



COURSE DESCRIPTION:	Use of critical thinking, therapeutic nursing interventions and communication skills in promoting quality of life for persons with complex health needs. Application of nursing roles in diverse settings.
CREDIT HOURS AND CLOCK HOURS:	(3-6), 5 Credit Hours: Lecture (Theory) 45 hrs; Clinical 90 hrs Didactic: online Clinical: Day and location will vary per clinical group.
PLACEMENT IN CURRICULUM:	First Semester Senior Year
PREREQUISITES:	N3561 NURSING OF ADULTS; NURS 3481 PSYCHIATRIC NURSING
FACULTY/LEAD TEACHER:	Mary Beth Reid (Lead Teacher) Assistant Clinical Professor Office: #603 Pickard Hall Office Phone: 817-272-2776 Cell 972-567-7641 -primary Office Fax: 817-272-5006 (For All Faculty) E-mail: maryreid@uta.edu
STUDENT LEARNING COURSE OUTCOMES:	<p>At the conclusion of the course, the student will be able to:</p> <ol style="list-style-type: none">1. Synthesize current evidence and theoretical knowledge to deliver competent, culturally sensitive, developmentally appropriate holistic care for persons with complex health needs.2. Demonstrate analytical, logical reasoning in the implementation of the nursing process for persons with complex health needs.3. Provide progressively independent safe, quality nursing care for persons with complex needs upholding ethical and legal standards.4. Collaborate effectively with patients; families, and the interdisciplinary team using oral, written, and non-verbal communication in providing comprehensive care to persons with complex health needs.5. Demonstrate leadership skills in ethical behavior and conflict management while caring for the patient with complex needs.6. Provide cost-effective care to patients with complex health care needs.7. Provide progressively independent safe, quality nursing care for persons with complex needs upholding ethical and legal standards.8. Incorporate multiple technologies into all aspects of care to complex patients.

REQUIRED TEXTBOOKS & MATERIALS:

Hinkle & Cheever: ***Brunner & Suddarth's Textbook of Medical-Surgical Nursing***, 13th Edition: *You can purchase either the hardcopy print textbook package or if you don't wish to invest in the hardcopy of the book then you can purchase online access only (less expensive).*

Lippincott **CoursePoint** for ***Brunner & Suddarth's Textbook of Medical-Surgical Nursing*** 13e (includes printed textbook along with access to the ebook and PrepU). ISBN 978-1-4698-5278-2

or

Lippincott **CoursePoint** for ***Brunner & Suddarth's Textbook of Medical-Surgical Nursing*** 13e (includes access to ebook and PrepU without a printed textbook. ISBN 978-4698-5274-4 (From N3561)

Pagana & Pagana. (2011). ***Diagnostic and laboratory test reference***. (11th ed). St. Louis, MO: Mosby. ISBN 9780323084680 or eBook ISBN 9780323100557 (**Already purchased in JR2 N3561**)

REQUIRED MATERIALS:

1. Course syllabus: Available **online** for course NURS 4581 or from UTA Nursing web site.
You are responsible for all material in the syllabus.
2. Lab and Clinical forms **are posted online**. Students are responsible for printing forms and bringing them to clinical.

OPTIONAL OR SUPPLEMENTAL TEXTBOOKS:

Books from previous courses: Please utilize textbooks from Nursing Foundations, Pathophysiology, Pharmacology, and Anatomy & Physiology. *EKGs Made Easy* (or any EKG book) or *Critical Care Nursing Made Easy* are optional should you want more content.

Descriptions of major assignments and examinations with due dates:

Course Schedule with dates and assignments available on Blackboard and at the end of this document.

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; see "Student Support Services," below.

In order to pass the course, the student must pass both the theory and the clinical components of the course. The clinical component of the course is graded on a pass/fail basis.

Math Competency Quiz (15 questions)	5%
Discussions (5 graded)	5%
Quizzes (5 graded)	5%
Exam I (60 questions)	15%
Exam II (60 questions)	15%
Exam III (60 questions)	15%
HESI Critical Care Specialty Exam (55 questions)	11%
Comprehensive Final Exam (80 questions)	<u>29%</u>
	100%

Math Competency Quiz:

Students must achieve a score of 90% or greater on the Math Quiz in order to satisfactorily meet the clinical objectives for medication administration, and prior to medication administration in clinical. A student who does not satisfactorily meet the clinical objectives for medication administration will not pass clinical. Students who fail to achieve 90% on the Math Quiz after 3 attempts may not continue in the course.

