**NURS 5362-002: Nursing Education Practicum**

Spring 2015

**Instructor:** Lauri D. John, PhD, RN, CNS (oncology), Clinical Associate Professor

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**Email Address:** ljohn@uta.edu **(use Blackboard for all course-related correspondence)**

**Faculty Profile:** <http://www.uta.edu/profiles/lauri-john>

**Office Hours:** By appointment

**Time and Place of Class Meetings:** Tuesdays from 4-7PM on 1/27, 3/17, and 5/5 in PKH 227

**Course Description:** Preceptorship in selected health care sites with opportunities to apply clinical and educational knowledge, skills, and concepts in a guided, progressive context of nursing education.

**Course Topics:** Individual topics relevant to practicum experience and students’ needs.

**Prerequisites:** N5301, 5302, 5308, 5309, 5315, 5418, 5327, 5328, 5329, 5360, 5361

**Student Learning Outcomes:**

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

1. Use evidence based knowledge to facilitate learning of selected student populations within a defined patient population.
2. Use formative and summative evaluation to assess learning outcomes and modify teaching activities**.**
3. Collaborate with faculty and staff to provide student learning experiences.
4. Implement the educator role in selected settings.

**Required Textbooks and Other Course Materials:**

Texts and readings identified in collaboration with Instructor to meet specific learning objectives.

Webcam, smart phone, or other device to record and upload video.

**Recommended Materials**:

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, D.C.: Author. **ISBN: 9781433805615**

Billings, D. M., & Halstead, J. A. (2012). *Teaching in nursing: A guide for faculty* (4th ed.). St. Louis: Elsevier Saunders. **ISBN: 9781455705511.**

Penn, B.K. (2008). *Mastering the teaching role: A guide for nurse educators.* F.A. Davis Company. **ISBN: 9780803618237.**

Utley, R. (2011). *Theory and research for academic nurse educators: Application to practice.* Sudbury, MA:Jones and Bartlett Publishers. **ISBN: 9780763774134.**

**Teaching Methods/Strategies:**

Faculty/student seminars, responses to electronic communication, practicum experiences tailored to personal learning plan.

**Grading Policy:** As a seminar/practicum, the instructor will evaluate student performance as pass or fail. Passing performance includes completion of clinical experiences with indication of reflection, synthesis of existing knowledge, and self-assessment and completion of all course assignments. **All course activities must be completed at the passing level in order to pass the course**.

**Attendance Policy:**

Attendance is not taken in this course; however, regular participation is expected of all students. Clinical hours and all assignments must be completed in order to pass the course. Students are responsible for all missed course information.

**Major Assignment Requirements:**

1. Plan to meet course objectives
	1. Submit one page summary of projected activities for clinical experience to the Assignment on Blackboard during Week 1 (Form in Blackboard)
2. Self-assessments of skills and competencies using NLN Educator Core Competencies
	1. Initial assessment due week 2 (Form in Blackboard).
	2. Final assessment due week 15 (Form in Blackboard).
3. Role enactment of selected faculty responsibilities
	1. Teaching in the clinical and classroom settings
	2. 15 hours to include seminar, journaling and class/clinical preparation time
	3. 120 hours of clinical experiences (includes participation in teaching activities in class, clinical, clinical conferences, conferences with students, work with preceptor on grading, etc.)
	4. Submit clinical log during week 15 to Assignment in Blackboard
4. Discussion Board (see directions on Blackboard)
	1. Week 1, post an introduction of yourself & in week 2, reply to classmates’ posts
	2. Weeks 3-12, post a description of clinical experiences and reply to classmates’ posts. In initial post, include the following:
		* Description of setting, audience, activities
		* Number of hours completed since last post and total completed
		* Teaching-learning strategies used, whether they were effective, and whether you would repeat or change strategies given a similar experience in the future
		* How you used learning theory in your practice
		* Reflection on (self-assessment of) experiences in the classroom, clinical, or during prep time including progress toward meeting objectives
		* Include citations for theory and strategies as appropriate
	3. Week 13, post teaching video with note & in week 14, reply to classmates’ posts
5. Teaching video due week 13 on the Discussion Board & to Assignment on Blackboard
	1. Submit a 10 minute video created during practicum that serves as a current example of your active teaching. This may be lecture, demonstration of a skill, facilitation of a post-conference, or some other active teaching strategy. Please show something more than a power point presentation.
	2. Submit a note that includes the following information:
* Objectives of the teaching activity (what were the students supposed to say/do/demonstrate, etc.?)
* Short description of the topic of the teaching activity
* Teaching strategies used (lecture, demonstration, Socratic questioning, etc.) and setting for the teaching (classroom, skills lab, clinical conference, etc.)
* Effectiveness of the teaching and how you determined effectiveness,
* Reflection on self-assessment of your teaching,
* Citations for theory and strategies as appropriate
	1. Submit photo release form for anyone else appearing on the video. Failure to submit photo release will result in a failing grade for this assignment.
1. Preceptor evaluation of student due week 15 (Form in Blackboard).
2. Student evaluation of preceptor due week 15 (Form in Blackboard).

