

Syllabus

Description of Course Content:

NURS 3561 NURSING OF ADULTS (3-6) Application of the nursing process with emphasis on critical thinking, therapeutic nursing interventions, and effective communication for persons experiencing medical-surgical problems. Theory and clinical application in diverse settings. Prerequisite: NURS 3632.

Credit hours and clock hours: (3-6), 5 credit hours

Lecture (theory) 45 hours; clinical 90 hours

Didactic: online

Clinical: day and location will vary per clinical group.

Placement in curriculum: second semester Junior year

Prerequisites: NURS 3632 Clinical Nursing Foundations

Lead Teacher: Donna Cleary ACNS, BC, AE-, CNE

Office Number: Pickard Hall 502

Office Telephone Number: 817-272-5052

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Email Address: cleary@uta.edu

Student Learning Outcomes:

- Apply the existing body of scientific knowledge and apply evidence-based findings in practice decisions using the nursing process, while utilizing awareness of one's role in preventing errors and promoting quality improvement.
- Coordinate and collaborate with the interdisciplinary team in assessing, planning, implementing, and evaluating the client's care.
- Demonstrate knowledge of the impact of actual or potential illness on the client's developmental, physical, social, emotional, age, spiritual, economic, vocational and leisure status.
- Develop assessment and management strategies based on a consideration of the physical, functional, cultural, social, economic, developmental, and spiritual dimensions of human responses to actual and potential health problems.
- Establish an effective professional relationship with the client and significant others to facilitate the development of the care plan.
- Participate with clients, families and other health care providers in collaborative decision-making that reflects the understanding that care should be culturally sensitive, ethical, legal, informed, compassionate and humane, and within the boundaries of available economic resources.
- Use the nursing process to develop and implement the plan of care: collect appropriate assessment data for each client, determine appropriate nursing diagnoses, identify expected client outcomes, determine the plan of care, implement interventions, and evaluate client outcomes.
- Utilize available information systems to assess, plan and deliver patient care in an efficient, timely manner.
- Educate clients and family members about measures that promote, maintain, and restore health or promote comfort for patients with both acute and chronic health problems.
- Mobilize resources to provide an environment that supports health promotion, restoration, and maintenance.
- Serve as an advocate for clients and family members.

Clinical Outcomes:

- Conduct initial and ongoing patient assessment(s).
- Diagnose patients' nursing care needs based on assessment findings.
- Develop a theoretically based and individualized plan of care.
- Implement and evaluate the effectiveness of initial interventions and make modifications, as the patient situation requires.
- Demonstrate safe nursing care.
- Communicate verbally and/or in writing the delivery of nursing care & patient's response(s).
- Organize time and materials effectively in completing patient care & attending clinical experiences and conferences.
- Assume responsibility for own learning, communicating need for assistance when necessary.
- Communicate appropriately with staff, instructor, peers, patients, family, and other health care providers.
- Demonstrate professional behavior.

Course content:

Nursing care of adults with

1. perioperative needs
2. diabetes
3. hypertension/heart failure/obesity
4. vascular problems and fluid and electrolyte problems
5. respiratory problems
6. musculoskeletal problems
7. cancer
8. gastrointestinal problems
9. hepatic /biliary/pancreas problems, seizures and Parkinson's
10. gender specific problems and HIV
11. urinary, thyroid and adrenal problems

EVALUATION METHODS:**Exams and Final Exam:**

Five exams occur in the course. (Exams 1, 2, 3, HESI, and a comprehensive final). All exams consist of multiple-choice items; however, exams may include multiple choice, select-all-that-apply, fill in the blank, hot spots (to identify an area on a picture or graphic), drag and drop ranking, and/or chart exhibit. Math calculations are included in Exams 1, 2, 3 and the HESI.

Exams may be rescheduled only for a legitimate reason such as personal illness or a death in the family. Exams will not be rescheduled for convenience of vacation travel or work schedules. Any exam taken before or after the scheduled exam time (for any reason) will be fill in the blank, matching, essay, and short answer format.