The first administration of this quiz will be given during Week 1 of the course. **Your grade (5% toward final course grade) will be the score earned on the first administration.** If you have an unexcused absence for the first math exam, you will receive a score of 0% for your math exam. Students who do not achieve at least 90% on Math Quiz will have two additional opportunities to retake the 15 question math quiz. Time and location of retesting will be posted.

Tests and Final Exam:

The vast majority of exams will be comprised of standard multiple-choice questions, but may include alternate-format questions (multiple answer or select all options that apply; fill in the blank; math problems; identification of a “hot spot” or key assessment area on a picture or graphic; rank order/prioritization; or chart exhibit). The exams may be given either in the written (paper) format or on a computer at at your testing site and will be proctored. The final exam is comprehensive and will cover all content presented during the course. Consult the exam blueprints for specific content evaluated on each exam. **Students must bring their UTA ID card for all tests.**

ALL exams (Exam I, Exam II, Exam III, HESI & Final Exam) count toward the required minimum course grade of 70.00% on proctored exams; math quiz, discussions, and quizzes are NOT included in this calculation. In determining the final course grade for N4581, **the weighted average on proctored exams will be checked first.** If a student achieved a 70.00% with no rounding of weighted average on proctored exams, the non-proctored quiz grades will count toward the final course grade. If the student did not achieve a 70.00% with no rounding of weighted average on proctored 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 proctored exams.**

The proctored exams for this course will be announced after testing locations are arranged and scheduled. This information will be posted on BLACKBOARD when it becomes available.

Test Taking Guidelines and Information (for proctored exams):

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.

Guidelines for test taking (for proctored exams):

- **Students must present the UTA student ID in order to take an exam.**
- All cell phones, pagers, and electronic devices must be turned **off** (not on vibrate) and placed at the front of the room during all exams.
- No food or drink containers with labels will be allowed on desks during testing.
- Purses, backpacks and all class materials are to be placed at the front of the room during the test period.
- Only instructor-given materials may be on the desk (test, scratch paper, calculator, etc.)

- Students are expected to keep their eyes on their own paper/screen and not look about the room during exams. The exam proctor will move you to a different seat if this requirement is not followed. A cover sheet should be used when taking a paper and pencil test.
- Ear plugs are acceptable.
- Dress warmly in layers. No sweaters, coats or jackets with pockets or hoodies may be worn.
- Baseball hats with brims, etc. must be removed or turned so that the “bill” of the cap is at the back of the head during tests.
- Students are requested to maintain a quiet atmosphere in the hallway if finished ahead of classmates.
- Please use restroom facilities before the test. If you must leave during the test to go to the restroom, you must ensure that cell phones, purses, etc. are left in the exam room. You may be accompanied to the restroom by a proctor.
- Calculators will be provided when needed and are to be returned at the completion of the test.
- When you have finished the exam, please do not enter the room again until the testing period has ended.
- You are **expected to maintain test security** by not discussing the questions with your peers or attempting to copy the test questions in any way. If you discuss exam questions or content of exams with other 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 considered not just academic violations, but ethical violations, which is unacceptable behavior for future nursing professionals.
- **For exams taken on the computer, ONLY the testing “window” should be open during the exam. Absolutely NO Internet browsing during the exam – doing so is considered academic dishonesty will result in at minimum a zero for the exam, possibly a course failure or dismissal from the CON program, and reporting to the Office of Student Conduct.**

Protocol for test review:

- Students have the opportunity to review their exam answers for up to 15 minutes at the end of each exam. Students that have made less than 70% may schedule a time with the Lead Teacher or Student Success Coordinator to review that Exam provided it is prior to the next Exam.
- The academic coaches 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 achieves less than 70% on any exam must e-mail the Lead Teacher and Student Success Coordinator to discuss progress in the course and remediation strategies.

Online Quizzes:

Four scheduled quizzes will be given throughout the course. **Quiz questions will be based on course content from the current week (the week the quiz is given).** 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”.

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 quiz or exam questions in any way. If you discuss quiz or exam questions or content of quizzes with other 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 and Health Innovation. Violations in test security are considered not just academic violations, but ethical violations, which is unacceptable behavior for future nursing professionals.

