The University of Texas at Arlington
College of Nursing and Health Innovation
N5631/ N5632 Advanced Clinical Nursing Practicum
N5331/N5332 Advanced Clinical Nursing Practicum
Adult Gerontology Acute Care Nurse Practitioner Practicum
Summer 2016

Instructor(s):

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Section Information:
N5631 Sections 001-005
N5632 Section 001-002
N5331 Sections 001-004
N5332 Section 001

Time and Place of Class Meetings:

Pickard Hall Classroom # 223
June 9, 2016 3-7 pm

Pickard Hall Classroom # 549
June 30, 2016 6:30 to
9:30pm

Pickard Hall Classroom # 223
July 28, 2016 2-7pm

Description of Course Content:
Clinical preceptorships in selected health practice sites with opportunities to apply knowledge, skills and concepts in a guided, progressive context of advanced nursing practice. The ratio of credit to clinical hours is 1:4. Graded P/F/R.

Other Requirements: Prerequisites: N5436

• Out of class clinical assignments
• Typhon Logs

- Clinical practicum
- Class participation and attendance
- Written collaborative practice protocol
- Clinical Tally Sheet
- Preceptor Evaluation
- Student evaluation of preceptor and clinical site

Student Learning Outcomes:
1. Use evidenced-based knowledge to manage the health care in selected populations.
2. Provide comprehensive health care (e.g. age, gender, cultural, ethnic sensitive) to patients, families, and/or groups within the ethical and legal scope of advanced nursing practice.
3. Evaluate patient and family outcomes for the purpose of monitoring and modifying care.
4. Collaborate with other health care professionals to provide comprehensive care.
5. Implement the nurse practitioner role in selected settings.

Required Textbooks and Other Course Materials: Continue as in N5436 Adult Gerontology Acute Care II

Descriptions of major assignments and examinations with due dates:
1. Clinical Collaborative Practice Protocol (**due July 17**)   P/F
2. Clinical Tally Sheet   P/F
3. Typhon Logs   P/F
4. Ebola Screen (certified background)   Credit
5. Clinical hours 360   P/F

Clinical Evaluation:
Preceptor Evaluation (**by August 5**)   P/F
Clinical practicum (**by August 5**)   P/F (details on pg. 12)
Student Evaluation of Preceptor and Clinical Site (**by August 5**)   Credit

This is a PASS/FAIL course.

Clinical Hours:
A total of 360 hours of clinical must be completed for this course. A maximum of 25 non patient care hours may be counted toward the 360-hour requirement. The time spent in class may count towards the 25 hours of non patient care.

Clinical Practice Requirements:
Clinical placements are an integral part of every student's academic preparation. There are many variables which must be taken into consideration when placing students in a clinical site. As such the course faculty will work in collaboration with each AG ACNP student to secure an

appropriate preceptor and clinical site. Suggestions for a preceptor and a clinical site are welcomed and encouraged. Please share any suggestions with the course faculty. Clinical placements may include hospital based positions or outpatient, subspecialty practice sites. Clinical sites and preceptors are limited outside of the greater Dallas-Fort Worth area. If you live outside the greater DFW area, you may be required to travel to Dallas-Fort Worth to complete your clinical requirements if unable to locate a qualified preceptor close to your geographic location.

Clinical Practice Requirements are designed to help facilitate and enhance the student's clinical experience. An important part of the clinical experience is being able to follow up and evaluate management decisions. The schedule requirements will help to give all students this experience.

