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# The University of Texas at Arlington College of Nursing and Health Innovation

# FNP Clinical Practice II N5338

**Instructor:** Phyllis Wood, DNP, APRN, FNP-BC

**Office Number:** Pickard Hall, Suite 626

**Office Telephone Number:** (817) 272 2776; cell (817) 658-4373

**Email Address:** plwood@uta.edu

**Faculty Profile:** <https://mentis.uta.edu/public/#profile/profile/edit/id/14029/category/1>

**Section:** [**2188-NURS-5338-466-FAMILY-CLINICAL-PRACTICE-2--2018-Fall**](https://elearn.uta.edu/webapps/blackboard/execute/launcher?type=Course&id=_435774_1&url=)

**Course Description:** Continued clinical preceptorship with opportunities for increased clinical knowledge in selected primary health practice sites with opportunities to apply knowledge and concepts of advanced nursing practice implementing the Family Nurse Practitioner role in evidenced based patient care. <http://catalog.uta.edu/nursing/>

**Prerequisites:** NURS 5333, NURS 5335, NURS 5336, NURS 5337 or concurrent enrollment; Good academic standing (GPA 3.0) or Certificate Program standing.

**Student Learning Outcomes:**

1. Assess, diagnose, and manage the health care and prevention needs of individuals and families in wellness or acute/chronic conditions in primary care settings.
2. Incorporate technology in care planning to improve outcomes and promote safety in primary care settings.
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

**Student Email:**

Students enrolled in online UTA FNP courses are expected to check their UTA email daily. Students waiting for their next course to start are expected to check their UTA email a minimum of twice weekly**.**

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 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.

Please email the professor to schedule an individual or small group, virtual work session during office hours or at a separate time if necessary. Include the purpose of the meeting, what you hope to learn as a result of this meeting and who will be participating in your email.

The purpose of virtual office hours is to address those unique instructional challenges or questions that require a response that cannot be answered via email, an announcement, or the question and answer forum provided within the course.

Department Location:

Pickard Hall

Instructor Office or Department Telephone Number:

(817) 272 2776

Felicia Chamberlain, (817) 272-0659, chamberl@uta.edu

Coordinator – Nursing Administration and Online Education Programs

Emergency Phone Number for Reaching Faculty:

Felicia Chamberlain, (817) 272-0659, chamberl@uta.edu

Coordinator – Nursing Administration and Online Education Programs

Preferred Methods for Reaching Instructor:

Email is preferred method of communication. Cell number for emergency is listed in Instructor information.

**Maximum Timeframe for Responding to Student Communication:**

Response to student emails can generally be expected within 24 hours with a 48 hour maximum time frame.

Response to student assignments may be expected within 72 hours.

Virtual Office Hours: By Appointment

Please email the professor to schedule an individual or small group, virtual work session during office hours or at a separate time if necessary. Include the purpose of the meeting, what you hope to learn as a result of this meeting and who will be participating in your email.

The purpose of virtual office hours is to address those unique instructional challenges or questions that require a response that cannot be answered via email, an announcement, or the question and answer forum provided within the course.

*We would like to highlight two important progression resources for student success: The New Student Orientation and the Pathway to Graduation.*

*The New Student Orientation is an online orientation for Accelerated Online Students. This orientation provides valuable information related to University and Nursing programs and policy. Students will complete three modules focused on university policies & student resources, programmatic policies & information, and online student best practices to provide insights as students embark on their academic journeys.*

*The Pathway to Graduation is a student resource providing information on clinical progression requirements. This tool provides students with information related to specific clinical program requirements and guides the student through the clinical component of their program.*

**Zoom:**

Zoom is a user-friendly, online, video-conferencing, screen-share tool. It operates outside of Blackboard. If invited to attend a Zoom conference, students simply need to:

* Use a computer with video and audio features
* Download Zoom to their computer the first time they receive a Zoom link (you will do this simply by clicking on the link)
* Check their video and audio features via the cues provided in Zoom

The Zoom link can also be downloaded to your smart phone. Lastly, Zoom sessions can be saved and made available to all students through a link provided by the professor.

Students do not need a Zoom account to join Zoom meetings hosted by a faculty member.