Course Discussions:

Course discussions are the discussion board participation. Participation in and completion of the discussion assignments is intended to facilitate the student's application and synthesis of key concepts presented in the course and assist with preparation for course exams. Each discussion must follow the rubric to get 100%. Failure to meet the rubric will result in a zero for that discussion. There are no make ups for discussions.

In addition, there are no opportunities for "make-up" assignments. However, students can earn extra point(s) on exam 1, 2, & 3 grades for mastering chapter content in Prep U. There are assigned chapters prior to each exam. An achieved chapter mastery level of "7" will receive 0.25 point for each chapter; a mastery level of "8" will receive 0.5 point for each chapter. The point(s) achieved will be added to the exam grade. These mastery levels must be achieved prior to each exam. Mastery completion **post-exam** will not be applied.

Evolve Case Studies

There are four Evolve case studies that correspond to the course content. The topics are: Coronary Artery Disease, Cirrhosis, Chronic Kidney Disease, and Spinal Cord Injury. While you will not receive a grade for completing these, there may be quiz or exam questions related to these case studies

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

- 70% weighted average on proctored exams
- 70% weighted average on major written assignments (none for N4581)
- 90% on math test
- 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.

Students who score less than 700 on Clinical Nursing Foundations, Nursing of Adults, or Adult with complex needs HESI exams will be required to take NURS2232 Learning Professional Nursing & Life Skills during their next semester.

Evolve Case Studies

There are four Evolve case studies that correspond to the course content. The topics are: Coronary Artery Disease, Cirrhosis, Chronic Kidney Disease, and Spinal Cord Injury. While you will not receive a grade for completing these, there may be quiz or exam questions related to these case studies.

TEACHING METHODS:

Assigned textbook and outside readings
Synthesis of content assignments
“Key Concept” PowerPoint presentations
Discussion board participation and assignments
Case studies

Podcasts
Clinical laboratory
Clinical simulations
Clinical patient care experiences; clinical reflection papers

Tardy/Absence Policies:

Attendance

At The University of Texas at Arlington, taking attendance is not required.

For Clinical– See Undergraduate Student Handbook:

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/lab will not be tolerated.

Tardiness is defined as arriving between 5 minutes and one hour after clinical or lab has been started by the instructor. You must speak in person by phone to your clinical instructor if you are going to be tardy in either lab or clinical. Text messaging is at the discretion of the clinical faculty. (Not all clinical instructors accept text messaging as contact. Please clarify with your instructor.) Sending email is not acceptable. One tardy will result in a verbal warning. Two tardies will result in a written Performance Improvement Plan (PIP). Three tardies will result in breach of the PIP leading to course failure.

A PIP is instituted on the first occurrence if a student does not notify the clinical instructor or arrives to clinical/lab more than one hour late. Students who are late more than one hour may be sent home at the discretion of the clinical faculty, resulting in an unexcused absence. Tardies or absences will be considered unprofessional behavior resulting in being unsatisfactory on the evaluation which will lead to course failure if not corrected. See course/clinical outcomes. See unexcused absence policies.

The clinical instructor must be notified by the student prior to the start time of clinical or lab of any potential for missing the clinical/lab experience. Absences are very serious and difficult to make up. Because of this, any clinical or lab absence, excused or unexcused, will result in a behavioral contract and the make-up of lost time. Two unexcused absences will result in clinical failure. More than two excused absences, or up to 16 hours, from clinical/lab may result in failure to meet clinical outcomes and may result in clinical failure which is a course failure. Clinical instructors will work with the lead teacher to determine the method of making up missed clinical/lab. Make-up for clinical/ lab sessions must be approved by the lead teachers. Unexcused absences are considered unprofessional behavior. See course/clinical outcomes.

