FNP Clinical Practice II N5338

Section:
NURS 5338 FNP Clinical Practice II, Section 450 (Online)

Lead Instructor:

<u>**Instructor:**</u> Amanda Mendez, RN, MSN, FNP-BC

<u>**Office Number:**</u> Pickard Hall, Suite 626

<u>**Office Telephone Number:**</u> (817) 272 2776; cell (256) 652 9555

<u>**Email Address:**</u> amanda.mendez@uta.edu

<u>**Faculty Profile:**</u> https://mentis.uta.edu/explore/profile/amanda+-mendez

http://catalog.uta.edu/nursing/ If changes were made for the 2017-2018 Academic Year, those changes may not be reflected until mid to late July 2017.

Course Description:

Continued clinical preceptorship in selected primary health practice sites with opportunities to apply knowledge and concepts of advanced nursing practice while implementing the family nurse practitioner role in evidence based patient care.

Pre and co-requisites: FNP 1, 2, and 3 didactic courses & NURS 5337 FNP Clinical Practice I

Student Learning Outcomes:

At the end of the course, students will be able to assess, diagnose, and manage the health care and prevention needs of individuals and families, for wellness and acute/chronic conditions, in primary care settings.

This course is primarily clinically focused & each week contains a short primary care topic.

Pre and Co-requisite Courses:

FNP 1, 2, and 3 Didactic courses & NURS 5337 FNP Clinical Practice I

Student Email:

Students enrolled in online UTA FNP courses are expected to check their UTA email daily. Students waiting for their next course to start are expected to check their UTA email a minimum of twice weekly.

Faculty and Students – Email:
For reasons of web security, faculty, staff, and students must use their **official** UT Arlington e-mail address for all university-related business. As a security measure, and in order to protect student privacy, only emails received through the UTA email system will receive a response. Emails received from any student's personal email address will be deleted without a response.

Please email the professor to schedule an individual or small group, virtual work session during office hours or at a separate time if necessary. Include the purpose of the meeting, what you hope to learn as a result of this meeting and who will be participating in your email.

The purpose of virtual office hours is to address those unique instructional challenges or questions that require a response that cannot be answered via email, an announcement, or the question and answer forum provided within the course.

Department Location:

Pickard Hall

Instructor Office or Department Telephone Number:

(817) 272 2776

Felicia Chamberlain, (817) 272-0659, chamberl@uta.edu
Coordinator – Nursing Administration and Online Education Programs

Emergency Phone Number for Reaching Faculty:
Felicia Chamberlain, (817) 272-0659, chamberl@uta.edu
Coordinator – Nursing Administration and Online Education Programs

Preferred Methods for Reaching Instructor:
Email is preferred method of communication. Cell number for emergency is listed in Instructor information.

Maximum Timeframe for Responding to Student Communication:
Response to student emails can generally be expected within 24 hours with a 48 hour maximum time frame.
Response to student assignments may be expected within 72 hours.

Virtual Office Hours:

By Appointment

Please email the professor to schedule an individual or small group, virtual work session during office hours or at a separate time if necessary. Include the purpose of the meeting, what you hope to learn as a result of this meeting and who will be participating in your email. The purpose of virtual office hours is to address those unique instructional challenges or questions that require a response that cannot be answered via email, an announcement, or the question and answer forum provided within the course.

We would like to highlight two important progression resources for student success: The New Student Orientation and the Pathway to Graduation.

The New Student Orientation is an online orientation for Accelerated Online Students. This orientation provides valuable information related to University and Nursing programs and policy. Students will complete three modules focused on university policies & student resources, programmatic policies & information, and online student best practices to provide insights as students embark on their academic journeys.

The Pathway to Graduation is a student resource providing information on clinical progression requirements. This tool provides students with information related to specific clinical program requirements and guides the student through the clinical component of their program.

Zoom:
Zoom is a user-friendly, online, video-conferencing, screen-share tool. It operates outside of Blackboard. If invited to attend a Zoom conference, students simply need to:
- Use a computer with video and audio features
- Download Zoom to their computer the first time they receive a Zoom link (you will do this simply by clicking on the link)
- Check their video and audio features via the cues provided in Zoom

The Zoom link can also be downloaded to your smart phone. Lastly, Zoom sessions can be saved and made available to all students through a link provided by the professor.