If you miss an exam due to illness or an emergency, **you will need a note from your health care provider** stating as such, before you can take the make-up exam.

Guidelines for Exam Taking:

- Students must present their UTA student ID in order to take an exam.
- No talking between students is allowed during testing.
- ALL CELL PHONES AND PAGERS MUST BE TURNED OFF AND PLACED AT THE FRONT OF THE ROOM DURING ALL EXAMS. NO CELL PHONES OR PAGERS, BOOKS, PAGES OF BOOKS, PAPERS, NOTES, OR NOTECARDS OF ANY TYPE MAY BE ON YOUR PERSON OR USED IN ANY MANNER DURING AN EXAM OR QUIZ.

- No food or drink containers will be allowed during testing.
- Purses, backpacks and all class materials are to be placed at the front of the room during the test period.
- Students are expected to **KEEP THEIR EYES ON THEIR OWN COMPUTER** and not look about the room during exams. The exam proctor will move you to a different seat if this requirement is not followed.
- Please follow all facility related requirements
- **Anyone accessing outside sources during the exam will receive an automatic zero for that exam**
- All scratch paper and exam password instruction sheets/question & concern forms must be turned into the proctor at the completion of your exam
- After all exams students are allowed 15 minutes only to view their rationales.

If Scantrons Are Used For Exams:

- Students are responsible for using a pencil for ALL quizzes. Scantrons written in pen will NOT be graded. The student will receive a zero for that exam. Remember to bring sharpened pencils to all classes and exams.
- Scantrons mutilated with holes, etc. will not be hand graded.
- Students must fill in complete scantron, test, and have name, last 4 digits of social security number, and ALL answers bubbled on the scantron when time is called. Students may not bubble in answers or information after time is called. All pencils are to be placed on the table when time is called. Anyone observed with a pencil in hand after time is called risks receiving a zero for that quiz or test.
- Non-compliance with these guidelines will result in disciplinary action and may result in course failure.

Protocol for test review:

- The academic coaches and lead instructor will be available to counsel students experiencing difficulty in the course. It is the student's responsibility to contact the coach through email.
- Any student who makes less than 70% on any exam **must** email the Student Success Coordinator for remediation.

Tardiness for Exams:

- Students should notify the Lead Instructor and/or Site Coordinator as soon as they realize they will be tardy for an exam.
- Proctored exams: A student who is tardy for the exam may enter the testing area quietly, following the testing guidelines and begin the exam. No extra time will be given. If another student has already completed the exam, the tardy student will not be allowed to take the test.
- Un-proctored exams: you must start the online exam on time. **If you are late, you may start taking the exam at that time. However, the time for taking the test window will not be extended.**

Test Taking Guidelines and Information:

Testing Environment: Although faculty strives to provide a quiet learning/testing environment there may be noises and distractions in any testing environment that are beyond the control of the exam proctors. If a student feels that the testing environment is unduly noisy or distracting for any reason, it is the responsibility of the student to report this to the exam proctor as soon as possible during the exam so corrective action may be taken.

Absences for exams or tests:

- Student must notify the academic coach, lead teacher, and/or Site Coordinator if you are not able to take an exam or test. Additionally, you must contact your academic coach and lead teacher.

Non-compliance with these guidelines will result in disciplinary action and may result in course failure.

N3561 Missed Examination Course Policy:

All students are expected to take N3561 Nursing of Adults exams at the scheduled time. If a student is unable to write the exam at the scheduled time, prior notice must be given to the academic coach and lead teacher on or before the test date and time in order for the test to be made up. The student must furnish verification of the reason for missing the examination and email this to the academic coach (physician note or release form, obituary of loved one, airline ticket voucher, etc.). Failure to take a scheduled examination at the assigned time without prior coordination with the lead teacher may result in a zero (F) for this specific test grade. **If you miss an exam due to illness or an emergency, you will need a note from your health care provider stating as such, before you can take the make-up exam. Any exam taken before or after the scheduled exam time (for any reason) may be a fill in the blank, matching, essay, and short answer format.**