Exams:

Tardiness for Exams:

- Students should notify the **Lead Teacher** 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. ***However, the time for taking the test window will not be extended.***

NURS 4581 Missed Examination Course Policy:

- All students are expected to take course exams at the scheduled time. Absences for exams may be considered excused or unexcused. Reasons that would commonly constitute an excused absence include **emergent situations** such as personal illness, illness of child, critical illness or death of family member, jury duty that cannot be rescheduled, other court or legal circumstances, and military commitments that cannot be rescheduled. For any such absence, the Lead Teacher must be notified in advance (unless not feasible due to circumstance, i.e. car accident, hospitalization) and the absence approved. The student **must furnish verification** of the reason for missing the examination and email this to the lead teacher/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 exam grade. ***If you miss an exam, you will need documentation supporting your absence before you can take the make-up exam. Exams MAY NOT be taken early.*** An unapproved absence will result in 20 points subtracted from the exam grade.
- Any exam taken after the scheduled exam time (for any reason) will be in a format determined by the lead teacher and may include alternate format questions, such as fill in the blank, short answer, matching, or essay. Though excused absences may be made up, a pattern of exam absences is a serious matter and reflects on professionalism. Penalties will be assessed after the first excused absence.

Excused Absences requiring makeup exam	Penalty
First	None
Second	5 points off makeup and contract with lead teacher
Third	10 points off makeup
Fourth	20 points off makeup

***There is no makeup for HESI – Grade on Final Exam will be used.**

***There will be a minimum of a 20 point penalty for each make-up exam for an unexcused cause.**

Clinical Tardy Policies:

- Clinical/lab: Tardiness is defined as arriving **between 5 minutes and one hour** after clinical or lab has been started by the instructor. **You must speak in person by phone to your clinical instructor if you are going to be tardy in either lab or clinical.** Text messaging is at the discretion of the clinical faculty. (Not all clinical instructors accept text messaging as contact. Please clarify with your instructor.) Sending email is not acceptable.
- One tardy will result in a verbal warning. Two tardies will result in a written performance improvement plan. Three tardies will result in breach of the performance improvement plan leading to course failure. A performance improvement plan is instituted on the first occurrence if a student does not notify the clinical instructor or arrives to clinical/lab more than one hour late. Students who are late more than one hour may be sent home at the discretion of the clinical faculty, resulting in an unexcused absence and a PIP. Tardies or absences will be considered unprofessional behavior resulting in being unsatisfactory on the evaluation. See course/clinical outcomes. See unexcused absence policies.

Clinical/lab Absences:

- Absences for clinical may be considered excused or unexcused. The clinical instructor must be notified by the student prior to the start time of clinical or lab of any potential for missing the clinical/lab experience. Absences are very serious and difficult to make up. Because of this, any clinical or lab absence, excused or unexcused, will result in a performance improvement plan and the make-up of lost time.

- Reasons that would commonly constitute an excused absence include emergent situations such as personal illness, illness of child, critical illness or death of family member, jury duty that cannot be rescheduled, other court or legal circumstances, and military commitments that cannot be rescheduled. For any such absence, the Lead Teacher must be notified in advance (unless not feasible due to circumstance, i.e. car accident, hospitalization) and the absence approved. Further, **the student must provide documentation to support the absence** (doctor's excuse detailing when you could return to school, obituary, court summons, etc.). It is the final decision of the Lead Teachers as to whether an absence is considered excused.
- Two unexcused absences will result in clinical failure. More than two excused absences from clinical/lab may result in failure to meet clinical outcomes which result in course failure. Clinical instructors will work with the lead teacher to determine the method of making up missed clinical/lab. Make-up for clinical/ lab sessions must be approved by the lead teachers. Unexcused absences are considered unprofessional behavior. See course/clinical outcomes.
- **Non-compliance with these guidelines will result in disciplinary action and may result in course failure.**

FACULTY RESPONSIBILITIES RELATED TO NURS 4581:

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.

Clinical Experience Evaluation Outcomes

- Demonstrate the ability to accurately assess the patient's condition.
- Discuss the physiological and psychosocial effects of disease, trauma and hospitalization on the patient and family.
- Demonstrate ability to think critically in analyzing data and setting priorities when providing care to the critically ill patient.
- Demonstrate an ability to formulate a plan of care for the critically ill patient.
- Demonstrate the ability to provide safe and effective nursing care to the critically ill patient.
- Demonstrate knowledge and understanding of the medications utilized in the care of the critically ill patient.
- Demonstrate the ability to correctly utilize pertinent technological equipment in the clinical area.
- Integrate the psychological, sociocultural and spiritual needs of the critically ill patient and significant others with physiological care.
- Evaluate and adapt nursing care as patient needs require.
- Communicate effectively both orally and in writing with patients, families, colleagues, interdisciplinary team members and instructors.
- Collaborate with other nursing and ancillary staff in providing patient care.
- Demonstrate the ability to assess the health processes and long-term needs of chronically ill patients and their families.
- Utilize nursing roles to implement the nursing process in providing care to patients and families with acute or chronic illness, or with rehabilitative needs.