Students do not need a Zoom account to join Zoom meetings hosted by a faculty member. Zoom tutorials can be found at the following link:
https://support.zoom.us/hc/en-us/articles/206618765-Zoom-Video-Tutorials

Academic Coach(es): *None*

Clinical Faculty: Students will be contacted by their clinical faculty prior to course start. They will include an introductory letter and contact information.

Credit Hours:

3

Clinical Hours:

180

Concurrent & non-concurrent students

Effective fall 2017, students are required to complete the 180 clinical hours for Clinical Practice 1 and 180 clinical hours for Clinical Practice 2. For students who take Clinical Practice 1 concurrently with Clinical Practice 2 (in the same semester), they should plan to complete the 180 hours (clinic and related assignments such as SOAP and checkoffs) required for Clinical Practice 1 first and then complete the 180 hours required for Clinical Practice 2. For online students, this will mean completion of the required hours in 5 weeks; campus-based students in 7 weeks. **Students may not complete any hours for Clinical Practice 2 until all hours for Clinical Practice 1 have been completed.**

Students unable to complete the 180 hours in a clinical course will receive a grade of "I" and will be required to complete the remaining hours the following semester which may impact progression and graduation timelines. Please note, students cannot enroll in practicum N5631 until Clinical Practice 1 and Clinical Practice 2 are successfully completed and graded.

Students unable to complete the 180 hours for N5338 will receive the grade of "I" at faculty discretion.

 Check your Pathway to Graduation for detailed instructions regarding what you must do concurrently with each academic course to ensure you are ready for your clinical experience!

If you do not have access to your online Pathway to Graduation please notify your advisor. You will need to check and use your Pathway to Graduation concurrently with every course throughout the MSN-FNP degree program.

Department of Graduate Programs Support Staff

Tabitha Giddings, Administrative Assistant

   Pickard Hall Office #510

   (817) 272-9440

Email address: tabitha.giddings@uta.edu

Angel Trevino-Korenek, Clinical Coordinator

Pickard Hall Office #518

(817) 272-6344

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Janette Rieta, Clinical Coordinator

Pickard Hall #518

(817) 272-1039

Email address: jrieta@uta.edu

Christina Gale, Clinical Coordinator

DNP and Nursing Education Programs

Pickard Hall Office #518

(817) 272-1039

Email address: christina.gale@uta.edu

Textbooks (Including Titles, Authors, Edition and Publisher) or Equipment - REQUIRED:
Textbooks from previous didactic courses and current Med U subscription.

Textbooks or Equipment: SUPPLEMENTAL (Not Required):
Provided within modules.

Attendance Policy:
Student attendance in this online course is required virtually as needed to successfully complete course assignments and assessments within the required timelines.

Course Expectations:

The amount of time required by students to study and complete assignments in this course will vary according to students' previous professional experiences, prior learning, and, the pace at which one works. While having completed multiple years of practice generally provides students an advantage, these same students sometimes find themselves having to "unlearn" practices that are not supported by the most recent evidence or research. Students

with fewer years of nursing experience will generally find themselves working more diligently to quickly increase their overall knowledge base – knowledge that their classmates may have developed over multiple years of working in healthcare settings.

It is recommended that students schedule a minimum of 15 hours per week to study and complete their online content in this didactic (non-clinical) course, however, some weeks may require fewer hours and other weeks may require more hours.

FNP Program Expectations:

1. GPA of 3.0: Students must maintain a GPA of 3.0. Please seek help immediately if you are at risk of dipping below this GPA. Ready to assist you are:
   - your course professor
   - UTA Student Success Coordinators
   - Your advisor
   - Your retention specialist
2. Let's Get Clinical: Successful completion of the required 720 clinical hours during your last three courses is completely dependent upon successful completion of the "Let's Get Clinical" portion of your Pathway to Graduation. Successful graduation requires both completion of your courses and timely completion of all of the requirements in "Let's Get Clinical."
3. Preceptors and Clinical Sites: Students are responsible for arranging their own preceptors and clinical sites according to guidelines provided. This process begins very early in the overall program to ensure readiness when the clinical courses begin.

If you are a student needing assistance with your clinical clearance, please contact your clinical coordinator at msnclinical@uta.edu
Upon graduation, please note that you must have completed 720 clinical hours. Your clinical hours must include a minimum of 500 family practice hours. Your clinical hours must also include a minimum of 90 hours of geriatric experience and 90 hours of pediatric experience.