Course Assignments:

Course assignments will include online quizzes, completion of synthesis of content worksheets, specified case studies and other application assignments, and discussion board participation. **All graded course assignments are submitted electronically.**

Policy on Missed Online Assignments:

Should a personal or family illness or emergency occur, rendering you unable to complete an online assignment on time, you are expected to contact your Academic Coach via phone, phone message, or e-mail **BEFORE THE ASSIGNMENT** due date/time has expired. If you cannot get to a phone or a computer, a phone message or e-mail will be accepted from an immediate family member or guardian to notify your Academic Coach that you have had an emergency.

Documentation of the emergency is required. Examples of documentation include a police report, or healthcare provider/hospital note. No medical or personal information will be required. When the lead instructor and academic coach have seen documentation of your emergency, they will consider your case for making up the assignment.

If your Academic Coach is not informed of your situation before the due date/time of the online assignment, two consequences could occur:

- 1. You will be allowed to make-up the online assignment within 5 days, and no points will be deducted** from your score. This will occur only if you can show documentation that you had an emergency or crisis situation.
2. If you cannot show documentation that you had an emergency or crisis, you will not be allowed to make up the online assignment and will receive a zero for the assignment.

Online Quizzes:

Eight scheduled quizzes will be given throughout the semester. **Quiz questions may include course content from current or previous weeks, assigned case studies and/or from assigned outside readings for that week.**

As future nurses, you are guided by a set of practice expectations, even as a student. A very important part of these expectations is appropriate moral and ethical behavior. Therefore, it is expected that you will work alone and without notes to take each of the online quizzes. You are expected to maintain test security by not discussing the questions with your peers or attempting to copy the quizzes in any way. If you discuss quiz questions or content of quizzes with these students, this is a violation of test security, and will result in being

reported for academic dishonesty. WE TAKE TEST SECURITY very seriously at the College of Nursing. Violations in test security are not just considered academic violations, but ethical violations, which is unacceptable behavior for future nursing professionals.

Course quizzes will be posted online. Quizzes will be available to students during a specified time period listed on the course schedule. Please review the online quiz instructions prior to attempting the quiz. Since the quiz is timed, you will be unable to return to any skipped items and the instructor will be unable to restart the quiz for you. Remember to save your answers.

The quiz will not be available online after the deadline and students not completing the quiz at that time will receive a "0". Quizzes may be multiple choice, fill in the blank, or short answer.

There will be no makeup quizzes. **Online quizzes are not included in the minimal weighted exam grade average of 70%.**

General Online Quiz Guidelines:

1. The online quizzes will be set to 1.5 minutes per question. You will not have time to use your notes to look up the answers. I trust you will uphold the moral and ethical standards of your future profession while taking these tests. It is expected you will NOT use notes, books, or study templates to take your quiz. The quiz is timed- this means you will have 15 minutes to complete it.
2. Each student will have different questions than other students, as the questions are scrambled. No two students will receive the same question in the same order.
3. During a quiz you will be unable to save or print the questions; this is for test security purposes.
4. Missed quizzes are counted as 0%. Missed quizzes will not be made up.
5. Your computer connection must be reliable. If you know that you are cut off of the Internet every time use it, don't rely on your home computer to take the test. There are many options for you to use a reliable computer with a reliable Internet connection. Please locate a reliable connection prior to taking the first online quiz.
6. Quizzes are open from 0700 on Friday until 0700 on Monday. They will not be available before or after those times.

HESI EXAM

The HESI test is a standardized examination and therefore **no test blueprint** is provided. Students who score less than 750 on two end of course HESIs or who score 700 or less on Foundations, Med Surg, or Critical Care HESIs are required to enroll in the Student Success course, NURS-SS 2232, Professional Nursing and Life Skills. This course will be taken with a clinical course during the long semester. You are required to pass this course with a C or higher to progress in the program.