Zoom tutorials can be found at the following link:

<https://support.zoom.us/hc/en-us/articles/206618765-Zoom-Video-Tutorials>

Academic Coach(es): ***None***

Clinical Faculty: Students will be contacted by their clinical faculty at the beginning of the course. They will include an introductory letter and contact information. Credit **Hours:**

3

**Clinical Hours:**

180

* **Concurrent students:** Students taking N5337 and N5338 (in the same semester) should plan to complete the 180 clinical hours & clinical assignments required for N5337 first and then complete the 180 hours & clinical assignments (SOAP Notes) required for N5338 after the first 180 hours. Students unable to complete the 180hrs will receive a grade of “I” and will be required to complete the remaining hours the following semester. Note, students cannot enroll in practicum until N5337 and N5338 and successful completed and graded.
* N5338: The only assignments you may postpone until you have completed N5337 are the SOAP Notes & must clear with your faculty member.

# Textbooks (Including Titles, Authors, Edition and Publisher) or Equipment - REQUIRED:

* **Textbooks from previous didactic courses**
* **Current Med U subscription**
* **Fitzgerald, M. A. (2017).  Nurse practitioner: certification examination and practice preparation (5th ed.) Philadelphia: PA. F. A. Davis Company. No IBSN**
* **Textbooks:  SUPPLEMENTAL (Not required): Provided within modules.**
* **Equipment for practicum: Stethoscope, otoscope, ophthalmoscope; reflex hammer and the ability to have your patient in a supine or prone position if needed. If female patient, sports bra required.**
<http://www.bkstr.com/texasatarlingtonstore/shop/textbooks-and-course-materials>

## Textbooks or Equipment: SUPPLEMENTAL (Not Required):

Provided within modules.

**Attendance Policy:**

Student attendance in this online course is required virtually as needed to successfully complete course assignments and assessments within the required timelines.

**Other Requirements:**

* **Safe Assign will be applied to assignments to detect plagiarism.**
* **Respondus lockdown browser will be applied to Exams.**
* **If we use Collaborate for classroom discussions: Click on the meeting time which has been prearranged & is located in the left hand column of blackboard course information.**
* **We will use Zoom for our virtual practicum check-off. You will click on the Zoom link sent to you by your faculty via UTA email for virtual meetings. You must have a built in microphone & camera to participate.**

Course Expectations:

The amount of time required by students to study and complete assignments in this course will vary according to students’ previous professional experiences, prior learning, and, the pace at which one works. While having completed multiple years of practice generally provides students an advantage, these same students sometimes find themselves having to “unlearn” practices that are not supported by the most recent evidence or research. Students with fewer years of nursing experience will generally find themselves working more diligently to quickly increase their overall knowledge base – knowledge that their classmates may have developed over multiple years of working in healthcare settings.

It is recommended that students schedule a minimum of 9 hours per week to study and complete their online content in this didactic (non-clinical) course, however, some weeks may require fewer hours and other weeks may require more hours.

FNP Program Expectations:

1. GPA of 3.0: Students must maintain a GPA of 3.0. Please seek help immediately if you are at risk of dipping below this GPA. Ready to assist you are:
* your course professor
* UTA Student Success Coordinators
* Your advisor
* Your retention specialist
1. Let’s Get Clinical: Successful completion of the required 720 clinical hours during your last three courses is completely dependent upon successful completion of the “Let’s Get Clinical” portion of your Pathway to Graduation. Successful graduation requires both completion of your courses and timely completion of all the requirements in “Let’s Get Clinical.”
2. Preceptors and Clinical Sites: Students are responsible for arranging their own preceptors and clinical sites according to guidelines provided. This process begins very early in the overall program to ensure readiness when the clinical courses begin.

Course Topics / Lesson Titles:

| **Master****Essentials** | **Learning** **Outcomes** | **Course Objective** | Activity |
| --- | --- | --- | --- |
| 1,2,4,5,7, 8, 9 | 1, 2, 3, 4, 5 | Module 1:Upon completion of the assigned readings and questions, the nurse practitioner student will:Effectively evaluate & treat patients with urgent emergencies across the lifespan:  1. Effectively assess patients through use of the following strategies:* gathering patient information including patient history.
* performing the applicable physical exam given the patient's symptoms.
* ordering appropriate diagnostic tests.