Course Topics / Lesson Titles:

Module	Module Topics / Titles	Lesson Topics / Lesson Titles
1	Urgent Emergencies	A-Z Urgent Care Topics Skills
2	Concussions/Sports Injuries Sports Physical Exams	Concussion Treatment; Splinting; RICE Return To Play
3	Lung cancer in Primary Care Respiratory System Review	Diagnosis and Referral Lung sounds Chest Pain; CHF
4	Quality Improvement/Management Assignment	Quality Control CME
5	EENT Clinical Informatics	Ear, Nose & Throat Disorders Components of Clinical Informatics & how Clinical Informatics benefits the Clinician
6	Cardiovascular Review Midterm Kaltura Clinical Assignment	Valvular Heart Disease Clinical Assignment
7	Hepatitis Review	Nonalcoholic Fatty Liver Disease Hepatic Steatosis
8	HIV	Diagnosis & Treatment
9	Endocrine System	Disorders of Pituitary, Para thyroid and Adrenal Glands/Lifespan
10/11	Sodium & Potassium Imbalances	Diagnosis & Treatment

Week/Module	Essential		Student Activity
I	I.Recognizes that the master's-prepared nurse integrates scientific findings from nursing, biopsychosocial fields, genetics,	At the end of the course, students will be able to assess, diagnose, and manage the health care and prevention needs of individuals and families, for wellness and	Student start clinic practice with preceptor Student will take pre-test to test knowledge

	public health, quality improvement, and organizational sciences for the continual improvement of nursing care across diverse settings.	acute/chronic conditions, in primary care settings.	Student will introduce self on discussion board Student will review didactic content for urgent emergencies
II	II Recognizes that organizational and systems leadership are critical to the promotion of high quality and safe patient care. Leadership skills are needed that emphasize ethical and critical decision making, effective working relationships, and a systems-perspective		Student will review didactic content for concussion & sports injuries Student will continue discussion board activities Student will continue clinical practice hours with preceptor
III	III Recognizes that a master's-prepared nurse must be articulate in the methods, tools, performance measures, and standards related to quality, as well as prepared to apply quality principles within an organization		Student will review didactic content for respiratory Student will continue discussion board activities Student will continue clinical practice hours with preceptor Student will do Med-U assignment
IV	V Recognizes that the master's-prepared nurse uses patient-care technologies to deliver and enhance care and uses communication technologies to		Student will do Quality Improvement/Management Activity & earn CME Student will continue discussion board activities Student will continue clinical practice hours with preceptor

V	integrate and coordinate care.		Student will do clinical informatics assignment
	VII Recognizes that the master's-prepared nurse, as a member and leader of interprofessional teams, communicates, collaborates, and consults with other health professionals		Student will continue discussion board activities
			Student will continue clinical practice hours with preceptor & turn in SOAP Note
VI	to manage and coordinate care.		Student will review didactic content on cardiovascular system
	VIII Recognizes that the master's-prepared nurse applies and integrates broad, organizational, client-centered, and culturally		Student will do clinical kaltura assignment
			Student will continue discussion board activities
	appropriate concepts in the planning, delivery, management, and		Student will continue clinical practice hours with preceptor
VII	evaluation of evidence-based clinical prevention and population care and services to individuals, families, and aggregates/identified populations.		Student will review didactic content on hepatitis
			Student will continue discussion board activities
			Student will continue clinical practice hours with preceptor
	IX Recognizes that nursing practice, at the master's level, is broadly defined as any form of nursing		
VIII	intervention that influences healthcare outcomes for individuals, populations, or systems. Master's-		Student will review HIV content
			Student will continue discussion board activities

IX	level nursing graduates must have an advanced level of understanding of nursing and relevant sciences as well as the ability to integrate this knowledge into practice. . Nursing practice interventions include both direct and indirect care components.		Student will continue clinical practice hours with preceptor & turn in SOAP Note Student will review endocrine content Student will continue clinical practice hours with preceptor Student will continue discussion board activities Student will do Med U assignment
X			Student will Review sodium and potassium imbalances Student will continue discussion board activities Student will continue clinical practice hours with preceptor
XI			Student will do final clinical practicum & arrange with faculty member. SOAP Note will be due one hour after check-off Student will complete all paperwork & assignments Student will take Final Exam

Course Schedule and Due Dates (Central Time):

Some students may choose to work ahead of this schedule. This should be viewed as a suggested course of activity.

