**The University of Texas at Arlington**

**College of Nursing**

**N5451 Adult/Gerontological Management in Advanced Nursing Practice I**

**Fall 2013**

**Instructor(s): Patti Parker**

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Office Hours**:** By appointment

**Kathy Daniel**

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Office Hours**:** By appointment

**Faculty Profile**: <https://www.uta.edu/mentis/profile/?1856>

**Section Information: N5451—Section 001 is lecture section; Section 002 is clinical [Parker]; Section 003 is clinical [Daniel]**

**Time and Place of Class Meetings: Thursday, 4pm-10pm Room # 205**

**Description of Course Content:** Focus on advanced knowledge of chronic and complex

health problems in the primary care management of adults [persons 12 and older].

**Other Requirements:** Students are expected to attend in the seat sessions and participate in on-line chat sessions that are scheduled during class times. The final examination is distance based and given on Monday of finals week. This course requires on-line course exercises that can be done on times that are convenient for the student [not limited to the Thursday evening time allotted for this course]

**Student Learning Outcomes:** Upon completion of the course, the student will be able to:

1. Apply theoretical and empirical knowledge of chronic and complex health problems in primary care practice. (Master’s Program Outcomes 1,2)
2. Assess diagnose, and manage the health care needs of the adolescent and adult patient with chronic and complex illnesses using evidenced-based data. (Master’s Program Outcomes 1,2,3)
3. Implement health promotion, health protection, and disease prevention in the care of the adolescent and adult patient with chronic and complex health problems. (Master’s Program Outcomes 1,2)
4. Function in an NP interdisciplinary role within the health care team in providing care to adolescents and adults with chronic and complex health problems. (Master’s Program Outcomes 1,2,3)
5. Integrate legal and ethical decision-making in implementing the advanced practice nurse (APN) role. (Master’s Program Outcomes 1,2)
6. Provide ethnicity, age, gender, and sensitive care to the adolescent patients, adult patients and their families. (Master’s Program Outcomes 1,2,3)

**Required Textbooks and Other Course Materials:**

1. Buttaro, TM, Trybulsi, J, Bailey, PP & Sanberg-Cook, J. [2012]. Primary Care: A Collaborative Practice. [4th Edition]. St. Loius, MO: Mosby-Elsevier. **ISBN-10:** 0323075010
2. Bryant, R.A. and Nix, D.P. (2011). A*cute and* *Chronic Wounds.* 4th edition. St. Louis, MO. Mosby Elsevier. **ISBN:** 978-0-323-06943-4.
3. Gilbert, D.N., Moellering, R.C., Eliopoulos, G.M.,Chambers, HF & Saag, MS. [2013]. *The Sanford Guide to Antimicrobial Therapy*. Hyde Park: Antimicrobial Therapy, Inc. . **ISBN: 9781930808744**
4. Neinstein, L.S., Gordon, C.M., Katzman, D.K., Rosen, D.S. & Woods, E.R. (2007). *Adolescent Health Care: A Practical Guide.* Philadelphia: Lippincott Williams & Wilkins. ISBN-10:**0781792568**| ISBN-13:**978-0781792561**
5. Rosenthal, T., Naughton, B. and Williams, M. (2006) *Office Care Geriatrics.* Philadelphia: Lippincott, Williams and Wilkins. **ISBN:** 0-7817-6196-4.
6. Lacy, C.F., Armstrong, L.L., Goldman, M.P. & Lance, L.L. (2013). Drug Information Handbook for all Clinicians and Healthcare Professionals. [22nd Edition] Hudson, OH: Lexi-Comp**. ISBN-10: 9781591953197**. [Another drug handbook by Lexi-Comp is acceptable, as long as it was published in 2011 or later]
7. Livingston, M & Wolves, T. [2009]. Scottsdale Wound Management Guide. Malvern, PA: HMP Communications, Inc. **ISBN:** 978-0-615-28872-7
8. Schuiling, KD & Likis, FE. [2011]. Women’s Gynecologic Health. [2nd Edition] Burlington, MA. Jones & Bartlett Learning. **ISBN-10:** 0763756377 **ISBN-13:** 978-0763756376
9. Story, L. [2012]. *Pathophysiology—A Practical Approach.* Sudbury, MA: Jones & Bartlett Publications. **ISBN:** 978-1-4496-2408-8
10. **Highly Suggested:** Reeves, JRT. [1991]. *Clinical Dermatology Illustrated: A Regional Approach—3rd Edition***.** FA Davis Publications**. ISBN-13**: 9780803602793 **[this book is out of print, you will be able to find a good used copy on Amazon, Barnes and Noble or a site such as these]**
11. **Highly Suggested:** Washington University School of Medicine. [2010]. Washington Manual of Medical Therapeutics. [33rd Edition]. Philadelphia, PA: Lippincott, Wilkin & Williams. **ISBN-10:** 1608310035 **ISBN-13:** 978-1608310036
12. **Highly Suggested:** Tuggy, M & Garcia, J. [2011]. *Atlas of Essential Procedures*. Philadelphia, PA: Elsevier/Saunders. **ISBN:** 978-1-4377-1499-9