2. Evaluate and synthesize assessment data to determine a primary diagnosis and differential diagnoses.3. Create treatment plans that include:* personalized recommendations ranging from holistic care to medical prescriptions and rehabilitation.
* comprehend patient scripts describing the pathophysiology (relaying to patient in laymen's terms).
* age and culturally appropriate patient education.
* appropriate referrals when needed including interprofessional referrals and available resources in the community to assist patients.
 | Clinical Hours with PreceptorCompleting the Heads-Up Concussion ActivityExam in week #2 & Final Exam |
| 1,2,4,5,7, 8, 9 | 1, 2, 3, 4, 5 | Module 2-9Upon completion of the assigned readings and lectures, the nurse practitioner student will:Effectively treat patients with concussions & sports injuries. Will effectively perform a sports physical exam. Effectively treat patients with common Eye, Ear, Nose & Throat, Respiratory, Cardiac, Hepatitis, HIV & Endocrine disorders in the primary care setting across the lifespan. Will also be proficient at Quality Management & Clinical Informatics in the clinic setting:  1. Effectively assess patients through use of the following strategies:-gathering patient information including patient history.-performing the applicable physical exam-ordering appropriate diagnostic tests.2. Evaluate and synthesize assessment data to determine a primary diagnosis and differential diagnoses.3. Create treatment plans that include:-personalized recommendations ranging from holistic care to medical prescriptions and rehabilitation.-comprehend patient scripts describing the pathophysiology (relaying to patient in laymen's terms).-age and culturally appropriate patient education.-appropriate referrals when needed including interprofessional referrals and available resources in the community to assist patients. | Clinical Hours with PreceptorSOAP Notes 1 & 2Mid-term Kaltura PresentationCheck-off by FacultyQuality Management ActivityClinical Informatics QuizAquifier/Med -U #28 & 31Exam in week 2 & Final Exam |
| 1,2,4,5,7, 8, 9, 10, 11 | 1, 2, 3, 4, 5 | Module 10-11Upon completion of the assigned readings and lectures, the nurse practitioner student will:Effectively have an understanding of taking the National Board Certification Exam:-gathering patient information including patient history.-performing the applicable physical exam given the patient's symptoms.-ordering appropriate diagnostic tests.2. Evaluate and synthesize assessment data to determine a primary diagnosis and differential diagnoses.3. Create treatment plans that include:-personalized recommendations ranging from holistic care to medical prescriptions.-comprehend patient scripts describing the pathophysiology (relaying to patient in laymen's terms).-age and culturally appropriate patient education.-appropriate referrals when needed including interprofessional referrals and available resources in the community to assist patients. | Clinical Hours with PreceptorFitzgerald presentation parts I & II |
| 6 |   | Module 10-11 continued:Upon completion of the assigned readings the student will:* comprehend Medicaid, Medicare, malpractice, billing, privacy issues and how they affect nurse practitioner role.
 | Clinical Hours with PreceptorFitzgerald Part II |

| **Module** | **Module Topics / Titles** | **Lesson Topics / Lesson Titles** |
| --- | --- | --- |
| **1** | **Urgent Emergencies** | **A-Z Urgent Care Topics** **Skills** |
| **2** | **Concussions/Sports Injuries****Sports Physical Exams****Pre Test** | **Concussion Treatment; Splinting; RICE** **Return To Play****Exam** |
| **3** | **Lung cancer in Primary Care Respiratory System Review** **Aquifer/Med-U** | **Diagnosis and Referral** **Lung sounds Chest Pain; CHF****Quiz** |
| **4** | **Quality Improvement/Management Assignment** | **Quality Control CME** |
| **5** | **EENT Review****Clinical Informatics** | **Ear, Nose & Throat Disorders****Components of Clinical Informatics & how Clinical Informatics benefits the Clinician****Quiz** |
| **6** | **Cardiovascular Review****Aquifer/Med-U****Midterm Kaltura Clinical Assignment** | **Valvular Heart Disease****Quiz****Clinical Assignment** |
| **7** | **Hepatitis Review**  | **Nonalcoholic Fatty Liver Disease****Hepatic Steatosis** |
| **8** | **HIV**  | **Diagnosis & Treatment**  |
| **9** | **Endocrine System**  | **Disorders of Pituitary, Para thyroid and Adrenal Glands/Lifespan**  |
| **10** | **Fitzgerald Part 1****This is an activity to assist you with your studies & NOT a Fitzgerald Review Course****Clinical Check-Off** | **Blackboard Power Point & Activities****Virtual/Zoom** |
|  **11** | **Fitzgerald Part II****This is an activity to assist you with your studies & NOT a Fitzgerald Review Course****Post Test** | **Blackboard Power Point & Activities****Final Exam** |