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

1. The signed preceptor agreement is part of the clinical clearance process.
2. Each student is responsible for ensuring that all of his/her preceptor agreements are signed before beginning clinical experience and those agreements are emailed to msnclinical@uta.edu. If this is the first time a preceptor is precepting a graduate nursing student for The University of Texas at Arlington, the preceptor must also complete the Preceptor Biographical Data Sheet and submit it with his/her Curriculum Vitae.

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**Course Schedule**

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| **Week** | **Clinical Activities** | **Course Assignments** |
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| Before Semester Begins | * Collaborate/discuss with instructor types of experiences needed to meet your learning objectives.
* Meet requirements of academic institution to obtain desired experiences (may include clinical agreements, clinical orientation).
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| Week 1 (week of 1/20/15) | * Meet with Clinical Preceptor
* Share your learning objectives with preceptor.
* Discuss with preceptor the projected clinical activities to meet your learning objectives
 | Submit by Friday, 1/23/15 by 23:59:* Learning objectives and projected clinical activities
* Initial Discussion Board Post
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| Week 2 Meet for class 4-7PM on 1/27/15 | Maintain record of clinical experiences. | Submit by Friday, 1/30/15 by 23:59:* Reply to classmates’ Discussion Board posts
* Initial self-eval using NLN tool to Assignment
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| Week 3 (week of 2/3/15) | Maintain record of clinical experiences. | Initial Discussion Board Post by Friday by 23:59 |
| Week 4 (week of 2/10/15) | Maintain record of clinical experiences. | Reply to classmates’ Discussion Board posts by Friday by 23:59 |
| Week 5 (week of 2/17/15) | Maintain record of clinical experiences. | Initial Discussion Board Post by Friday by 23:59 |
| Week 6 (week of 2/24/15) | Maintain record of clinical experiences. | Reply to classmates’ Discussion Board posts by Friday by 23:59 |
| Week 7 (week of 3/3/15) | Maintain record of clinical experiences. | Initial Discussion Board Post by Friday by 23:59 |
| Week of 3/10/15 | Spring Break |  |
| Week 8 Meet for class 4-7PM on 3/17/15 | Maintain record of clinical experiences. | Reply to classmates’ Discussion Board posts by Friday by 23:59 |
| Week 9 (week of 3/24/15) | Maintain record of clinical experiences. | Initial Discussion Board Post by Friday by 23:59  |
| Week 10 (week of 3/31/15) | Maintain record of clinical experiences. | Reply to classmates’ Discussion Board posts by Friday by 23:59 |
| Week 11 (week of 4/7/15) | Maintain record of clinical experiences. | Initial Discussion Board Post by Friday by 23:59 |
| Week 12 (week of 4/14/15) | Maintain record of clinical experiences. | Reply to classmates’ Discussion Board posts by Friday by 23:59 |
| Week 13 (week of 4/21/15) | Maintain record of clinical experiences. | Submit by Friday by 23:59:* Initial Discussion Board Post including teaching video with note
* Teaching video to Assignment
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| Week 14 (week of 4/28/15) | Maintain record of clinical experiences. | * Reply to classmates’ Discussion Board posts by Friday by 23:59
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| Week 15 – Meet for class 4-7PM on 5/5/15 | End of semester conference | DUE May 8, 2015 by 23:59* Preceptor evaluation of student.
* Final self-evaluation using NLN tool
* Student evaluation of preceptor
* Clinical log
* Course completion survey
* Meet with lead teacher
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**UT ARLINGTON (UTA) & COLLEGE OF NURSING POLICIES/INFORMATION**

**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 Financial Aid Office for more information. The last day to drop a course is listed in the Academic Calendar available at [http://www.uta.edu/uta/acadcal.](http://www.uta.edu/uta/acadcal)