- **Ebola Screening must be completed in certified background, each semester, prior to starting clinical. Students may not be in the clinical setting without having completed the screening.**
- Students are required to provide a copy of the completed preceptor agreement to the clinical faculty and to clinical clearance. The agreement may be signed by the preceptor on the first day of clinical but must be submitted to the faculty via email and uploaded to Typhon that evening.
- All clinical paperwork must be uploaded to Typhon and/or blackboard.
- Students will use Typhon to maintain a log of patients seen in the clinical setting. Typhon requires that all clinical data be entered within 7 days of the clinical day. Clinical data must be entered into Typhon no later than 7 days after the clinical day, otherwise Typhon will not allow the data to be entered. In the event that a student does not enter the data on time they will not be allowed to count that clinical day and will be required to repeat the clinical hours. Falsification of any data in Typhon will be considered academic dishonesty.
- Acute care advanced practice nursing is a 24-hour responsibility. As such students may be required to work traditional day hours, night shift, or any time during the weekend.
- Students are required to work their preceptor's schedule. Your preceptor may have additional or alternative schedule requirements.
- Should a student decline any faculty arranged clinical placement they will be responsible for finding an appropriate preceptor and clinical site. Any student arranged clinical placement must be approved by the course faculty.
- Students are expected to attend clinical a minimum of 3 sequential days at a time with no more than one week off between scheduled clinical days until all clinical hours are completed. Exceptions may be considered for extenuating circumstances. Any exceptions must be approved by the student's clinical faculty. This will require students to adjust their work schedule accordingly.
- Student's clinical schedule must be approved by their clinical faculty prior to starting clinical. Students may not begin clinical until after they have received an approval from their faculty.
- Any changes in the clinical schedule must be communicated to the clinical faculty as soon as the student makes a revision in the practice schedule.
- Clinical practice hours may occur in the facility where the student is employed but the student will be required to do a minimum of 1 rotation outside of that facility.

- Clinical practice hours are not allowed to occur in the unit where the student currently works.
- In Adult Gerontology Acute Care I, clinical may not begin until a minimum of 4 weeks of didactic has been delivered.
- Clinical site visits and practicum evaluation visits will be scheduled by the appropriate clinical faculty with their respective students. The faculty reserves the right to perform unannounced clinical site visits any time during which the student is scheduled to be in clinical.
- **Documentation of Care**: The student is expected to appropriately, thoroughly, and accurately document each client encounter on the client's health/medical record (i.e. SOAP notes, clinical summaries, H&P, Discharge summary, Consultation note, procedure note etc.) unless facility policy prohibits. All entries made by the student in the client's record must be reviewed by the preceptor. <u>Documentation will be cosigned by the preceptor.</u>
- Clinical Faculty will review student documentation during site visits and practicums. The student will identify documentation samples for the faculty to review during their site visits. **<u>The student MAY NOT remove nor send any actual patient documentation</u> <u>OR chart data from the clinical practice site.</u>**
- **Invasive Procedures**: All invasive procedures performed by the student require <u>direct</u> <u>supervision by the preceptor</u>. Direct supervision means that the clinical preceptor is physically present in the patient's room. A student may not perform any procedure in the clinical practice site until they have successfully completed the skill in invasive skills or have successfully completed the course. A student may only complete a procedure for which the hospital grants privileges to APRNs to perform and only if the preceptor is privileged to perform the procedure.
- **Site Visits**: The AG Acute Care Nurse Practitioner faculty will evaluate the student's clinical abilities at his/her clinical site and/or an appointed clinical site at regular intervals throughout the program. In some cases, the site visit may be conducted by telephone. The student should be prepared to conduct episodic/follow-up/consult visits with clients and have selected several clients <u>before</u> the faculty arrives at the facility.
- **Preceptor Evaluations**: Preceptor evaluation of the student is required each semester and indicates the student's clinical performance **over time** as opposed to the site visit and/or practicum evaluation, which evaluates clinical performance on a limited number of clients. Evaluations must be obtained from those preceptors that spend more than 8 hours in clinical with the student. The student is encouraged to ask the preceptor to discuss the evaluation with them. The Preceptor's evaluation of the student may be given to the student or sent directly to the clinical faculty member.
- **In addition, the student must read and follow the additional clinical requirements below.**

<u>**Attendance Policy:**</u>
The federal government requires UTA to confirm that a student has started the class for which they are enrolled. As such attendance will be taken the first week of the semester to satisfy this requirement. There is no grade attached to this attendance; however, class attendance is highly recommended as the content is designed to assist students with transition into practice. Students

will be able to count up to 15 hours of clinical time for class attendance. Those who do not attend class may not count class time as clinical.