Course or Module Activity	Due Date
Pathway to Graduation – Orientation (Course One)	
Personal Graduation Plan	Must be submitted by the end of a student's first course in the program.
Pathway to Graduation – Let's Get Clinical (Courses Two through Eleven)	
Items as Indicated Within "Let's Get Clinical."	
Module One (All Courses)	
Attestation Statement Pre-test Exam	(08/16/2017) Wednesday 23:59 (08/25-0827) Sunday 23:59
Discussions: Greet your fellow students (non-graded DB) Urgent Emergencies	Post discussion thread to welcome your class to Clinical Practice II (08/20/2017) Sunday 23:59
Module Two	
Concussions/Sports Injuries Assignment Sports Physical Exams Pre-test Exam	(08/27/2017) Sunday 23:59 08/25/2017-08/27/2017 Sunday (23:59) Respondus lockdown browser required/webcam
Module Three	
Lung Cancer in Primary Care Respiratory System Review Med-U case #31 SOB	(09/03/2017) Sunday 23:59
Module Four	
Quality Improvement/Management Assignment	(09/10/2017) Sunday 23:59
Module Five	
Clinical Informatics Assignment EENT Review SOAP Note #1 due (You may arrange different due date with your faculty member. Concurrent	Clinical Informatics Quiz 09/15-09/17-2017 (23:59) Respondus lockdown browser required with webcam (09/17/2017) Sunday 23:59 SOAP Note due date is negotiable with your clinical faculty only if clinical has not started.

Course or Module Activity	Due Date
students may not have yet completed CP1)	
Module Six	
Cardiovascular Review	(09/24/2017) Sunday 23:59
Midterm Kaltura/Clinical Assignment	(09/24/2017) Sunday 23:59
Med-U case #26 Fatigue	(09/24/2017) Sunday 23:59
Module Seven	
Hepatitis Review	(10/01/2017) Sunday 23:59
Module Eight	
HIV SOAP Note #2 due (You may arrange different due date with your faculty member)	(10/08/2017) Sunday 23:59 (10/08/2017) Sunday 23:59 due date negotiable with your clinical instructor
Module Nine	
Endocrine Review	(10/15/2017) Sunday 23:59
Modules Ten and Eleven	
Sodium & Potassium Imbalances	(10/22/2017) Sunday 23:59
Final Practicum (week 11) Final Soap Note #3 Final Exam	Arranged with Faculty Member SOAP #3 due 1 hour after check-off (10/27/2017 12:00 a.m. – 11/29/2017 11:59 p.m.) Respondus lockdown browser required with webcam

Course Schedule and Due Dates (Central Time): Some students may choose to work ahead of this schedule. This should be viewed as a suggested course of activity. "*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. Amanda Mendez, RN, MSN, FNP-BC*"

Assignments and Assessments:

Blackboard Required:
Only assignments submitted through Blackboard will be reviewed and accepted for a grade, regardless of the reason. Assignments that are submitted through email will not be reviewed for feedback nor graded. They will be assigned a grade of zero. No exceptions will be made.

Technical Problems:
Because technology is vulnerable to experiencing difficulties you should not wait until the last minute to submit an assignment, complete a quiz, or test. If you experience technical difficulties contact Blackboard Support to help resolve the issue. They are open 24 hours a day.

Late Assignments / Assessments:

Make-up Exams:

Tests will be open for a 72 hour period. Because of the length of time the exams are open, there will be no excuses for taking the exams early or late. **Please do not ask.** **A grade of 0 will be given for any quizzes or final exam not taken by due date. Quizzes and final exam will open at 12:01 AM Friday and close 1159 PM Sunday.**

Assignments: **No late assignments will be accepted. No excuses. For everyday the assignment is late 10 points will be deducted.**

Respondus:

Tests and quizzes will be given using Respondus Lockdown Browser with webcam monitoring. You will be required to download Respondus to complete any quiz or test. Respondus can be downloaded at:

http://www.respondus.com/lockdown/download.php?id=163943837

Tripod and Webcam

You will need an external high definition (1080p) webcam with a tripod. An external webcam with a tripod is required to allow you to meet the requirements of the video monitoring for each quiz and test. An external webcam is one which is separate from your computer or laptop. A Logitech 1082p webcam is the required webcam for the FNP online program. Only a Logitech C920 or Logitech C930e will meet the program requirements.

Quiz and Test Taking Rules and Tips

Read the test taking tips prior to each quiz and test. Follow these tips to optimize your computer's functionality, enhance blackboard's function, and to minimize technical difficulties.

