**The University of Texas at Arlington**

**College of Nursing and Health Innovation**

**N5354 Adult Gerontology Acute Practice I**

**Spring 2018**

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**Section Information:** N5354 Sections 005, 006, and 007

**Time and Place of Class Meetings:**

1/18/2018 9am to 2pm TBD

3/8/2018 9am to 1pm Smart Lab

**Description of Course Content:** Clinical experience in specialty practice and high acuity health care settings with focus on managing adolescents, adults, and elders with common secondary and tertiary health care needs.

**Student Learning Outcomes:**

The Adult-Gerontology Acute Care NP student will:

1. Assess, diagnose, and manage the health care needs of adolescents, adults, and elders.

2. Provide culturally, spiritually, ethnicity, age, gender and sexual orientation sensitive care

3. Incorporate diagnostic test data/results into therapeutic interventions.

4. Evaluate and revise management plans based on additional assessment and diagnostic test data.

5. Demonstrate ethical decision-making in advanced nursing practice.

6. Implement the role of the Adult Gerontology Acute Care Nurse Practitioner in collaboration with other health care professionals in selected acute and specialty practice health care delivery systems.

**Required Textbooks and Other Course Materials**

\*\*The same textbooks required in 5463 will serve as resources for this course and your respective clinical settings.

**Suture Kit – Can be obtained from the UTA Bookstore or similar suture kit from Amazon.**

American Association of Critical Care Nurses. (2012). *Scope and standards of practice for the acute care nurse practitioner* (2nd ed.) Aliso Viejo, CA

Loukas, M., Tubbs, R. S., & Feldman, J. (2017). *Netter’s introduction to clinical procedures.* Philadelphia, PA: Elsevier. (Student Consult Version)

McKean, S. C., Ross, J. J., Dressler, D. D., & Scheurer, D. B. (2017). *Principles and practice of*

*hospital medicine*. New York: McGraw Hill.

Pagana, K. D., Pagana, T. J., & Pagana N. P. (2015). *Mosby’s diagnostic and laboratory test reference*. St. Louis: Elsevier Mosby.

Oropello, J. M., Kvetan, V., & Pastores, S. M. (2017). Critical Care. New York: McGraw Hill Education.

Papadakis, M. A. & McPhee, S. J. (2017). *Current medical diagnosis & treatment*. New York:

McGraw Hill.

Sabatine, M. S. (2016). *Pocket medicine*. Philadelphia: Wolters Kluwer Health / Lippincott

Williams & Wilkins.

Williams, B., Chang, A., Ahalt, C., Chen, H., Conant, R., Landefeld, C. S., Ritchie, C., & Yukawa, M. (2014). *Current diagnosis and treatment: Geriatrics*. New York: McGraw Hill.

**Descriptions of major assignments and examinations with due dates:**

1. Clinical Journal I 10% Due at 90 hours
2. Clinical Journal II 10% Due at 180 hours
3. UTSW IPE Simulation Activity 10% Either attend 2/3 or 2/10
4. Suture/Joint Lab 7.5% On 3/8
5. Basic Radiology Quiz 12.5% Complete 3/1 – 3/2
6. Final Exam 15% Complete 5/9 – 5/10
7. Midterm Clinical Practicum Credit Completed at/around 90 hours
8. Final Clinical Practicum 35% Completed at/around 170 hours
9. InPlace Clinical Logs Credit See clinical requirements
10. Preceptor Evaluation Credit Due by 5/4
11. Student Evaluation of Preceptor Credit Due by 5/4

\*\*12 hours can be applied as clinical hours to account for class time and the UTSW Simulation Activity.

**UTSW Simulation IPE Activity**

This is a required event and the simulation will occur on Saturday, February 3rd and Saturday, February 10th. Each of you should have received an email with detailed instructions regarding attendance of one session. Please review the contents within the organization folder on Blackboard. Following this event, you are required to complete a survey and a reflection paper. The reflection paper is due on February 16th by 1159pm (CST). Failure to complete ALL activities associated with the simulation activity will result in a grade of zero. There will be no make-up assignments.

**Exams**

There is only one exam in the course. The exam will contain approximately 35 multiple choice questions. Time allotted to complete the exam is 1.5 hours. Test questions are developed from the required readings, lectures, videos, and labs. Test questions may include pictures on content covered throughout the course.

You are expected to do your own work. The use of reference materials or outside help of any kind is prohibited and doing so will result in an automatic zero on the exam and the student will be referred to the Office of Student Conduct.

The final exam will open Tuesday, May 8th at 8:00am (CST) through Wednesday, May 9th at 8:00am (CST). The test must be taken during the allotted time; otherwise, a zero will be assigned. A make-up exam will only be allowed for extenuating circumstances as evaluated by the lead faculty of the course and will require the submission of supporting documentation. Make up exams may consist of multiple choice questions, short answer or fill in the blank questions. Any missed exams may be assigned a zero.