- n. Demonstrate accountability and responsibility in the clinical area.

STUDENT RESPONSIBILITIES RELATED TO NURS 4581

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 and patient care activities.
- 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. Refer to BlackBoard for deadlines for course assignments.
- Nursing actions are based on knowledge and application of principles of bio-physical and social science consistent with the Nurse Practice Act. Any nursing action omitted or committed that is either an actual or a potential endangerment to patients may be considered sufficient rationale for course failure.
- Students must provide their clinical instructor with the name and phone number of a person who can be contacted in case of emergency during clinical hours.
- Students will be requested to complete faculty and course evaluations during the announced evaluation period at the end of the course.

COURSE COMMUNICATION:

Electronic Communication Policy: UT 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>.

- **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.
- 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 messages or announcements may be posted on class discussion boards
 - No political or inappropriate statements are permitted
 - Be respectful. No critical statements regarding students or faculty will be allowed

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.

UTA INFORMATION

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.

Title IX: The University of Texas at Arlington 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.

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.

Instructors may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University.

PLAGIARISM: 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/plagiarism/index.html>. Papers are now checked for plagiarism and stored in Blackboard.

Drop Policy: Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or

withdrawing. For more information, contact the Office of Financial Aid and Scholarships Drop date is available on the StateU website:

http://academicpartnerships.uta.edu/documents/UTA_Drop_Dates-pdf

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 undergraduate catalog.

http://web.uta.edu/catalog/content/general/academic_regulations.aspx#10

UTA College of Nursing Policy

Effective for students entering the nursing program Fall 2009 (Jr I) and forward, the following policy applies: Students within the program, enrolled in an upper division NURS course are permitted to drop the course one time. Upon attempting the course for the second time, the earned grade is retained. Students may drop no more than three upper division NURS courses during their undergraduate career. Elective and pre-nursing courses are exempt from this policy.

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.)

Student Support Services Available: UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at www.uta.edu/resources.

Electronic Communication Policy: UT 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>.

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. Classes are held as scheduled during this week and lectures and presentations may be given.

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 stairwell. 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.

LIBRARY INFORMATION:

Peace Ossom Williamson, MLS, MS, AHIP

Nursing Liaison Librarian, Central Library Office 216

<http://www.uta.edu/library> | peace@uta.edu

Research information on nursing:

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

**UNDERGRADUATE
SUPPORT STAFF**

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COLLEGE OF NURSING INFORMATION:

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

APA FORMAT:

APA style manual will be used by the UTACONHI with some specific requirements for the undergraduate courses. www.uta.edu/nursing/APAFormat.pdf

CLASSROOM CONDUCT GUIDELINES:

The Faculty of the BSN Program believes that virtual classroom teaching has two goals: the provision of content pertinent to the discipline of nursing and the socialization of students into the professional role. We are committed to providing the curriculum in an atmosphere conducive to student learning and in a manner that will prepare graduates to be successful in the health care workplace. Refer to the Student Handbook for more information.

Essential Skills Experience:

Each UTACONHI 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.

UTACONHI 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.

Each course syllabus will list the Essential Skills required for that specific course. Each course will make the Course Specific Essential Skills Experience List available to the student either by attaching it to the syllabus or in the course material in Blackboard. The student will provide the list to his/her clinical instructor for verification during clinical. Students are responsible for the accuracy and integrity of this documentation.

UTA students are required to perform and document ALL the essential skills for each course 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. It is the student's responsibility to obtain the required essential skills experiences in a timely manner throughout the semester. Confirmation of completion of all skills will be noted on the evaluation.

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	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 (UTACONHI), and has two primary purposes: to insure that, whenever in the clinical setting, students of the UTACONHI: 1) represent the nursing profession and UTACONHI 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, prelicensure student nurses should wear their UTACONHI uniform and UTACONHI insignia patch ONLY when in simulation, clinical or other learning experiences authorized by UTACONHI faculty. Students are to provide nursing care to patients at clinical facilities ONLY when authorized by their UTACONHI 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".

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 **(term)**.

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.