# Course Schedule and Due Dates (Central Time):

*Some students may choose to work ahead of this schedule. This should be viewed as a suggested course of activity.*

| **Course or Module Activity** | **Due Date** |
| --- | --- |
| **Pathway to Graduation – Orientation (Course One)** |  |
| Personal Graduation Plan | Must be submitted by the end of a student’s first course in the program.  |
| **Pathway to Graduation – Let’s Get Clinical (Courses Two through Eleven)** |  |
| Items as Indicated Within “Let’s Get Clinical.”  |  |
| **Module One (All Courses)** |  |
| Clinical Attestation StatementCourse Attestation Statement | (9/24/18) Monday 23:59(9/26/2018) Wednesday |
| Discussions: Greet your fellow students (non-graded DB)Urgent Emergencies | Post discussion thread to welcome your class to Clinical Practice II(9/30/2018) Sunday 23:59 |
| **Module Two** |  |
| Concussions/Sports Injuries AssignmentSports Physical ExamsPre-test Exam | (10/7/2018)) Sunday 23:59(10/5-10/7/18) Sunday 23:59 |
| **Module Three** |  |
| Lung Cancer in Primary CareRespiratory System ReviewAquifer/Med-U case #28 | (10/14/2018) Sunday 23:59(10/14/2018) Sunday 23:59 |
| **Module Four** |  |
| Quality Improvement/Management Assignment  | (10/21/2018) Sunday 23:59 |
| **Module Five** |  |
| EENTClinical Informatics AssignmentSOAP Note #1 dueMust be a chronic condition | (10/28/2018) Sunday 23:59(10/26-10/28/2018) Sunday 23:59(10/28/2018) Sunday 23:59SOAP Note due date is negotiable with your clinical faculty only if clinical has not started. |
| **Module Six** |  |
| Cardiovascular ReviewMidterm Kaltura/Clinical Assignment Aquifer/Med-U case #31 | (11/4/2018) Sunday 23:59(11/4/2018) Sunday 23:59(11/4/2018) Sunday 23:59 |
| **Module Seven** |  |
| Hepatitis Review | (11/11/2018) Sunday 23:59 |
| **Module Eight** |  |
| HIVSOAP Note #2 due | (11/18/2018) Sunday 23:59(11/18/2018) Sunday 23:59 due date negotiable with your clinical faculty |
| **Module Nine** |  |
| Endocrine Review | (11/25/2018) Sunday 23:59 |
| **Modules Ten and Eleven** |  |
| Fitzgerald Power Point & Activities. This is NOT a Fitzgerald Review Course  | (11/26-12/2/2018) Sunday 23:59 |
| Final Practicum (week 11)Final Soap Note #3Final Exam | Arranged with Faculty Member can be arranged as early as after ½ of clinical hours are completeSOAP #3 due 1 hour after check-off(12/7/2018 12:00 a.m. – 12/9/2018 11:59 p.m.) |

**Course Schedule and Due Dates (Central Time): Some students may choose to work ahead of this schedule. This should be viewed as a suggested course of activity.** “*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. Phyllis Wood, DNP, RN, FNP-BC”*

**Attendance Policy:** As the instructor of this section, I will not be taking attendance, however, I encourage you to be present. While UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process.

<http://www.tgslc.org/pdf/Program-integrity-R2T4-Taking-Attendance.pdf>

**Clinical Hours:** 180 clinical hours are required in this course. The student must complete a minimum of 90 geriatric, 90 pediatric and 90 OB/GYN prior to graduation. The clinical hours and InPlace entries must be completed by December 7 (12/9 if needed, clear with your faculty).

Please read the following regarding Incompletes:

* Incompletes are granted at the discretion of the lead faculty and/or the program director for extenuating circumstances. In the event that a student believes, they need an incomplete they should discuss this with the lead faculty of the respective clinical course.
* Incompletes require accompanying documentation to support the need for the incomplete. The lead faculty and/or the program director will review the documentation. If the documentation is determined to be inadequate, the incomplete will not be granted.
* Students are expected to start their clinical hours at the beginning of the semester and to do consecutive days every week to complete their clinical hours by the end of the semester. Scenarios in which clinical hours are delayed by work or other personal schedules do not qualify for an incomplete.
* All course work other than the clinical hours must be complete, including the faculty clinical evaluation of the student’s performance.
* A minimum of half the clinical hours must be completed before the faculty clinical evaluation is completed.
* The clinical faculty must approve clinical hours prior to completing the outstanding clinical hours to remove the incomplete. Faculty will not approve clinical hours to continue until the next start date of the course for which the student is taking an incomplete. Any hours the student does outside of this parameter will not count towards the completion of the outstanding clinical hours and they will be required to repeat those hours.
* An incomplete granted in any clinical course (CP1, CP2, Practicum) may result in a delay of graduation by a minimum of one semester.
* Should an incomplete be granted for Clinical Practice I, clinical hours for this course must be completed prior to starting any clinical hours for Clinical Practice II.
* An incomplete granted in Clinical Practice II will prevent the student from enrolling in the Practicum and delay graduation by a minimum of one semester.
* An incomplete granted in NURS 5631/5632 will delay graduation by one semester.
* Students approved to take an incomplete will be required to sign a contract for course completion. The contract will identify the specific work that has to be completed, the dates within which the work must be completed and that a failure to complete the terms of the contract will result in a final course grade of F.