• Respondus Lockdown Browser with video monitoring will be used to administer each quiz and test. Please make sure to download Respondus prior to taking your first quiz.
• Update Respondus prior to completing each quiz and test.
• Update Java prior to completing each quiz and test.
• You will need an external high definition (1080p) webcam with a tripod. This will ensure that your IDs and videos are clearly seen. You will use this webcam throughout the online FNP curriculum. An external webcam is one that is separate from your computer or laptop.
• Using the tripod position, the webcam to the side of your desk so that the webcam captures a profile view of you, your computer, and desk. The webcam should provide a clear view of you, the desk and computer from the level of the desk up.
• To ensure your webcam is working properly, complete the webcam test prior to taking every quiz and test.
• If you are kicked out of a quiz or test, close your browser completely, reopen it, and log back into Respondus lockdown browser to continue taking the quiz or test.
• A photo ID is required to take the test. Show your driver's license or Mav ID when prompted by the system. Only your driver's license or Mav ID are acceptable forms of identification. A work ID

badge, passport, or other forms of ID are not acceptable and should not be used.

• Your photo ID must be held close enough to the camera to be read. The photo must be facing the camera. If the image of your ID is not legible you will be asked to provide an electronic copy of your driver's license or Mav ID to verify your identity. Your grade will not be released until your identify has been verified. Failure to verify your identity will result in a zero for the quiz or test.

• You will be asked to show your environment. When you are prompted please rotate the camera to show your desk and the room in its entirety.

• Please ensure that there are no lights shining in front of the webcam. This will obscure the images taken by the webcam.

• Your desk must be completely clear of all materials. Papers, pencils, pens, books, electronics, cell phones, tablets etc. are not allowed on or around your desk while taking a quiz or test.

• Drinks are not allowed while taking a quiz or test.

• No one else may be in the room while you are taking a quiz or test.

• Once you have started a quiz or test you are not allowed to leave your desk. You must complete and submit the quiz or test prior to leaving your desk.

• Plug in laptops and computers prior to starting the quiz or test.

• Talking is prohibited.

• The use of any electronics is strictly prohibited.

• Hats may not be worn while taking a quiz or test.

Any violation in the above rules may result in any and all of the following:

• A point deduction up to and including a grade of zero on the respective quiz or test.

• The student may be reported to The Office of Student Conduct. If The Office of Student Conduct determines the reported student has participated in academic dishonesty the consequences may include any or all of the following: a quiz or test score of zero, course failure, probation, suspension or expulsion from the university.

Students are responsible for assigned readings, web-based assignments, classroom and/or participatory assignments as given by faculty and a grade may be assigned on any of the above.

It is the student's responsibility to contact University of Texas at Arlington Computing Help Desk (817-272-2208) for computer issues that distract from the completion of assignments. It is the student's responsibility to ensure maintenance of Internet/software needed to complete all assignments.

Problems, concerns or issues students may have will be discussed in front of the Family Nurse Practitioner faculty team.

<u>Expectations of Out-of-Class Study</u>:

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

Plagiarism:

Plagiarism is prohibited. Any assignment determined to have been plagiarized will be given

a zero and the student reported for academic dishonesty. Copying your answers from your textbooks, journal articles, any website or any source is considered plagiarism. All of your work is to be in your own words, paraphrased and referenced according to APA style. Using quoted sentences is not an acceptable manner in which to complete any assignment in this course and does not reflect synthesis of the material. Consequently the use of quoted sentences will result in a point deduction up to and including a zero.

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 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 Board of Nursing (BON) using rule §215.8 as a guide.**

APA 6th Edition:
Students are expected to use APA style to document resources. Numerous resources can be found through the UTA Library at the following links:

- http://library.uta.edu/sites/default/files/apa2014.pdf

- http://libguides.uta.edu/apa

- http://library.uta.edu/how-to/paper-formatting-apa-st

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.

A = 90 to 100
B = 80-89
C = 70-79
D = 60 to 69 – cannot progress
F = below 59 – cannot progress

==IF YOU HAVE LOW COURSE SCORES AND A POSSIBLITY OF MAKING <C IN THE COURSE, TALK TO YOUR ADVISER!!!!!! IT MAY BE BETTER FOR YOU TO DROP THE COURSE RATHER THAN FAIL AND YOUR ADVISER CAN PROVIDE CRITICAL INFORMATION ABOUT THIS TO HELP YOU DECIDE ABOUT A POSSIBLE DROP.==

==Final grades can be rounded up if >.51==

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.
http://www.uta.edu/deanofstudents/student-complaints/index.php.