**OR** Pfenninger, JL & Fowler, GC. [2011]. *Pfenninger and Fowler’s Procedures for Primary Care*. Philadelphia, PA: Elsevier/Mosby. **ISBN:** 978-0-323-05267-2

1. **Suggested:** some sort of ICD-9 coding reference; since ICD-10 Coding is scheduled to go into effect in October of 2012, it may be best to look for an application that can be used and updated for your smart phone; you will need some sort of reference to help you as you see patients, code the visits and enter your E-logs.

Previous Textbooks used in Advanced Health Assessment (N5418), Adult Management I (Nursing 5305) and Psychiatric Management (Nursing 5303) as applicable.

[Due dates cited on class schedule]

**DIDACTIC:**

1. Multiple Choice Exam I 20%

2. Multiple Choice Exam II 20%

3. Multiple Choice Exam III 22%

4. Class Participation/Assignments on (BB) 10%

5. Differential Diagnoses Exercises (DDA)28%

100%

**CLINICAL:**

1. Clinical Decision Making Assignments 40%

(major - 2)

2. SOAP Notes (2) 30%

3. Preceptor Evaluations (per preceptor) P/F

4. Clinical Practicum - final 30%

5. Clinical Experiences Journal P/F

6. Self-Evaluation (1) P/F

7. Student evaluation of preceptor [s] P/F

8. Clinical E logs P/F

100%

**Attendance Policy:** Regular class attendance and participation is expected of all students. Students are responsible for all missed course information.

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

Course Grading Scale

A = 92 to 100

B = 83 to 91

C = 74 to 82

D = 68 to 73 – cannot progress

F = below 68 – cannot progress

**Make-up Exams: Make up exams for this course will be allowed for university approved abscences.** Please contact your faculty for approval. Upon approval from your faculty, you need to schedule an appointment with Sonya Darr at [sdarr@uta.edu](mailto:sdarr@uta.edu). Please allow a 24 hour advance notice when scheduling.

**Test Reviews:** Test reviews may be scheduled up to two weeks after grades have been posted to blackboard for the current exam. Due to time constraints, you will only be allowed 30 minutes to review your test. Unfortunately, we will not be able to allow multiple test reviews. Contact Sonya Darr to schedule at [sdarr@uta.edu](mailto:sdarr@uta.edu). Please allow a 24 hour advance notice when scheduling.

**Expectations of Out-of-Class Study:** As a general rule of thumb, for most clinical courses, for every credit hour that will be earned, a student should spend 3-4 hours per week working outside of class. Hence, beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 12-15 hours per week on their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**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](mailto:resources@uta.edu), or view the information at [www.uta.edu/resources](http://www.uta.edu/resources).