**Clinical Evaluations:**

Students are evaluated during each clinical course by their instructor with the Clinical Evaluation of Student tool. For ALL graded and pass/fail clinical courses, students must attain 80% on this evaluation in order to pass the course. For numerically graded clinical courses, students will be assigned a numerical grade based on their performance on the tool.

For graded Clinical Practice 1 courses, students must receive ‘Meets Expectation with Moderate Assistance’ on 80% of the scored items.  For Clinical Practice 2 courses, students must receive ‘Meets Expectation with Minimal Assistance’ on 80% of the scored items. The student’s percentage score will be the assigned grade for evaluation, with the minimum requirement of 80% to pass. Items marked as 'N/A or no opportunity to observe' will not be calculated in the student's raw score.

For pass/fail practicum courses, the student must achieve 80% of the scored items as 'meets expectation' in order to pass the course.

If the student fails to attain an 80% on the evaluation at the prescribed level of the course, the instructor may assign additional activities and/or additional clinical hours prior to a reevaluation.  The student will have a one-time opportunity to be re-evaluated. A second faculty member will be present during the clinical performance retake. If the student passes the clinical performance retake (with a minimum score of 80%), the maximum grade the student can receive for the exam for purposes of grade calculation is 80%. If the student fails the retake, the student will receive a grade of "F" for the 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.

Course Grading Scale

A = 90 to 100

B = 80-89

C = 70-79

D = 60 to 69 – cannot progress

F = below 59 – cannot progress

Final grades can be rounded up if >.51

**Late Assignments / Assignments:** Late assignments will not be accepted for a grade or reviewed for feedback (regardless of the reason) and will be assigned a zero. Quizzes and tests must be started, completed, and submitted prior to the submission due date and time. Any quiz or test submitted after the due date and time will not be accepted.

**Make-up Exams:** None

**Test Reviews:** None

**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 \_\_\_9\_ hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

**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 Academic Advisor @ MSNAdvising@uta.edu.

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=20176>

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.

**Assignments and Assessments:**

## Blackboard Required:

Only assignments submitted through Blackboard will be reviewed and accepted for a grade, regardless of the reason. Assignments that are submitted through email will not be reviewed for feedback nor graded. They will be assigned a grade of zero. No exceptions will be made**.**

## Technical Problems:

Because technology is vulnerable to experiencing difficulties you should not wait until the last minute to submit an assignment, complete a quiz, or test. If you experience technical difficulties contact Blackboard Support to help resolve the issue. They are open 24 hours a day.

**Respondus:**

Tests and quizzes will be given using Respondus Lockdown Browser with webcam monitoring. You will be required to download Respondus to complete any quiz or test. Respondus can be downloaded at:

http://www.respondus.com/lockdown/download.php?id=163943837

**Tripod and Webcam**

You will need an external high definition (1080p) webcam with a tripod. An external webcam with a tripod is required to allow you to meet the requirements of the video monitoring for each quiz and test. An external webcam is one which is separate from your computer or laptop. A Logitech 1082p webcam is the required webcam for the FNP online program. Only a Logitech C920 or Logitech C930e will meet the program requirements.

# 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.
* You will need an external high definition (1080p) webcam with a tripod. This will ensure that your IDs and videos are clearly seen. You will use this webcam throughout the online FNP curriculum. An external webcam is one that is separate from your computer or laptop.
* Using the tripod position, the webcam to the side of your desk so that the webcam captures a profile view of you, your computer, and desk. The webcam should provide a clear view of you, the desk and computer from the level of the desk up.
* To ensure your webcam is working properly, complete the webcam test prior to taking every quiz and test.
* 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 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.
* 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.
* 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.
* Hats may not be worn while taking a quiz or test.

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.

Students are responsible for assigned readings, web-based assignments, classroom and/or participatory assignments as given by faculty and a grade may be assigned on any of the above.

It is the student’s responsibility to contact University of Texas at Arlington Computing Help Desk (817-272-2208) for computer issues that distract from the completion of assignments. It is the student’s responsibility to ensure maintenance of Internet/software needed to complete all assignments.

Problems, concerns or issues students may have will be discussed in front of the Family Nurse Practitioner faculty team.