Observance Of Religious Holy Days:

Undergraduate Nursing faculty and students shall follow the University policy regarding Observance of Religious Holy Days: (http://www.uta.edu/catalog/content/general/academic_regulations.aspx#6)

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 the link titled BSN Student Handbook.

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

TIPS FOR SUCCEEDING IN N4581

1. Read the assigned readings each week. Do not get behind with your readings.
2. Participate in the weekly discussion board assignments in order to dialogue with your peers and focus on content application and synthesis each week. As the courses progresses, the content builds upon previous concepts learned.
3. Take your own notes when reviewing the weekly recorded presentations, stay mentally engaged as you listen to the presentations, and review notes as needed. Refer back to your textbook and other assigned readings for clarification as needed.
4. If you like to study in groups, study with the right people.
5. Come on time for exams, which start promptly at the scheduled times. If you are late for an exam (proctored or on-line), you will not be given additional time to complete it.
6. Don't work too many hours (for you) in addition to your academic commitments.
7. Don't go out of town right before an exam day or schedule a major event on an exam day.
8. Avail yourself of UTA Counseling Services, which offers counseling, seminars, and assessments designed to help you with academic functioning and personal issues. Personal issues assistance includes relaxation training, college adjustment, and stress management. Academic Skill Building includes improving study skills, time management, and reduction of test anxiety. If you are having difficulty mastering the course content, seek the assistance of your Academic Coach, Lead Teacher, or Student Success Coordinator EARLY in the course. Also, your clinical instructors have a wealth of knowledge and experience and can assist you with content mastery.
9. Exams – usually concentrate on nursing care, patient assessment, medical therapy, medications – the tests build on previous knowledge from pathophysiology and pharmacology. The majority of the questions are analysis, application, and evaluation (higher level critical thinking) questions. It is important to know both the trade and generic names of drugs discussed in the course. Every exam has drug dosage calculations and it is recommended to do the math problems FIRST.
10. During exams, wear a watch and maintain a steady pace and don't spend an inordinate amount of time on one question. The time allotted for exams is based on the NCLEX standard of 1.33 minutes per question, so it is important to maintain a steady pace and use your exam time wisely to ensure success. For the exam questions, read the entire stem and all four choices; don't add info to the stem that is not there; and don't confuse what you see at work with the correct answer on the exam. *Get plenty of sleep the night before the exam and don't work all night before an exam.* Eat some protein before the exam. Be on time and start the test on time!
11. Pay attention to the drop date, and make sensible and realistic decisions about continuing in the course if you are experiencing difficulty.

CLINICAL GUIDELINES

1. All students will work with an RN-Facilitator specifically designated to work with students. Students will perform nursing care within the restrictions of both UTACONHI and the agency including the following:
 - a. NURSING STUDENTS ARE PROHIBITED FROM PERFORMING THE FOLLOWING SKILLS:
 1. Verifying and/or hanging blood products.
 2. Taking verbal or telephone orders from physicians or other health care providers.
 3. Transcribing or initiating orders for patient care.
 4. Verifying high risk medication dosages such as insulin or heparin.
 - b. Do not attempt, without appropriate supervision, anything you have not done before or do not feel comfortable doing.
 - c. ALWAYS check with your nurse or instructor before doing something, especially giving medications. Always check, check, and recheck meds before giving. Do not give a medication if you don't know what it is (look it up). Be sure to employ the FIVE RIGHTS with medication administration.
 - d. Students do NOT give IV push medications without direct supervision by a registered nurse.
 - e. When there is an emergency situation, get out of the way! Be a "go-pher", and do what you are directed to do, but stay out of the thick of things unless specifically invited.
 - f. Give updates on patient condition to your RN-Facilitator. Note this information in writing on the nurses' notes as appropriate.
 - g. Attire: You are a representative of nursing as a profession, of UTACONHI, and of yourself; your professional appearance is a reflection of all of these factors. Students are expected to follow the UTACONHI Clinical Dress Code Policy. Long hair will be pulled back and fastened.
 - h. Students must have current immunizations, CPR certification, liability insurance, and health insurance, as required by clinical agencies and UTACONHI.
 - i. Infractions of any of the above will result in your removal from the clinical area.
2. Students will report to the clinical area at the time designated by the clinical instructor. **It is your professional responsibility to be on time for clinical. It is also your responsibility to arrive at clinical with a stethoscope, your required Gahart Intravenous Medication text, a Manual of Diagnostic and Laboratory Tests, and any other such as your supplement as designated by your instructor.**
3. Charting is a necessary activity and must be kept current. Begin by writing nurse's focus/ notes separately and having them checked before transcribing them into the chart. Use flow sheets or check lists for charting where appropriate. The student is expected to chart treatments, assessments, medications, etc., in all places necessary. This will vary from area to area. It is the student's responsibility to be aware of unit/agency requirements for charting.
4. Students will be assigned to one or two patients and are responsible for patient care during the time spent in the clinical agency. All students will have a nurse to report to. If leaving the clinical area for any reason (break, lunch, and conference), a report of the patient's/patients' condition must be made to the assigned RN.
5. Evaluation is an important component of education. To assess the attainment of the terminal objectives, it is necessary for you to be in the clinical area. Should circumstances prevent your attendance, both the hospital and instructor must be notified. (Refer to previous section on clinical pass/fail.) **ALL clinical absences will be made up. Your clinical instructor, in consultation with the Lead Teacher, will determine the nature of make up assignments. Students missing more than 16 hours of clinical (this includes Smart Hospital and lab) may receive an F in N4581.**
6. Refer to guidelines and course schedule regarding required written assignments.
7. Clinical conferences will be scheduled by your clinical instructor.
8. Your instructor will provide information regarding policies specific to your assigned agency.
9. It is the responsibility of students to follow universal precautions, as outlined by the Center of Disease Control & specific agency guidelines.