Grading Policy: This is a PASS/FAIL course. F = below 83% on Clinical Practicum - cannot progress.

Grade Grievances: Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog. http://catalog.uta.edu/academicregulations/grades/#graduatetext.

Make-up Exams: Please contact your faculty for approval. Practicum evaluations will be scheduled with your clinical faculty. Any changes will need to be negotiated with the appropriate faculty member.

Test Reviews: There are no written exams in this course.

Expectations of Out-of-Class Study: Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 6-9 hours per week on their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

CONHI - language
Drop Policy: Graduate students who wish to change a schedule by either dropping or adding a course must first consult with their Graduate Advisor.

Regulations pertaining to adding or dropping courses are described below. Adds and drops may be made through late registration either on the Web at MyMav or in person through the student's academic department. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. Contact the Office of Financial Aid and Scholarships at http://www.uta.edu/fao/ . The last day to drop a course is listed in the Academic Calendar available at http://www.uta.edu/uta/acadcal.php?session=20146

1. A student may not add a course after the end of late registration.
2. A student dropping a graduate course after the Census Date but on or before the last day to drop may, receive a grade of W. Students dropping a course must:
    (1) Contact your graduate advisor to obtain the drop form and further instructions before the last day to drop.

<div style="border:1px solid red; text-align:center; color:red; font-weight:bold;">
Census Day: June 23, 2016
Last day to drop or withdraw: July 21, 2016 by 4:00 p.m.
</div>

Disability Accommodations: UT 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), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the **Office for Students with Disabilities (OSD).** Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:
The Office for Students with Disabilities, (OSD) www.uta.edu/disability or calling 817-272-3364.
Counseling and Psychological Services, (CAPS) www.uta.edu/caps/ or calling 817-272-3671.

Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

Title IX: *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit uta.edu/eos. For information regarding Title IX, 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.*

UT Arlington faculty members may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted.

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

"Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another

person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts."

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

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

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

The English Writing Center (411LIBR): Hours are 9 am to 8 pm Mondays-Thursdays, 9 am to 3 pm Fridays and Noon to 5 pm Saturdays and Sundays. Walk In *Quick Hits* sessions during all open hours Mon-Thurs. Register and make appointments online at http://uta.mywconline.com. Classroom Visits, Workshops, and advanced services for graduate students and faculty are also available. Please see www.uta.edu/owl for detailed information.

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

The success faculty in the MSN Program:

Dr. Donelle Barnes is available as a writing coach to assist students in the MSN Core courses; theory, research, and evidence based practice. Since these courses are writing intensive, Dr.

Barnes can help students improve the clarity and organization of their written papers. She can be reached via email: donelle@uta.edu.

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

Electronic Communication: 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.

If you are unable to resolve your issue contact the Helpdesk at helpdesk@uta.edu.

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

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

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

Peace Williamson	Lydia Pyburn	Heather Scalf	Kaeli Vandertulip
817-272-6208	817-272-7593	817-272-7436	817-272-5352
peace@uta.edu	llpyburn@uta.edu	scalf@uta.edu	Kaeli.vandertulip@uta.edu

Contact all nursing librarians:
library-nursing@listserv.uta.edu

Helpful Direct Links to the UTA Libraries' Resources

Research Information on Nursing	**http://libguides.uta.edu/nursing**
Library Home Page	http://library.uta.edu/
Subject Guides	http://libguides.uta.edu
Chat with the Library	http://ask.uta.edu
Database List	http://libguides.uta.edu/az.php
Course Reserves	http://pulse.uta.edu/vwebv/enterCourseReserve.do
Library Catalog	http://uta.summon.serialssolutions.com/#!/
E-Journals	http://pulse.uta.edu/vwebv/searchSubject
Library Tutorials	http://www.uta.edu/library/help/tutorials.php
Connecting from Off- Campus	http://libguides.uta.edu/offcampus

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.