Procedure for Missed HESI Exam:

The medical-surgical HESI Exam is given during dead week (see course schedule). It is developed and constructed by HESI/Elsevier. As this is a custom exam constructed specifically to test what has been covered in class, there is only one version of this exam available. A student who is ill or has an emergency will be required to reschedule the HESI. The HESI exam is a critical exam to determine your success on the exit HESI. If you have a situation that requires you to miss the HESI - you will need to contact the lead instructor prior to the exam, provide documentation of the emergency/illness. The exam will be rescheduled and you must be available.

N3561 Medications and Dosages Math Test 1, 2, and 3:

- All students will take the N3561 Medications and Dosages Math Test 1 during the second week of the semester. The score achieved by the student on Math Test 1 will count 5% towards their grade for the course and is a proctored test (NOT INCLUDED IN MINIMAL WEIGHTED EXAM GRADE).
- The first math test grade is the score of record and will be placed in the grade book, no matter what the score is.
- Each student is required to achieve a minimum score of 90.00%. If a student does not achieve this minimum score on Math Test 1, the student will be required to take the N3561 Medications and Dosages Math Test 2; after a required math test remediation session. If a student does not achieve 90.00% on Math Test 2, the student will be required to take Math Test 3. If math test 2 or 3 is needed- they need to be scheduled with the lead teacher. The math tests must be completed by week 5.
- If a student does not achieve the minimum score of 90.00% on Math Test 3, the student will not be allowed to continue taking the course and will withdraw from the course for the semester.

Teaching Methods:

Lecture

Discussion board participation

Case Studies

Lab Simulations

Role Play

Clinical Experiences

Demonstration and Return

Assigned textbook and outside readings

Synthesis of content worksheets

Power points / weekly handouts

Grading Policy:

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

70% weighted average on proctored exams (Exams 1, 2, 3, HESI, and Final).

70% weighted average on major written assignments.

90% on math test (if applicable).

90% on practicum skills check offs (if applicable).

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

A 90.00 100.00

B 80.00 89.99

C 70.00 79.99

D 60.00 69.99

The existing rule of C or better to progress remains in effect; therefore, to successfully complete a nursing course, students shall have a course grade of 70.00 or greater.

In calculating the course grade for N3561, the weighted average on proctored exams will be checked first. If the student achieved a 70.00% with no rounding on weighted average on exams, the quizzes, math test and participation will count toward the final course grade. If the student did not achieve a 70.00% with no rounding on weighted average on exams, the course grade calculation stops and the grade stands as a D or F as determined by the numerical value from the weighted average on exams (Exams 1, 2, 3, HESI & Final).

The following grades will be recorded. Percentage indicates the contribution of each grade to the overall course grade. Students must also pass clinical in order to pass the course. The course grade will be based upon the following percentages:

Participation (online course Discussions/activities)	7%
Math Test	5%
Quizzes	6%
Exam 1:	15%
Exam 2:	15%
Exam 3:	15%
HESI (Standardized Exam):	9%
Comprehensive Final:	28%
	100%

Grades WILL NOT be posted immediately. Grades will post an average of 24-48 hours after the test is taken.

ONLY EXAMS ONE, TWO, THREE, HESI AND THE FINAL ARE CONSIDERED PROCTORED EXAMS.

Required Textbooks and Other Course Materials:

Hinkle & Cheever: Brunner & Suddarth's Textbook of Medical Surgical Nursing, 13th edition

(Choose one of the required TEXT packages below):

978-1-4698-5278-2 Print Textbook and PrepU Package for Brunner 13e – \$204.98

Package Description - Lippincott CoursePoint for Brunner & Suddarth's Textbook of Medical-Surgical Nursing 13e (includes integrated access to the ebook and PrepU) with Print Textbook Package

978-1-4698-5274-4 ETextbook and PrepU Package for Brunner 13e - \$154.99

Package Description - Lippincott CoursePoint for Brunner & Suddarth's Textbook of Medical-Surgical Nursing 13e (includes integrated access to the ebook and PrepU)

Pagana & Pagana. (2012). *Diagnostic and laboratory test reference*. (11th ed). ISBN 9780323084680

Silvestri, Linda. (2014). *Saunders comprehensive review for the NCLEX-RN examination*. (6th ed). Saunders. ISBN 9781455727551

Optional Or Supplemental Textbooks:

HESI. (2011). *Evolve reach testing and remediation comprehensive review for the NCLEX-RN® examination*. (3rd ed). Elsevier. ISBN: 9780323065856

Books from previous courses: Please utilize textbooks from Nursing Foundations, Pathophysiology, Pharmacology, and Anatomy & Physiology.