10. **STUDENTS MAY NOT:**

- a. Leave clinical before the scheduled completion time without a valid reason AND without the permission of the clinical instructor.
- b. Interview for jobs during clinical.
- c. Plan to attend clinical for another course during N4581 clinical time.
- d. Utilize hospital computers for personal business.
- e. Initiate or receive (unless of an emergency nature) personal phone calls. Personal calls may be conducted during meal or break times. Cell phones must be turned off while in clinical.

ESSENTIAL SKILLS for NURS 4581 (As explained on pages 15 of the syllabus):

Assessment

Physical assessment: head to toe

Interpret and analyze normal and abnormal assessment findings

Basic Care

Oral care

Medication Administration

“Six rights”

Safe dose range calculation/determination

Nasogastric and/or gastric medications

Parenteral (IV push) medications

Parenteral (IV piggyback) medications

Parenteral (continuous drip management and titration) medications

Indwelling Tubes

Insertion and/or management of enteral tubes

Insertion and/or management of urinary catheters: female/male

Intravenous (IV) Access Lines

Management, care and/or use of PICC/central lines

IV infusion initiation and/or monitoring: use of IV pumps

Management and/or care of arterial lines

Hemodynamics-level/zero transducer

Airway Management

Oral suctioning

Endotracheal (ET) suctioning

Tracheostomy care/management/suctioning

Ambu bag (bag-valve-mask device) use

Ventilators: volume, pressure, CPAP, BiPAP

Advanced Cardiovascular Care

BLS/CPR and Code Blue

Nutrition and Feeding

Orogastric, nasogastric, G-button, gastrostomy and/or duodenal/jejunostomy feeding (gravity and/or pumps)

Infection Control Procedures

Handwashing/cleansing

Safety

Use of correct body mechanics

Miscellaneous

Documentation

Communication: student hand-off to nurse

Communication: Abnormal findings to HCP (SBAR)

Nursing math skills

SENIOR I N4581
NURSING OF ADULTS WITH COMPLEX NEEDS
READING LIST: Brunner & Suddarth (2014 13th Edition)