Required Components for Course Credit	Weight / Percentage Value Within the Course
Soap Note 1	10%
Soap Note 2	10%
Pre-Exam	0%
Quality Management	05%
Clinical Informatics	05%
Heads Up Concussion	05%
Kaltura Clinical Presentation (Mid-term)	20%
Final Clinical Practicum with SOAP 3	20%
Med U Cases (2)	05% (2.5% each)
Final Exam	20%

University Library Resources for Online Students:
Peace Williamson, *Nursing Librarian* Phone: (817) 272-7433 E-mail: peace@uta.edu

Research Information on Nursing:
http://libguides.uta.edu/nursing

Library Home Page	http://www.uta.edu/library
Subject Guides	http://libguides.uta.edu
Subject Librarians	http://www.uta.edu/library/help/subject-librarians.php
Database List	http://libguides.uta.edu/az.php
Course Reserves	http://pulse.uta.edu/vwebv/enterCourseReserve.do
Library Catalog	http://discover.uta.edu/
E-Journals	http://ns6rl9th2k.search.serialssolutions.com/
Library Tutorials	http://www.uta.edu/library/help/tutorials.php
Connecting from Off-Campus	http://libguides.uta.edu/offcampus
Ask A Librarian	http://ask.uta.edu

Resources often used by online students: http://library.uta.edu/distance-disability-services

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.

Student Evaluation of Course:

Students are asked to please complete the anonymous course evaluation upon completion of this course. We use information gathered from student feedback to guide our overall continual improvement process. Thank you!

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.

Schedule Adjustments:

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. – Amanda Mendez/Phyllis Wood

Technology Requirements

Students must have an up-to-date computer system with wired (not wireless) high-speed Internet in addition to e-mail and internet skills. The entire course will be delivered in an online format.

Safe Assign

Safe assign is an electronic system which helps to identify plagiarized assignments. All student assignments are subject to being submitted to safe assign at any time to evaluate for plagiarism. Case studies and the electronic poster presentation will automatically be submitted to safe assign and evaluated for plagiarism. Discussion board posts may randomly be submitted to safe assign or may be submitted if plagiarism is suspected. Plagiarism may also be determine 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 This is repeated here. At least one of the two needs to go under global stuff in the orientation, probably both.

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 www.uta.edu/resources. Does this apply to online? Please find out what specifically applies to them and let's get that message.

<div style="border:1px solid black; padding:1em; text-align:center; color:red; font-weight:bold;">
Last day to drop or withdraw: 9/25/2017
</div>

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 (http://wweb.uta.edu/aao/fao/).

<u>**Drop Policy:**</u>

Graduate students who wish to change a schedule by either dropping or adding a course must first consult with their Graduate Advisor. Regulations pertaining to adding or dropping courses are described below. Adds and drops may be made through late registration either on the Web at MyMav or in person through the student's academic department. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. Contact the Office of Financial Aid and Scholarships at http://wweb.uta.edu/aao/fao/ . The last day to drop a course is listed in the Academic Calendar available at http://www.uta.edu/records/services/academic-partnership. A student may not add a course after the end of late registration. A student dropping a graduate course after the Census Date but on or before the last day to drop may with the agreement of the instructor, receive a grade of W but only if passing the course with a C or better average. A grade of W will not be given if the student does not have at least a C average. In such instances, the student will receive a grade of F if he or she withdraws from the class. Students dropping a course must: (1) Contact course faculty to obtain permission to drop the course with a grade of "W". (2) Contact your graduate advisor to obtain the form and further instructions

<u>**Course Format and Design –**</u>

This course is presented completely online and is administered at an accelerated pace. The course builds upon your undergraduate education and will cover a significant amount of content over a short period of time. It is designed to facilitate and guide your learning. As such minimal written lecture content is provided. You will be required to read the text books and synthesize the information to complete all of the course assignments.

As a graduate student the expectations of this course and curriculum are different than your undergraduate education. You are expected to synthesize the information from your readings and be able to apply it to clinical scenarios in a manner which is reflective of advanced practice nursing. As a graduate student you are considered to be an independent learner and if needed identify additional resources to help you understand the concepts in the course.