FACULTY RESPONSIBILITIES RELATED TO N3561 NURSING OF ADULTS:

Students are urged to be actively involved in their own process of learning. The teacher functions as a facilitator who coaches, mediates, prompts, and helps students develop and assess their understanding, and thereby their learning. Guided by the teacher, students construct their knowledge actively rather than just mechanically ingesting knowledge from the teacher or the textbook. (Constructivism as a paradigm for teaching and learning (n.d.) retrieved July 11, 2005 from <http://www.thirteen.org/edonline/concept2class/constructivism/>)

Faculty members are responsible for:

- Providing an environment conducive to learning.
- Facilitating students' learning
- Supporting creative endeavors.

STUDENT RESPONSIBILITIES RELATED TO N3561 NURSING OF ADULTS:

The student is expected to:

- Read assigned text and complete assignments, and review other materials as necessary to support comprehension and understanding of course content, and participate in clinical simulation.
- Communicate needs/concerns related to the course directly to the academic coach or lead teacher.
- Submit required written course and clinical assignments on time. Students must have a **VALID** reason (serious illness, death in family) for requesting an extension. Documentation will be required.

COURSE COMMUNICATION:

- Discussion board and email are the primary method of communicating with your academic coach or the lead teacher. Please use the e-mail and discussion areas provided as often as needed. The lead instructor will utilize the announcement board for information which affects the entire class. Please check them every 24 hours.
- Students are responsible for checking the course site and email daily. Any information posted is considered delivered to you after 24 hours from the posting.
- All course forms and schedules will be found on the course website
- Online communication protocol:
 - Tone of the posting should be professional
 - No personal message or announcements on class discussion boards. No political or inappropriate statements are permitted
 - Be respectful. No critical statements regarding students or faculty will be allowed

CLINICAL:

❖ Clinical is defined as all experiences contributing to clinical hours including, but not limited to campus labs, hospital labs and ancillary experiences. **Attendance at all clinical activities is required.** The student must be in clinical in order to be evaluated on the clinical criteria. The opportunity to apply theory is limited and should be used to the maximum. **The scheduling of personal appointments or travel** (except for emergencies) **during clinical will not be tolerated.**

The student is expected to:

1. Contact their clinical instructor, per individual instructor guidelines, if they will be absent. This notification should occur before clinical starts and the notification should be by phone, not text or email.
 2. **If a student is absent, the clinical time must be made up. Clinical instructors will work with the team leader to determine the method of making up missed clinical.** Absence from clinical may result in failure to meet clinical outcomes and jeopardizes passing the course. ***If you miss clinical due to illness, you will need a note from your health care provider documenting your illness.***
1. ***When administering medications to a patient, the clinical instructor or assigned staff nurse must be present in the room. NO EXCEPTIONS. Failure to adhere to this N3561 requirement may result in clinical failure.***

ADDITIONAL INFORMATION:

All students enrolled in clinical courses must show proof of current immunization and CPR certification as described in the UTA Undergraduate Catalog and the College of Nursing Student Handbook. A checklist of compliance data is maintained in the Nursing Advising Office file. Non-compliance with these College of Nursing requirements will prevent you from participating in clinical components of your course work. Absences from clinical as a result of non-compliance cannot be made up.