## Plagiarism:

Plagiarism is prohibited. Any assignment determined to have been plagiarized will be given a zero and the student reported for academic dishonesty. Copying your answers from your textbooks, journal articles, any website or any source is considered plagiarism. All of your work is to be in your own words, paraphrased and referenced according to APA style. Using quoted sentences is not an acceptable manner in which to complete any assignment in this course and does not reflect synthesis of the material. Consequently the use of quoted sentences will result in a point deduction up to and including a zero**.**

**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 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 Board of Nursing (BON) using rule §215.8 as a guide.**

# APA 6th Edition:

Students are expected to use APA style to document resources. Numerous resources can be found through the UTA Library at the following links:

* <http://library.uta.edu/sites/default/files/apa2014.pdf>
* <http://libguides.uta.edu/apa>
* <http://library.uta.edu/how-to/paper-formatting-apa-st>

**Writing assistance for students**: Dr. Lauri John is available as a writing coach to assist graduate nursing students who need help with their writing assignments/papers. She can help students improve the clarity and organization of their written papers.  She can be reached via email: ljohn@uta.edu

**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/#graduatetext>. <http://www.uta.edu/deanofstudents/student-complaints/index.php>.

| **Required Components for Course Credit** | **Weight / Percentage Value** **Within the Course** |
| --- | --- |
| *Soap Note 1* *Soap Note 2* | 10%10% |
| Pre-ExamQuality ManagementClinical InformaticsHeads Up Concussion | 0%5%5%5% |
| Kaltura Clinical Presentation (Mid-term) | 20% |
| Final Clinical Practicum with SOAP 3 | 20% |
| Med U Cases (2)  |  5% (2.5% each) |
| Final Exam | 20% |

# University Library Resources for Online Students:

**Peace Williamson**, *Nursing Librarian* Phone: (817) 272-7433 E-mail: peace@uta.edu

## Research Information on Nursing:

[**http://libguides.uta.edu/nursing**](http://libguides.uta.edu/nursing%20)

**UTA College of Nursing and Health Innovation - Additional Information:**

**Clinical Approval and Electronic Logs**: To be cleared for clinical, this means you have submitted the online self-placement request through InPlace, submitted signed and complete preceptor agreement(s) for each preceptor you will work with to the electronic self-placement request forms in InPlace, and received approval for your clinical placement from your clinical coordinator. This approval includes a fully executed affiliation agreement by the clinical facility and UTA Legal Department.

**You must work with your preceptor(s) of record in the clinical site(s) of record.** This means that you must work with the preceptor and clinical sites that have been approved by your clinical coordinator. Note: If your clinical site or preceptor has not been fully approved and does not appear in the official records of the clinical management system, **you are not approved from a legal standpoint to be in the facility or with the preceptor.**

**Once you begin your clinical course, you may not make changes to your preceptors of record** except in circumstances where your preceptor leaves their position or it is determined that the preceptor or clinical site is not allowing you to meet the objectives of the course.

Students are required to enter all patient encounters into the clinical management system.

**You only have 7 days to enter your case logs and time logs from the day of your clinical experience.** **Failure to log cases/hours within 7 days will results in a loss of those hours. No exceptions.** Your electronic logs are both a student learning opportunity and an evaluation method for your clinical courses.  Patient encounters include patients the student assesses, diagnoses, and manages as part of their clinical coursework.  Individual clinical courses may have additional guidelines/requirements related to their specific course and will be noted in the course syllabus (e.g. types of encounter required, number of patients required during course).  The student’s electronic log data provides a description of the patients managed during the student’s clinical experience, including the number of patients, diagnoses of patients, and the type of interventions initiated.  As a result, the data is an essential requirement of the student’s clinical experience and is used to evaluate student clinical performance.  The data is also used to meet course requirements and to evaluate student clinical performance.  Upon completion of the Program, students will have access to an executive summary of their log entries for their professional portfolio.

**Student Success Faculty:** In order to assist masters nursing students who are at academic risk or who need academic support, there are graduate faculty members available to you. The goal of the success faculty member is to support student achievement in masters-level coursework so students can reach their educational goals. Students may contact a success faculty member directly, or a course instructor may encourage you to contact a success faculty member.

The success faculty in the MSN Program:

Dr. Lauri John is available as a writing coach to assist students in the MSN Core courses; theory, research, and evidence based practice. Since these courses are writing intensive, she can help students improve the clarity and organization of their written papers. She can be reached via email: [ljohn@uta.edu](file:///C%3A%5CUsers%5CLynda%5CAppData%5CLocal%5CTemp%5Cljohn%40uta.edu)

Dr. Mary Schira is available as a success faculty to assist with diverse resources that may include study skills, testing challenges/approaches, managing multiple responsibilities, and addressing personal issues impacting academic performance.   Course content challenges may also be addressed, with referral to additional resources as indicated.  Dr. Schira can be reached via email:  schira@uta.edu.