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 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) complete a Course Drop Form (available online <http://www.uta.edu/nursing/MSN/drop_resign_request.pdf>; (2) obtain faculty signature and current course grade; and (3) submit the form to your assigned academic advisor .
3. A student desiring to drop all courses in which he or she is enrolled is reminded that such action constitutes withdrawal (resignation) from the University. The student must indicate intention to withdraw and drop all courses by completing a resignation form in the Office of the Registrar or by: (1) Completing a resignation form (available online <http://www.uta.edu/nursing/MSN/drop_resign_request.pdf> or Graduate Nursing office rooms 512 or 606; (2) obtaining faculty signature for each course enrolled and current course grade; (3) Submitting the resignation form to your assigned academic advisor and (4) The department office will send resignation form to the office of the Registrar.
4. 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://www.grad.uta.edu/handbook>

**Last Day to Drop or Withdraw: April 3, 2015**

**Americans with Disabilities Act:**  UTA 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 UTA 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.

**Title IX:** UTA is committed to upholding U.S. Federal Law “Title IX” such that no member of the UT Arlington community shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity. For more information, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX).

**Academic Integrity:**  It is the philosophy of UTA that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. 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.*

All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Per 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." 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.

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, journals, electronic sources) 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 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 UTA Central Library via <http://library.uta.edu/tutorials/Plagiarism>

**Student Support Services Available**: UTA 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).

**Electronic Communication Policy:** UTA has adopted MavMail as its official means to communicate with students about important deadlines and events as well as to transact university-related business. 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. For information about activating/using MavMail: <http://www.uta.edu/oit/cs/email/mavmail.php>. 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.

Students are responsible for having a functioning computer and being familiar with its use. For example, papers must be written in Word software (presentations in Powerpoint) and uploaded into Blackboard. You must be able to open documents in Word, power point presentations, and other files. If you have difficulty with your computer, it is your responsibility to problem-solve that issue. You may always phone or email the Help Desk in the UTA Library at 817-272-2208, or you can email them at helpdesk@uta.edu

**Blackboard communication tools, discussion boards, and UTA MAV email will be used extensively and should be checked often. Use Blackboard for all course correspondence.** Blackboard and UTA email should be checked at least every other day except weekends and holidays. In general, faculty will check Blackboard and UTA email daily with the exception of weekends and holidays. An immediate response to emailed questions is not guaranteed, particularly within the 48 hour window before an assignment is due or on weekends or holidays.

The discussion board should be viewed as a public and professional forum for course-related discussions. The tone of postings should be professional in nature. Although constructive discussion and feedback is important in a learning environment, 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 Board. Refer to the Student Handbook for more information.

**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. UTA’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>.

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

**Librarian to Contact:**

**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)

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>

**Writing Center:** The English Writing Center, Room 411 in the Central Library, provides support to UTA 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 UTA. During Spring 2013, Writing Center hours are 9 a.m. to 7 p.m., Monday through Thursday; 9 a.m. to 2 p.m., Friday; and 2 p.m. to 6 p.m. Sunday. 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 or 817-272-2517.

**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 their Associate Dean for the MSN Program (either Dr. Gray or Dr. Schira). The complete policy about encumbered licenses is available online at: [www.bon.state.tx.us](http://www.bon.state.tx.us)

**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/handbook/toc.php>

**Student Code of Ethics:** UTA 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 MSN Student Handbook online: <http://www.uta.edu/nursing/handbook/toc.php>

**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 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.

**Departmental Office/Support Staff**

**Department of Advanced Nurse Practice**

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

Associate Dean and Chair; Graduate Advisor

Office PKH # 604, Email: Schira@uta.edu

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**Department of MSN Administration, Education, and PhD Programs**

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**Caitlin Wade, AP/Campus Program, Academic Advisor (M-Z)**

Office PKH # 513, (817) 272-9397, Email: [cwade@uta.edu](https://owa.uta.edu/owa/schwartz%40exchange.uta.edu/UrlBlockedError.aspx)

**Danielle Van der Knaap**, **AP/Campus Programs**, Admissions Assistant

Office PKH # 510, (817) 272-9591, Email: vdknaap@uta.edu

**Janette Rieta**, **AP/Campus Programs**, Administrative Assistant

Office PKH # 510, (817) 272-1039, Email: jrieta@uta.edu

**Emergency Phone Numbers**: In case of an on-campus emergency, call the UTA Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911.