Librarian to Contact:

Peace Ossom Williamson, Nursing Librarian 817-272-6208

Email: peace@uta.edu

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

Subject Guide: <http://libguides.uta.edu/nursing>

Undergraduate Support Staff:

Elizabeth Webb, Administrative Assistant I, AP-BSN, Pre-Nursing, JR1 and JR2

651 Pickard Hall, (817) 272-2776 ext. 1237

Email: ewebb@uta.edu

Tabitha Giddings, Administrative Assistant I, AP-BSN, SR1 and SR2

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UTA Information:**STUDENT CODE OF ETHICS:**

The University of Texas at Arlington College of Nursing supports the Student Code of Ethics Policy. Students are responsible for knowing and complying with the Code. The Code can be found in the Student Handbook.

ACADEMIC INTEGRITY & PLAGIARISM:

It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University.

"Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts." (Regents' Rules and Regulations, Series 50101, Section 2.2).

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

Americans with Disabilities Act:

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

Drop Policy:

UTA 2009-2010 UNDERGRADUATE CATALOG POLICY FOR ADDING AND DROPPING COURSES OR WITHDRAWALS

Effective Fall 2006, adds and drops may be made through late registration either on the Web at MyMav or in person in the academic department offering the course. Drops may continue in person until a point in time two-thirds of the way through the semester, session or term. Students are responsible for adhering to the following regulations concerning adds and drops.

- a. A student may not add a course after the end of the late registration period.
- b. No grade is posted if a student drops a course before 5:00 p.m. CST on the Census Date of that semester/term.
- c. A student entering the University for the first time in Fall 2006, or thereafter, may accrue no more than a total of six course drops with a grade of W during his or her enrollment at the University.
- d. A student may drop a course with a grade of "W" until the two-thirds point of the semester, session, or course offering period.
- e. Exceptions to this policy may be entertained because of extraordinary non-academic circumstances. Under such circumstances, approval must be received from the instructor, department chair, dean, and the Office of the Provost.

Students wanting to drop all courses for which they are enrolled must withdraw from the University for that semester/term. (Students should follow the procedure in the Withdrawal section of the UG Catalog.)

PLEASE NOTE: The aforementioned University policy describes the process and dates for traditional 15-16 week classroom courses as well as clinical courses with a 15 week clinical rotation. The adjusted date reflects a point two-thirds of the way through the clinical.

The drop date for N3561 may be found on the Academic Partnerships website at:
http://academicpartnerships.uta.edu/documents/UTA_Drop_Dates.pdf

Academic Integrity:

It is the philosophy of The University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University. According to the UT System Regents' Rule 50101, §2.2, "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."

Student Support Services Available:

The University of Texas at 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. These resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals to resources for any reason, students may contact the Maverick Resource Hotline at 817-272-6107 or visit www.uta.edu/resources for more information.

Electronic Communication Policy:

The University of Texas at Arlington has adopted the University "MavMail" address as the sole official means of communication with students. MavMail is used to remind students of important deadlines, advertise events and activities, and permit the University to conduct official transactions exclusively by electronic means. For example, important information concerning registration, financial aid, payment of bills, and graduation are now sent to students through the MavMail system. All students are assigned a MavMail account. ***Students are responsible for checking their MavMail regularly.*** Information about activating and using MavMail is available at <http://www.uta.edu/oit/email/>. There is no additional charge to students for using this account, and it remains active even after they graduate from UT Arlington.

To obtain your NetID or for logon assistance, visit <https://webapps.uta.edu/oit/selfservice/>. If you are unable to resolve your issue from the Self-Service website, contact the Helpdesk at helpdesk@uta.edu

Professional Conduct on Blackboard and Social Media Sites

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

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

Students are to refrain from discussing this course, including clinical situations, written assignments, peers, or faculty on all social networking sites such as Facebook, Twitter, etc. Failure to comply with these expectations may result in further action including but not limited to removal from the discussion board.

If you have concerns related to class or clinical, you must speak to the other person involved, such as the lead teacher or your clinical instructor. Professional nursing includes utilizing the proper chain of command when seeking resolution to a concern.