**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.**

**Unsafe Clinical Behaviors:** Students deemed unsafe or incompetent will fail the course and receive a course grade of “F”. **Any of the following behaviors constitute a clinical failure**:

1. Fails to follow standards of professional practice as detailed by the Texas Nursing Practice Act \* (available at [www.bon.state.tx.us](http://www.bon.state.tx.us))

2. Unable to accept and/or act on constructive feedback.

3. Needs continuous, specific, and detailed supervision for the expected course performance.

4. Unable to implement advanced clinical behaviors required by the course.

5. Fails to complete required clinical assignments.

6. Falsifies clinical hours.

7. Violates student confidentiality agreement.

\*Students should also be aware that violation of the Nursing Practice Act is a “reportable offense” to the Texas Board of Nurse Examiners.

**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/>

**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.**

**Confidentiality Agreement:** You signed a Confidentiality Form in orientation and were provided a copy of the form. Please take your copy of this Confidentiality Form with you to your clinical sites. **Please do not sign** other agency confidentiality forms. Contact your faculty if the agency requires you to sign their confidentiality form.

**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/msn-resources/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 often.***

| Library Home Page | <http://www.uta.edu/library> |
| --- | --- |
| Subject Guides | [http://libguides.uta.edu](http://libguides.uta.edu/)  |
| Subject Librarians | <http://www.uta.edu/library/help/subject-librarians.php> |
| Database List | <http://libguides.uta.edu/az.php>  |
| Course Reserves | <http://pulse.uta.edu/vwebv/enterCourseReserve.do> |
| Library Catalog | <http://discover.uta.edu/> |
| E-Journals | <http://ns6rl9th2k.search.serialssolutions.com/>  |
| 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/)  |

Resources often used by online students: <http://library.uta.edu/distance-disability-services>

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).** 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.

**Counseling and Psychological Services, (CAPS):**

[www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671.

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.

**Student Evaluation of Course:**

Students are asked to please complete the anonymous course evaluation upon completion of this course. We use information gathered from student feedback to guide our overall continual improvement process. Thank you!

Title IX:

*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)*. For information regarding Title IX, visit* [www.uta.edu/titleIX](http://www.uta.edu/titleIX).

**Schedule Adjustments:**

*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. – Lynda Jarrell/Phyllis Wood*

# Technology Requirements

Students must have an up-to-date computer system with wired (not wireless) high-speed Internet in addition to e-mail and internet skills. The entire course will be delivered in an online format.

# Safe Assign

Safe assign is an electronic system which helps to identify plagiarized assignments. All student assignments are subject to being submitted to safe assign at any time to evaluate for plagiarism. Case studies and the electronic poster presentation will automatically be submitted to safe assign and evaluated for plagiarism. Discussion board posts may randomly be submitted to safe assign or may be submitted if plagiarism is suspected. Plagiarism may also be determine 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>This is repeated here. At least one of the two needs to go under global stuff in the orientation, probably both.

# 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](http://www.uta.edu/resources). Does this apply to online? Please find out what specifically applies to them and let’s get that message

 **Last Day to Drop or Withdraw: 11/06/2018**

 **Grade Posting: 12/15/2018**

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/>).

**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/records/services/academic-partnership­. A student may not add a course after the end of late registration A student dropping a graduate course after the Census Date but on or before the last day to drop 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) Contact your graduate advisor to obtain the form and further instructions **Course Format and Design - Rewrite this to be generic and include in your policy section of the orientation.**

This course is presented completely online and is administered at an accelerated pace. The course builds upon your undergraduate education and will cover a significant amount of content over a short period of time. It is designed to facilitate and guide your learning. As such minimal written lecture content is provided. You will be required to read the text books and synthesize the information to complete all of the course assignments.

As a graduate student the expectations of this course and curriculum are different than your undergraduate education. You are expected to synthesize the information from your readings and be able to apply it to clinical scenarios in a manner which is reflective of advanced practice nursing. As a graduate student you are considered to be an independent learner and if needed identify additional resources to help you understand the concepts in the course.

Supplemental videos have been provided over select concepts for your review. These videos are not mandatory to view but you may find them helpful in understanding some of the content. For testing purposes, you are responsible for the content in the text books and the written lectures which have been provided.

This format will require you to spend several hours per week to complete all of the required readings and assignments, as well as completely weekly clinical hours. The majority of the concepts presented in the course are not new but the time you spend weekly will vary depending on many variables.