Discussing the test is strictly prohibited. Any person caught discussing any test content will be given a zero and referred to the Office of Student Conduct. In accordance with the graduate nursing program’s policy individual exam review will not be allowed. General feedback will be given to the entire class.

All exams will be video monitored and require the use of Respondus Lockdown Browser and a webcam.

Test taking requirements will be available in Blackboard. Please review these prior to takin the test.

**Clinical Journal**

The clinical journal is a way for the student to evaluate and reflect on their progress with clinical reasoning. Two journal entries are required. An entry will be made when the student has completed 90 clinical hours and must be submitted in blackboard for grading by faculty before 98 clinical hours are completed. The second journal entry is due at 170 clinical hours and must be submitted before or the day of 180 completed clinical hours. A late journal entry submission may result in the student being removed from clinical until the journal entry is submitted and a 15-point deduction.

**Attendance Policy:** Class will meet two times on campus and attendance is required. Class attendance will be taken each day. Any procedure labs missed will prevent the student from participating or performing the procedure in the clinical setting and result in a zero for that lab. There are no designated make-up labs. In addition to the on-campus class meetings, all students are expected to attend the mandatory on-line meeting. Failure to attend the on-line meeting will delay the start of your clinical rotation.

**Other Requirements:** Students must have an up-to-date computer system preferably with wired (not wireless) high speed internet in addition to e-mail and internet skills. The course will be delivered in a hybrid format and lectures will be available on-line as well as delivered in the classroom setting. Respondus Lockdown Browser with webcam monitoring will be used to administer all test and/or quizzes. Please download Respondus at: <http://www.respondus.com/lockdown/download.php?id=163943837>

**Clinical Practice Hours (Requirements)**

Clinical placements are an integral part of every student’s academic preparation. There are many variables which must be taken into consideration when finding a clinical site. Students are responsible for locating an appropriate preceptor in an appropriate clinical setting. As such, the AGACNP faculty will work in collaboration with each AGACNP student to ensure that their chosen preceptors and clinical sites are appropriate.

* Affiliation agreements are required by the University for all clinical agencies. Students may not be in clinical without having the appropriate affiliation agreement.
* Appropriate preceptors may include physicians, AGACNP, ACNP, and physician assistants with a masters’ degree who work in an area consistent with the role of the AG ACNP. Students are required to do a minimum of one clinical rotation with a nurse practitioner. In some instances, a Clinical Nurse Specialist with prescriptive authority, a Family Nurse Practitioner or an Adult Gerontology Nurse Practitioner may serve as a preceptor, but this must be reviewed on a case by case basis.
* Clinical practice hours may be completed in an inpatient or outpatient practice setting. Inpatient settings may include any intensive care setting, the emergency department, or a medical or surgical floor. One may choose to work with a hospitalist service, an intensivist service or any subspecialist who works in the hospital. Often subspecialists maintain an office based practice. In this instance, a student may work with a subspecialist in their office. Subspecialty practices may include but not limited to: cardiology, pulmonology, infectious disease, neurology, neurosurgery, general surgery, gastroenterology, oncology, hematology, cardiothoracic surgery, nephrology, and hepatology.
* N5354 and N5355 each require 180 hours of clinical practice hours. It is recommended that students spend 180 hours with the same preceptor. This will minimize the number of preceptors that each student will have to arrange. Following this recommendation will require one preceptor for N5354 and another preceptor for N5355. It is possible that some preceptors may not be available to precept for a total of 180 hours. In this instance, one should complete 90 hours with the preceptor and locate another preceptor for the remaining 90 hours.
* Students who take N5354 concurrently with N5355 (in the same semester) MUST complete the clinical hours required for N5354 first and then complete the 180 hours required for N5355.
* Students are required to provide a copy of the completed preceptor agreement to the clinical faculty and to clinical clearance. The agreement must be signed prior to the first day of clinical.
* All clinical paperwork must be uploaded to InPlace and/or Blackboard.
* Students will use InPlace to maintain a log of patients seen in the clinical setting. InPlace requires that all clinical data be entered within 7 days of the clinical day. Clinical data must be entered in InPlace no later than 7 days after the clinical day, otherwise InPlae will not allow the data to be entered. In the event 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 InPlace will be considered academic dishonesty.
* Clinical hours are tracked on the clinical tally sheet and in InPlace. At the completion of your clinical rotation, the clinical tally sheet should be signed by your preceptor, reviewed and signed by your faculty and submitted in Blackboard.
* 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. Preceptors may have additional or alternative schedule requirements.
* 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 (except as described below) however it is recommended that one clinical rotation be at a different facility.
* Clinical practice hours are **not** allowed to occur in the unit where the student currently works.
* 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. Documentation will be cosigned by the preceptor.
* 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. **The student MAY NOT remove nor send any actual patient documentation OR chart data from the clinical practice site.**
* **Invasive Procedures**: All invasive procedures performed by the student require direct supervision by the preceptor. 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 clinical practice 2 (N5355). 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 before 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.