PRECLINICAL LAB TOPICS	Readings from Brunner (Page #)
Psychosocial Care of the Critically Ill	79-89; 2119-2120; 2149
Acid-Base Balance; ABGs	267-272; 482
Respiratory Failure: Airways; Mechanical Ventilation; Chest tubes	468-471; 481-484; 504-521; 575-576; 582-586; 595-604; 2123-2124
Stroke; Acute Intracranial Problems; Myasthenia Gravis; Guillain-Barre Syndrome	1972-1993; 1942-1953; 2040-2046
Cardiovascular Disease, Acute Coronary Syndrome; CABG	674-686, 730-766
Heart Failure; Cardiomyopathy ; VADs	798-814; 779-782; 783-84
Valve Disorders;	769-779
Cardiac Rehabilitation	154-155
Disorders of the Heartbeat; ECGs	657-659; 692-728, 814-816
Hemodynamic Monitoring	659-660; 686-690
Emergency Drugs	701, 801, 816
Defibrillation; Cardioversion	91; 715-717; 721-725
Pacemakers, Ablation	717-721; 726-727
Shock; SIRS; Multiple Organ Dysfunction Syndrome, Disseminated Intravascular Coagulopathy	285-308; 929-932; 933-934
Blood Administration	892-896
Burns	1805-1835
Elders in Critical Care	184-208;
Acute Kidney Injury; CKD; Dialysis	1526-1561
Organ Transplants	336-338; 627; 782-783; 1380-1386; 1566-1571
Hepatic Failure; Pancreatitis	1342-1358; 1366-1377; 1401-1410
Bariatric Surgery	1273-1278
Trauma, Emergency, Terrorism, Disaster	610-616; 1107; 1571-1572; 2116-2150
Head and Spinal Cord Injury; Neuro Rehab	1995-2024

Additional reading may be assigned/required, so check your To Do List for each Module.

APBSN SUMMER 2015 Complex Needs

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
18 Week 1 Topic <i>-Psychosocial aspects; Acid Base Balance and Arterial Blood Gases;</i>	19	20	21 Math Competency Quiz	22	23	24 -Complete family needs discussion by 2359
25 Week 2 Topic <i>-Nursing Care of the Patients in Respiratory Failure; Airways; Mechanical Ventilation</i>	26	27	28 Quiz opens 12:01am	29	30	31 Quiz closes 2359
June 1 Week 3 Topic <i>- Nursing Care of Patients with Cerebrovascular Dysfunctions</i>	2	3	4 Quiz opens at 12:01am	5	6	7 Quiz closes at 2359
8 Week 4 Topic	9	10	11 PrepU mastery for Chapters 21, 23, 66, 67 due by 0800 Exam I	12	13	14
15 Week 5 Topic <i>- Care of the Cardiac Patient: CAD, ACS/MI, ADHF; Hemodynamic pressure/monitoring;</i>	16	17	18 Quiz opens 12:30am	19	20	21 - Complete HEART Assessment Tool and CV Risk Reduction heart failure discussion by 2359 - Quiz closes 2359
July 22 Week 6 Topic <i>- Nursing care of the Cardiac Surgical Patients; Cardiac Rehabilitation -Review Dysrhythmias, Pacemakers, Defibrillation/Cardioversion; (Clinical starts)</i>	23	24	25 Quiz opens at 12:01am	26	27	28 Quiz closes at 2359
29 Week 7 Topic <i>--Nursing Care of Patients with Shock/SIRS/MODS/DIC; Blood Transfusions</i>	30	July 1	2	3	4	5 - Complete shock discussion by 2359 ** Critical Incident #1 Due
6 Week 8 Topic Midterm eval due	7	8	9 PrepU mastery for Chapters 14, 26, 27, 28 due by 0800 Exam II	10	11	12 **Critical Incident #2 Due

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
13 Week 9 Topic -Nursing Care of Patients with Major Burns - Nursing care of the Elderly Final eval due	14	15	16	17 4581-Drop date	18	19 - Complete burn discussion by 2159
20 Week 10 Topic - Nursing Care of the Renal Patients - Nursing Care of the Transplant Patient -Nursing Care of the Patient with Hepatic Failure & Pancreatitis -Care of Bariatric Surgery patient; Final eval due	21	22	23 Quiz opens at 12:01am	24	25	26 Quiz closes at 2359
27 Week 11 Topic -Nursing Care of Trauma Patients Management of Emergencies/Disasters -Nursing Care of Patients with Spinal Cord and Closed Head Injury (Traumatic Brain Injuries)	28	29	30	31	August 1	2 - Complete head injury and increased ICP discussion by 2359
3 Week 12	4	5	6 PrepU mastery for Chapters 54, 62, 68, & 72 due by 0800 Exam III	7	8	9
10 Week 13	11	12	13 Final Exam HESI Exam (refer to master testing schedule for the scheduled time)	14	15	16
17 Week 14 - Course evaluation - Student experience evaluation	18	19	20	21	22	23

As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. –Dr. Mary B. Reid.”