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

**Students in this course are also expected to check the Bb account for this course daily**

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

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

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

**Librarian to Contact:**

**Antoinette Nelson**, *Nursing Librarian*

Phone: (817) 272-7433

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

Research Information on Nursing:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Course Schedule**

Course meeting dates—August 22; September 12; October 03; October 24; November 07 [on-line chat session]; November 14; December 05 [on line chat session]

Major assignment due dates: October 10 and November 04, 2013

Examinations will be given on October 3, November 18 and December 9th [exam 3; 4-7 pm; distance]

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**UTA College of Nursing additional information:**

**Clinical Evaluations:** Students must pass both the didactic and clinical portions of a clinical course in order to pass the course. In order to pass the clinical portion, the student must receive a passing grade (minimum of 83%) on the faculty evaluation of the student’s clinical performance (Nurse Practitioner Clinical Evaluation). Students who fail a faculty evaluation have a one-time option to retake the practicum. A second faculty member will be present during the clinical performance retake. If the student passes the clinical performance retake (minimum of 83%), the **maximum** grade the student can receive for the exam for purposes of grade calculation is 83%. If the student fails the retake, the student will receive a grade of “F” for the course.

**Clinical Clearance:** All students must have current clinical clearance to legally perform clinical hours each semester. If your clinical clearance is not current, you will be unable to do clinical hours that are required for this course and this would result in course failure.

**Student Requirement For Preceptor Agreements/Packets:**

1. Preceptor Agreements must be **signed and dated** by the student and the preceptor the first day the student attends clinical (may be signed on that day), scanned and emailed to [npclinicalclearance@uta.edu](mailto:npclinicalclearance@uta.edu).
2. **Student** is responsible to ensure that all of his/her preceptor agreements are signed and complete including their student 1000 number and course number before beginning clinical experience and those agreements are scanned and emailed to Kim Hodges @ [npclinicalclearance@uta.edu](mailto:npclinicalclearance@uta.edu) or Janyth Arbeau at [arbeau@uta.edu](mailto:arbeau@uta.edu) by the third week of the semester. (For instance, if a student starts working with a particular preceptor late in the semester, he/she would contact that preceptor during the first 3 weeks of the semester.
3. If this is the first time a preceptor is precepting a graduate nursing student for The University of Texas at Arlington, please have him/her complete the Preceptor Biographical Data Sheet. If he/she is a returning preceptor have them fill out the phone number and email address section of the preceptor agreement.
4. The signed/completed preceptor agreement is part of the clinical clearance process. Failure to submit in a timely fashion will result in the inability to access the E-log system.
5. All communications to the NP Clinical Coordinator should be made to the following email address: [npclinicalclearance@uta.edu](mailto:npclinicalclearance@uta.edu). This includes scanned copies of preceptor agreements, preceptor evaluations of the student, and student evaluations of the preceptor.

**Clinical E-Logs:** Students are required to enter all patient encounters into the E-Log system.  E-Log is both a student learning opportunity and an evaluation method for 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).

Students can access their Elogs by entering their own unique Elogs username and password which will be accessible their first clinical semester. <http://totaldot.com/> The username consists of the student’s first, middle, and last initials (in CAPS) with the last four digits of their 1000#. Example: Abigail B. Cooper, 1000991234 is ABC1234. If the student does not have a middle initial, then only two initials will be used. The student’s password is simply their last name. Example: Cooper (note first letter is a capital letter).

The student’s E-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, E-Log data are an essential requirement of the student’s clinical experience and are used to evaluate student clinical performance.  The data are used to meet course requirements and to evaluate student clinical performance.  Upon completion of the Program, students will receive an executive summary of their E-Log entries for their professional portfolio.

**Students are expected to enter information accurately so that (if needed) faculty may verify/validate the information provided.  Falsifying and/or misrepresenting patient encounter data is considered academic dishonesty.**

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

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

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

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

**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/>

**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/nursing/msn/msn-students>

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

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

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

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

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

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

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

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

**Department of Advanced Practice Nursing**

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

Associate Dean and Chair; Graduate Advisor

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