Supplemental videos have been provided over select concepts for your review. These videos are not mandatory to view but you may find them helpful in understanding some of the content. For testing purposes you are responsible for the content in the text books and the written lectures which have been provided.

This format will require you to spend several hours per week to complete all of the required readings and assignments, as well as completely weekly clinical hours. The majority of the concepts presented in the course are not new but the time you spend weekly will vary depending on many variables.

Please see your FNP Pathway to Graduation for clarification of clinical hour requirements found in Part 2, #3 under Complete all modules for clinical clearance:

Preceptor Requirements:
1. Review the preceptor requirements for your Family Nurse Practitioner clinical courses below.
2. Begin looking for potential preceptors for your three clinical courses. It is your responsibility to secure preceptors.
3. Don't delay. Finding preceptors can be a challenging experience.
4. Read the tips from your peers for how to find preceptors below.
5. If you have found your preceptor(s), it's time to propose your clinical sites for approval. Read the information in Module 5: Propose Your Clinical Sites and follow the instructions for submitting your proposal forms electronically.

If you are a student needing assistance with your clinical clearance, please contact your clinical coordinator at msnclinical@uta.edu

There are three clinical courses in the Family Nurse Practitioner program:

N5337 - FNP Clinical Practice I (180 Clinical Hours)

N5338 - Clinical Practice II (180 Clinical Hours)

N5361 - Advanced Practicum (360 Clinical Hours)

Upon graduation, please note that you must have completed direct contact patient hours of 720 clinical hours. Your direct contact patient clinical hours must include a minimum of 500 family practice hours. Your clinical hours must also include a minimum of 90 hours of geriatric experience and 90 hours of pediatric experience.

Preceptors must be an MD, NP, DO, or PA and have at least one year of clinical practice experience in their area of licensure. Your clinical site should be an outpatient, primary care family practice where patients are seen across the lifespan (i.e. pediatrics through adult/geriatric). Other options for clinical sites include health departments, some urgent care centers, pediatric clinics, and nursing homes. Hospitals, inpatient settings, house calls, and emergency care centers are not approved for this program.
The ideal scenario would be to work with one preceptor in a family practice that includes patients of all ages for all three clinical courses. If this option cannot be secured, it is also acceptable to work with more than one preceptor to cover the lifespan requirement (i.e. one preceptor in a clinic that sees pediatric patients and another in a clinic that sees adult/geriatric patients).

Students may work with a maximum of two preceptors per clinical course and must see patients across the lifespan by the time the three clinical courses are completed. Below are examples of possible preceptor scenarios:

Clinical Practice I – Preceptor Information

Clinical Practice II – Preceptor Information

Advanced Practicum – Preceptor Information

Scenario #1 – Same preceptor throughout all clinical experiences
Dr. John Doe, MD at Family Medicine Clinic (sees patients across the lifespan)
Dr. John Doe, MD at Family Medicine Clinic (sees patients across the lifespan)
Dr. John Doe, MD at Family Medicine Clinic
(sees patients across the lifespan)
Scenario #2 – Two preceptors to meet lifespan requirement throughout all clinical

experiences

Suzie James, PNP at Pediatric Clinic (pediatric patients) &

Dr. Robert Johnson, DO at Adult Primary Care (sees adults/geriatric)

Suzie James, PNP at Pediatric Clinic (pediatric patients) &

Dr. Robert Johnson, DO at Adult Primary Care (sees adults/geriatric)

Suzie James, PNP at Pediatric Clinic (pediatric patients) &

Dr. Robert Johnson, DO at Adult Primary Care (sees adults/geriatric)

Scenario #3 – One preceptor per course with varied patient populations to meet lifespan requirements

Jane Smith, PA at Pediatric Clinic (pediatric patients)

Bill Davis, MD at Health Department (adult patients)

Richard Jones, FNP at Nursing Home (sees geriatric patients)

Please Note:

Minimum 90 Hours Direct Patient Care per Population Subgroup:

Criterion IIIE of the 2012 Criterion for the Evaluation of Nurse Practitioner Programs, a Report of the National Task Force on Quality Nurse Practitioner Education, states "Clinical hours must be distributed in a way that represents the population needs served by the graduate." UTA, therefore requires FNP students to document a minimum of 90 hours of supervised, direct patient care with each of the below patient populations:

•Pediatric patients (birth – age 17)

•Adult patients (age 18-64, and

•Geriatric patients (age 65+)

To meet the requirements for graduation, as part of your 720 patient direct contact hours, you will need to show 90 hours in each of the following age groups: Pedi, Adult, and Geriatric. Faculty will evaluate your progress toward your goal in each of the clinical courses.

