are complex and require rigorous study to achieve success.

**CONHI – language**

**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://www.uta.edu/fao/>  .  The last day to drop a course is listed in the Academic Calendar available at <http://www.uta.edu/uta/acadcal.php?session=20166>

1.      A student may not add a course after the end of late registration.

2.      A student dropping a graduate course after the Census Date but on or before the last day to drop may, receive a grade of W. Students dropping a course must:

(1)  Contact your graduate advisor to obtain the drop form and further instructions before the last day to drop.

**Census Day: June 22, 2017**

**Last day to drop or withdraw by July 20 2017 by 4:00 p.m.**

**Disability Accommodations:** UTArlington 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), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* 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 disability. Students are responsible for providing the instructor with official notification in the form of **a letter certified** by the Office for Students with Disabilities (OSD).Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

**The Office for Students with Disabilities, (OSD)** [www.uta.edu/disability](http://www.uta.edu/disability) or calling 817-272-3364. 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).

**Counseling and Psychological Services, (CAPS)** [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Non-Discrimination Policy:** *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit*[*uta.edu/eos*](http://www.uta.edu/hr/eos/index.php)*.*

**Title IX Policy:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated.*For information regarding Title IX, visit* [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or [jmhood@uta.edu](file:///C%3A%5CUsers%5Colivier%5CAppData%5CLocal%5CTemp%5Cjmhood%40uta.edu).

**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.*

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.

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. Additional information is available at <https://www.uta.edu/conduct/>.

"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."

Be aware that asking other students or graduates or others for help or collaborating with anyone for individual assignments are considered cheating. This includes posting questions to a private student Facebook page. You will be reported to Student Affairs and may receive a grade of zero for the assignment or F in the course.

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> A student will be reported to the university for violations and may receive an assignment grade of zero or course grade of F. Please do not plagiarize—students, it is not worth the impact it will have on you.

**.** 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.

**Student Feedback Survey:** At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are 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 via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:** For semester-long courses**,** 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 individuals with disabilities.

Sign up for the MavAlert system that will send information in case of an emergency to cell phones or email accounts. Anyone can subscribe at <https://mavalert.uta.edu/> or <https://mavalert.uta.edu/register.php>

**Librarian to Contact:**

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| Peace Williamson 817-272-6208peace@uta.edu | Lydia Pyburn 817-272-7593llpyburn@uta.edu | Heather Scalf817-272-7436scalf@uta.edu |  |

Contact all nursing librarians:

library-nursing@listserv.uta.edu

**Helpful Direct Links to the UTA Libraries’ Resources**

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| **Research Information on Nursing**  | [**http://libguides.uta.edu/nursing**](http://libguides.uta.edu/nursing) |
| **Library Home Page**  | <http://library.uta.edu/> |
| **Subject Guides**  | <http://libguides.uta.edu> |
| **Ask us** | <http://ask.uta.edu> |
| **Database List**  | <http://libguides.uta.edu/az.php>  |
| **Course Reserves**  | <http://pulse.uta.edu/vwebv/enterCourseReserve.do> |
| **Library Catalog**  | <http://uta.summon.serialssolutions.com/#!/> |
| **E-Journals**  | <http://pulse.uta.edu/vwebv/searchSubject> |
| **Library Tutorials**  | [library.uta.edu/how-to](http://library.uta.edu/how-to) |
| **Connecting from Off- Campus**  | <http://libguides.uta.edu/offcampus> |
| **Academic Plaza Consultation Services** | [library.uta.edu/academic-plaza](http://library.uta.edu/academic-plaza) |
| **Study Room Reservations** | [openroom.uta.edu/](http://openroom.uta.edu/) |

In addition to providing the general library guide for nursing (<http://libguides.uta.edu/nursing>), we can put together course specific guides for your students.  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> .

**UTA College of Nursing and Health Innovation - 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 the Associate Dean, Department of Graduate 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 College of Nursing and Health Innovation expects students to reflect professionalism and maintain high standards of appearance and grooming in the clinical setting. Students must adhere to the Dress Code Policy. www.uta.edu/nursing/file\_download/234/BSNDressCode.pdf **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.**

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

**Ebola exposure**: Please inform your faculty if you have been in contact with anyone who has Ebola/have traveled to a country that has Ebola virus.

**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/conhi/students/policy/index.php>

**Student Code of Ethics:** The University of Texas at Arlington College of Nursing and Health Innovation 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/conhi/students/msn-resources/index.php>

**No Gift Policy:** In accordance with Regent Rules and Regulations and the UTA Standards of Conduct, the College of Nursing and Health Innovation has a “no gift” policy. A donation to one of the UTA College of Nursing and Health Innovation Scholarship Funds, found at the following link: is <http://www.uta.edu/conhi/students/scholarships/index.php> 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 UTA CONHI Graduate 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 at least weekly***

**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. For non-emergencies, call 817-272-3381.

**Graduate Nursing Support Staff**

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| --- | --- |
| **Judy LeFlore, PhD, RN, NNP-BC, CPNP-PC & AC, ANEF, FAAN**Associate DeanChair, Graduate Nursing ProgramsPickard Hall Office #514Email address:  jleflore@uta.edu | **Kathy Daniel, PhD, RN, ANP/GNP-BC, AGSF**Associate Chair, Graduate Nurse Practitioner ProgramsPickard Hall Office #511817-272-0175Email address: kdaniel@uta.edu |
| **Rose Olivier**, Administrative Assistant IIPickard Hall Office # 513(817) 272-9517Email address: olivier@uta.edu  | **Janette Rieta,** Clinical CoordinatorAO & On-campusPickard Hall #518, 817-272-1039jrieta@uta.edu |
| **Angel Trevino-Korenek,** Clinical CoordinatorAO & On-campusPickard Hall Office # 518, (817) 272-6344Email address: angel.korenek@uta.edu | **Christina Gale,** Administrative AssistantNursing Education and DNPPickard Hall Office #518, 817-272-1039Email address:  christina.gale@uta.edu |

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| **Graduate Advisors – see the link below**<http://www.uta.edu/conhi/students/advising/nursing-grad.php> |