In addition to providing the general library guide for nursing (http://libguides.uta.edu/nursing), we can put together course specific guides for your students. The subject librarian for your area can work with you to build a customized course page to support your class if you wish. For examples, visit http://libguides.uta.edu/os and http://libguides.uta.edu/pols2311fm .
Please contact Kaeli if you would like this for your course.

Course Schedule

June 9   Orientation to Practicum
3-7pm   AG Acute Care NP Scope of Practice
                 Interviewing and Negotiating
                 Collaborative Practice Protocols

Review: Bell, L. (2012). *AACN Scope and Standards for Acute Care Nurse Practitioner Practice*. Aliso Viejo, CA: American Association of Critical-Care Nurses. **ISBN: 9780945812005.**

Texas Board of Nursing – Chap 221; Rule 221.1 and Chap 222 Rule 222.1
http://www.bon.state.tx.us/rr_current/221-1.asp
http://www.bon.state.tx.us/rr_current/222-1.asp

Read: Buppert, C. (2014). 20 questions to ask a prospective employer. *The Journal for Nurse Practitioners, 10,* 62-63.

Dillon, D., & Hoyson, P. (2014). Beginning employment: A guide for the new nurse practitioner. *The Journal for Nurse Practitioners, 10, 55*-59.

Kleinpell, R. & Hudspeth, R. (2013). Advanced practice nursing scope of practice for hospitals, acute care/critical care, and ambulatory care settings: A primer for clinicians, executives, and preceptors. *AACN Advanced Critical Care, 24,* 23-29.

Kleinpell, R., Hudspeth, R., Scordo, K., $ Magdic, K. (2012). Defining NP scope of practice and associated regulations: Focus on acute care. *Journal of the American Academy of Nurse Practitioners, 24*, 11-18.

National Organization of Nurse Practitioner Faculties (2013). Primary care and acute care certified nurse practitioner practice. Available at: http://c.ymcdn.com/sites/www.nonpf.org/resource/resmgr/docs/acpcnpstatementfinal2013.pdf

June 30   Interprofessional Class Meeting
6:30 to 9:30pm

July 28   Licensing and Certification
                  Credentialing and Privileging
2-7pm   Panel discussion – practicing Acute Care NPs

Review: ANCC Adult Gerontology Certification Examination
                  http://www.nursecredentialing.org/Certification

                  Texas Board of Nursing – APRN Application
                  http://www.bon.state.tx.us/applications_advanced_practice_registered_nurse.asp

Read: Buppert, C., (2014). 8 things about billing hospital NP services. *The Journal for Nurse Practitioners, 10,* 207-208.

Hravnak, M. (2009). Credentialing and privileging for advanced practice nurses.

AACN Advanced Critical Care, 20, 12-14

Munro**,** N. (2013). What an acute care nurse practitioner should know about reimbursement. *AACN Advanced Critical Care, 24*, 110-113.

Szanton, S., Mihaly, L., Alhusen, J., & Becker, K. (2010). Taking charge of the challenge: Factors to consider in taking your first nurse practitioner job. *Journal of the American Academy of Nurse Practitioners, 22*, 356-360.

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. –John D. Gonzalez

UTA College of Nursing and Health Innovation - Additional Information:

Clinical Evaluations: Students must pass both the didactic and clinical portions of a clinical course in order to pass the course. In order to pass the clinical portion, the student must receive a passing grade (minimum of 80%) on the faculty evaluation of the student's clinical performance (Nurse Practitioner Clinical Evaluation). Students who fail a faculty evaluation have a one-time option to retake the practicum. A second faculty member will be present during the clinical performance retake. If the student passes the clinical performance retake (minimum of 80%), the **maximum** grade the student can receive for the exam for purposes of grade calculation is 80%. If the student fails the retake, the student will receive a grade of "F" for the course.

Clinical Clearance: All students must have current clinical clearance to legally perform clinical hours each semester. If your clinical clearance is not current, you will be unable to do clinical hours that are required for this course and this would result in course failure. Please contact your clinical coordinators, Janyth Mauricio janyth.mauricio@uta.edu or Angel Korenek angel.korenek@uta.edu for clinical clearance requests and questions.