Minimum 90 Hours Direct Patient Care per Population Subgroup:

Criterion IIIE of the 2012 Criterion for the Evaluation of Nurse Practitioner Programs, a Report of the National Task Force on Quality Nurse Practitioner Education, states "Clinical hours must be distributed in a way that represents the population needs served by the graduate." **UTA, therefore requires FNP students to document a minimum of 90 hours of supervised, direct patient care with each of the below patient populations:**

• **Pediatric patients (birth – age 17)**

• **Adult patients (age 18-64, and**

- **Geriatric patients (age 65+)**

If it is determined at any time during your program you become concerned that it may not be possible to meet this requirement with your approved clinical sites and/or preceptors, you are responsible for identifying and submitting an alternate or additional clinical site. We recommend students identify alternate clinical site and preceptors in advance in the event anticipated sites or preceptors become unable to meet this expectation.

Students unable to complete the 180 hours for N5338 will receive the grade of "I" at faculty discretion.

How to Find a Preceptor (Tips From Your Peers)

To Do:

1. Review the preceptor requirements for your Family Nurse Practitioner clinical courses above.
2. Continue looking for potential preceptors for your three clinical courses. It is your responsibility to secure preceptors.
3. Don't delay. Finding preceptors can be a challenging experience.
4. Read the tips from your peers for how to find preceptors.
5. When you find your preceptor(s), it's time to propose your clinical sites for approval. Read the information in Module 5: Propose Your Clinical Sites and follow the instructions for submitting your proposal forms electronically.

You have spoken, and we have listened.

In response to the challenging experience that some students have had finding preceptors, we have surveyed your peers who have been through this experience and have successfully secured preceptors for their courses. We asked, "What suggestions or strategies do you have for your fellow classmates on how to find and/or contact a preceptor?" Below are their unedited responses.

Be patient.

Call as many practices/visit in person as early as possible. As many as possible.

Cold call and send an email to the practice manager. Email them specifically about what you are looking for and include a copy of your resume.

Stop by the office in professional attire or lab coat and bring your resume.

Find someone who has previously precepted students and ask way in advance. Many places already have students asking for preceptors six months in advance and the

preceptors already have promised to work with other students.

Start a year in advance securing preceptors and make sure they are not going out of town during the time they agree to precept you.

Google a list of local offices, plan a route to stop at several offices per day. Print several preceptor packets, print several copies of your resume, dress professionally, and show up in person.

Try and meet your preceptor directly in person.

If you've been in the nursing field, network 24/7. Go out in the community and say hello to NPs you see. Introduce yourself, go to the local NP organization meetings. Sell yourself.

Have family members talk to their family physician and ask for help.

Join a local nurse practitioner chapter and attend events. Network and circulate copies of your curriculum vitae to attendees. Once you get an agreement at a site, you can network with providers at that clinic for other potential preceptor options.

Keep making phone calls.

Network and use your connections.

Show up personally to speak with preceptors or office managers. Call to follow up after visiting.

Start calling early. Try to go to the site.

Start early and ask for suggestions from NPs who are accepting of having a preceptor.

Start early and don't give up.

Start looking for preceptors early and don't wait until the last minute.

Start very early and be persistent.

Start way early and be patient.

Start with your personal doctor then ask friends who have been in the program.

If you are a student needing assistance with your clinical clearance, please contact your clinical coordinator at msnclinical@uta.edu

In Addition:
- The Pathway to Graduation now has a survey link under the "Policies" section called "Changing or Adding Preceptors" that allows students to submit a request if they are already in a clinical course to add or change their preceptor or site of record:

- Once a student has begun clinical hours during their clinical course, the preceptors of record must remain the same. Approvals for changing preceptors once a student is in the clinical course must be approved by the program leadership, not just the faculty of the course.

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- **If you are a student currently completing clinical hours in your course and need a change of preceptor, please fill out the survey below to request approval for the change. Once approval is received via email, you may submit the proposal and additional documentation required to become cleared for clinical.**
- **Click Here to Complete Request: Students Already In Clinical: Request to Change or Add Preceptor**
- Students must work with the preceptors of record in the clinical sites of record as noted in the Check Your Progress area of the Pathway. If you do not see your preceptor or site listed in this area for your clinical course, you are not approved to work with that preceptor or site.