**UTA College of Nursing and Health Innovation - Additional Information:**

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

Preceptors must be an MD, NP, DO, or PA and have at least one year of clinical practice experience in their area of licensure. Your clinical site should be an outpatient, primary care family practice where patients are seen across the lifespan (i.e. pediatrics through adult/geriatric). Other options for clinical sites include health departments, some urgent care centers, pediatric clinics, and nursing homes. Hospitals, inpatient settings, house calls, and emergency care centers are not approved for this program.

The ideal scenario would be to work with one preceptor in a family practice that includes patients of all ages for all three clinical courses. If this option cannot be secured, it is also acceptable to work with more than one preceptor to cover the lifespan requirement (i.e. one preceptor in a clinic that sees pediatric patients and another in a clinic that sees adult/geriatric patients).

Students may work with a maximum of two preceptors per clinical course and must see patients across the lifespan by the time the three clinical courses are completed. Below are examples of possible preceptor scenarios:

Clinical Practice I – Preceptor Information

Clinical Practice II – Preceptor Information

Advanced Practicum – Preceptor Information

Scenario #1 – Same preceptor throughout all clinical experiences

Dr. John Doe, MD at Family Medicine Clinic (sees patients across the lifespan)

Scenario #2 – Two preceptors to meet lifespan requirement throughout all clinical experiences

Dr. Jane Doe, MD at OB/GYN (sees OB/GYN patient)

Dr. John Doe, MD at Family Medicine Clinic (sees patients across the lifespan)

Suzie James, PNP at Pediatric Clinic (pediatric patients)

Dr. Robert Johnson, DO at Adult Primary Care (sees adults/geriatric)

Scenario #3 – One preceptor per course with varied patient populations to meet lifespan requirements

Suzie James, PNP at Pediatric Clinic (pediatric patients)

Dr. Robert Johnson, DO at Adult Primary Care (sees adults/geriatric)

If it is determined at any time during your program you become concerned that it may not be possible to meet this requirement with your approved clinical sites and/or preceptors, you are responsible for identifying and submitting an alternate or additional clinical site. We recommend students identify alternate clinical site and preceptors in advance in the event anticipated sites or preceptors become unable to meet this expectation.

**How to Find a Preceptor (Tips From Your Peers)**

To Do:

1. Review the preceptor requirements for your Family Nurse Practitioner clinical courses above.

2. Continue looking for potential preceptors for your three clinical courses. It is your responsibility to secure preceptors.

3. Don't delay. Finding preceptors can be a challenging experience.

4. Read the tips from your peers for how to find preceptors.

5. When you find your preceptor(s), it's time to propose your clinical sites for approval. Read the information in Module 5: Propose Your Clinical Sites and follow the instructions for submitting your proposal forms electronically.

You have spoken, and we have listened.

In response to the challenging experience that some students have had finding preceptors, we have surveyed your peers who have been through this experience and have successfully secured preceptors for their courses. We asked, "What suggestions or strategies do you have for your fellow classmates on how to find and/or contact a preceptor?" Below are their unedited responses.

Be patient.

Call as many practices/visit in person as early as possible. As many as possible.

Cold call and send an email to the practice manager. Email them specifically about what you are looking for and include a copy of your resume.

Stop by the office in professional attire or lab coat and bring your resume.

Find someone who has previously precepted students and ask way in advance. Many places already have students asking for preceptors six months in advance and the preceptors already have promised to work with other students.

Start a year in advance securing preceptors and make sure they are not going out of town during the time they agree to precept you.

Google a list of local offices, plan a route to stop at several offices per day. Print several preceptor packets, print several copies of your resume, dress professionally, and show up in person.

Try and meet your preceptor directly in person.

If you've been in the nursing field, network 24/7. Go out in the community and say hello to NPs you see. Introduce yourself, go to the local NP organization meetings. Sell yourself.

Have family members talk to their family physician and ask for help.

Join a local nurse practitioner chapter and attend events. Network and circulate copies of your curriculum vitae to attendees. Once you get an agreement at a site, you can network with providers at that clinic for other potential preceptor options.

Keep making phone calls.

Network and use your connections.

Show up personally to speak with preceptors or office managers. Call to follow up after visiting.

Start calling early. Try to go to the site.

Start early and ask for suggestions from NPs who are accepting of having a preceptor.

Start early and don't give up.

Start looking for preceptors early and don't wait until the last minute.

Start very early and be persistent.

Start way early and be patient.

Start with your personal doctor then ask friends who have been in the program.

If you are a student needing assistance with your clinical clearance, please contact your clinical coordinator at msnclinical@uta.edu

**Graduate Nursing Support Staff**

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| --- | --- |
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| **Graduate Advisors**msnadvising@uta.edu |