College of Nursing Information:**APA Format**

APA Style manual will be used by the UTACON with some specific requirements for the undergraduate courses. The sample title page & instructions, as well as a Manuscript Preparation document can be found at: www.uta.edu/nursing/handbook/bsn_policies.php#apa

Essential Skills Experience

Each UTACON clinical course has a designated set of essential nursing skills. An essential nursing skill is one that is “required” for each student to have instruction on AND either laboratory or clinical experience performing. Experience is defined as “hands on” performance of a skill in a laboratory setting using standardized patients, manikins, human patient simulators, task trainers, and computer simulation modules or in a clinical setting involving actual patients or communities.

UTACON students are responsible for acquiring essential skills experiences, documenting these experiences, obtaining verification from their clinical instructors, and maintaining an ongoing record of essential skills experience during all Junior and Senior clinical courses.

UTACON students must obtain a printed copy of the BSN Pre-Licensure Essential Skills Experience Passport from Blackboard and maintain this copy for use in all clinical courses. This Passport must be used to document skills experiences during clinical or simulation laboratory sessions. After performing an essential skill, a student will record the date and the setting, and then his/her initials in the appropriate boxes on the passport. The student will then provide the record to his/her clinical instructor for verification. Students are responsible for the accuracy and integrity of Passport documentation. Any attempt to falsify or alter Passport information may result in disciplinary action related to UTA’s Academic Dishonesty policies.

UTACON students are required to perform and document ALL the essential skills in order to obtain a passing grade for the clinical component of the course. Throughout the semester, as part of the clinical evaluation process, clinical instructors will monitor student progress in completing all essential skills designated on the Passport. It is the student’s responsibility to obtain the required essential skills experiences in a timely manner throughout the semester.

CLINICAL PASS/FAIL: Clinical Failing Behaviors

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

Clinical Failing Behaviors

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

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

1. Knows rationale for side effects of medications and treatments, and correctly administers same 217.00 (1) (C).
2. Documents nursing care accurately and completely, including signs and symptoms, nursing care rendered medication administration. Contacts health care team concerning significant events in patient health 217.11 (1) (D).
3. Implements a safe environment for patients and/or others, i.e., bed rails up, universal precautions 217.11 (1) (B).
4. Respects client confidentiality 217.11 (1) (E).
5. Accepts assignments commensurate with educational level, preparation, experience and knowledge 217.11(1) (T).
6. Obtains instruction and supervision as necessary when implementing nursing procedures or practices 217.11(1) (H).

7. Notifies the appropriate supervisor when leaving an assignment 217.11(1) (I).
8. Recognizes and maintains professional boundaries of the nurse/patient relationship 217.11(1) (J).
9. Clarifies orders, treatments, that nurse has reason to believe are inaccurate, non-effective or contraindicated 217.11(1) (N).
10. Able to distinguish right from wrong 213.27(b) (2) (A).
11. Able to think and act rationally 213.27(b) (2) (B).
12. Able to keep promises and honor obligations 213.27(b) (2) (C).
13. Accountable for own behavior 213.27(b) (2) (D).
14. Able to promptly and fully self-disclose facts, circumstances, events, errors and omissions when these disclosures will enhance health status of patients or protect patients from unnecessary risk or harm 213.27(b) (2)(G).

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

Clinical Dress Code:

The clinical dress code applies to all graduate and undergraduate students of The University of Texas at Arlington College of Nursing (UTACON), and has two primary purposes: to insure that, whenever in the clinical setting, students of the UTACON: 1) represent the nursing profession and UTACON in a professional and appropriate manner, and 2) are readily identifiable as students.

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

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

Clinical Attendance When University is Closed

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

Award for Student Excellence in Clinical Nursing

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

Criteria for selection:

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

No Gift Policy:

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

Hazardous Exposure to Blood, Blood Products Or Body Fluids:

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

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

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

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

Policy on Invasive Procedures

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

The Student Handbook can be found by going to the following link: <http://www.uta.edu/nursing/bsn-program/> and clicking on BSN Student Handbook (bottom of menu on left) or by going to the nursing website www.uta.edu/nursing and using the link provided under Current Students.