Student Requirement for Preceptor Agreements/Packets:
1. Clinical verification forms are to be sent to your clinical coordinator **PRIOR** to doing any clinical hours for approval of your preceptor and your clinical site.
2. Preceptor agreements must be signed and dated by the student and the preceptor either prior **OR** on your first clinical day but absolutely **no later** than three weeks after the start of the course. (If you are starting your hours later in the semester make arrangements to have the agreement signed/dated within the specified timeframe). They must contain your 1000 number and your course number. Incomplete forms will be returned to the student. Please submit these to your clinical coordinator (janyth.mauricio@uta.edu or Angel.korenek@uta.edu)for approval.
3. Due to the implementation of the Typhon system, all preceptors who are precepting graduate nursing students for The University of Texas at Arlington will need to complete a current Preceptor Biographical Data Sheet as well as a preceptor agreement.

4. The signed/completed agreement is part of the clinical clearance process. **<u>FAILURE TO SUBMIT IN A TIMELY FASHION WILL RESULT IN INABILITY TO DO YOUR CLINICAL HOURS AND DENIED ACCESS TO THE TYPHON SYSTEM.</u>**

<u>Clinical Electronic Logs</u>:
Students are required to enter all patient encounters into the Typhon Group Healthcare Solutions ("Typhon") electronic log system. **<u>YOU ONLY HAVE 7 DAYS TO ENTER YOUR CASE LOGS AND TIME LOGS FROM THE DAY OF YOUR CLINICAL EXPERIENCE.</u>** Typhon is both a student learning opportunity and an evaluation method for clinical courses. Patient encounters include patients the student assesses, diagnoses, and manages as part of their clinical coursework. Individual clinical courses may have additional guidelines/requirements related to their specific course and will be noted in the course syllabus (e.g. types of encounter required, number of patients required during course).

Students can access their Typhon account by entering their own unique username and password which will be accessible their first clinical semester. During the student's first clinical semester they will be emailed a link to Typhon along with a unique login username and password once a Clinical Verification Form has been submitted by the student and the preceptor and site are approved.

The student's electronic log data provides a description of the patients managed during the student's clinical experience, including the number of patients, diagnoses of patients, and the type of interventions initiated. As a result, the data is an essential requirement of the student's clinical experience and is used to evaluate student clinical performance. The data is also used to meet course requirements and to evaluate student clinical performance. Upon completion of the Program, students will have access to an executive summary of their log entries through Typhon for their professional portfolio.

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

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

<u>MSN Graduate Student Dress Code:</u> The College of Nursing and Health Innovation expects students to reflect professionalism and maintain high standards of appearance and grooming in the clinical setting. Students must adhere to the Dress Code Policy. www.uta.edu/nursing/file_download/234/BSNDressCode.pdf **Clinical faculty has final judgment on the appropriateness of student attire and corrective action for dress code**

infractions. Students not complying with this policy will not be allowed to participate in clinical.

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

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

1. Fails to follow standards of professional practice as detailed by the Texas Nursing Practice Act * (available at www.bon.state.tx.us)
2. Unable to accept and/or act on constructive feedback.
3. Needs continuous, specific, and detailed supervision for the expected course performance.
4. Unable to implement advanced clinical behaviors required by the course.
5. Fails to complete required clinical assignments.
6. Falsifies clinical hours.
7. Violates student confidentiality agreement.

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

Blood and Body Fluids Exposure: A Health Verification form was signed by all MSN students at start of the program documenting personal health insurance coverage. All MSN students have mandatory health insurance and will need to manage exposure to blood and fluids. Current CDC guidelines can be found at: http://www.cdc.gov/

Ebola exposure: Please inform your faculty if you have been in contact with anyone who has Ebola/have traveled to a country that has Ebola virus.

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

Graduate Student Handbook: Students are responsible for knowing and complying with all policies and information contained in the Graduate Student handbook online at: http://www.uta.edu/nursing/msn/msn-students

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

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

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

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

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

Graduate Nursing Support Staff

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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. For non-emergencies, call 817-272-3381.