**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.

Course Grading Scale

A = 90 to 100

B = 80-89

C = 70-79

D = 60 to 69 – cannot progress

F = below 59 – 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. For graduate courses, see <http://catalog.uta.edu/academicregulations/grades/#graduatetext>. For student complaints, see <http://www.uta.edu/deanofstudents/student-complaints/index.php>.

**Late Assignments/Tests:** Late assignments will not be accepted for a grade or reviewed for feedback (regardless of the reason) and will be assigned a zero. Quizzes and tests must be started, completed, and submitted prior to the submission due date and time. Any quiz or test submitted after the due date and time will not be accepted.

**Make-up Exams:** Accommodations may be considered for extenuating circumstances, with appropriate documentation and will be evaluated by the faculty. Please contact your faculty for approval.

**Test Reviews:** An appointment must be made with the course lead teacher to have a test review. General feedback will be given to the class as a whole within Blackboard.

**Expectations of Out-of-Class Study:** Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend an additional 9-12 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 Academic Advisor @ [MSNAdvising@uta.edu](mailto:MSNAdvising@uta.edu).

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=20176>

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.

**Census Day:  January 31, 2018**

**Last day to drop or withdraw – March 30, 2018 by 4:00 p.m.**

**Last day of classes – May 4, 2018**

**Final Exams – May 5-11, 2018**

**Disability Accommodations:** UTArlington 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).Only those students who have officially documented a need for an accommodation will have their request honored. 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](http://www.uta.edu/disability) or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability).

**Counseling and Psychological Services, (CAPS)** [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Non-Discrimination Policy:** *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*](http://www.uta.edu/hr/eos/index.php)*.*

**Title IX Policy:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated.*For information regarding Title IX, visit* [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or [jmhood@uta.edu](file:///C:\Users\olivier\AppData\Local\Temp\jmhood@uta.edu).

**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. Additional information is available at <https://www.uta.edu/conduct/>.

"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](http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/index.php), [major-based learning centers](http://www.uta.edu/universitycollege/resources/college-based-clinics-labs.php), developmental education, [advising and mentoring](http://www.uta.edu/universitycollege/resources/advising.php), personal counseling, and [federally funded programs](http://www.uta.edu/universitycollege/current/academic-support/mcnair/index.php). 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](mailto:resources@uta.edu), or view the information at <http://www.uta.edu/universitycollege/resources/index.php>.

**The IDEAS Center (**2nd Floor of Central Library) offers **FREE** tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in, or check the schedule of available peer tutors at [www.uta.edu/IDEAS](http://www.uta.edu/IDEAS) , or call (817) 272-6593.

**The English Writing Center (411LIBR)**:The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at <https://uta.mywconline.com>. Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see [www.uta.edu/owl](http://www.uta.edu/owl) for detailed information on all our programs and services.

The Library’s 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library’s hours of operation. <http://library.uta.edu/academic-plaza>

**Campus Carry:** Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

**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](mailto: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](mailto: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](mailto:helpdesk@uta.edu).

**Student Feedback Survey:** At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are directed to complete an online 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 via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:** For semester-long courses**,** 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:**

|  |  |  |
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| Peace Williamson  817-272-6208  [peace@uta.edu](mailto:peace@uta.edu) | Lydia Pyburn  817-272-7593  [llpyburn@uta.edu](mailto:llpyburn@uta.edu) | Heather Scalf  817-272-7436  [scalf@uta.edu](mailto:scalf@uta.edu) |

Contact all nursing librarians:

[library-nursing@listserv.uta.edu](mailto:library-nursing@listserv.uta.edu)

**Helpful Direct Links to the UTA Libraries’ Resources**

|  |  |
| --- | --- |
| **Research Information on Nursing** | [**http://libguides.uta.edu/nursing**](http://libguides.uta.edu/nursing) |
| **Library Home Page** | <http://library.uta.edu/> |
| **Subject Guides** | <http://libguides.uta.edu> |
| **Ask us** | <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** | [library.uta.edu/how-to](http://library.uta.edu/how-to) |
| **Connecting from Off- Campus** | <http://libguides.uta.edu/offcampus> |
| **Academic Plaza Consultation Services** | [library.uta.edu/academic-plaza](http://library.uta.edu/academic-plaza) |
| **Study Room Reservations** | [openroom.uta.edu/](http://openroom.uta.edu/) |

For help with APA formatting, you can go to:

1. <http://libguides.uta.edu>
2. Scroll down and click on “Nursing”
3. Click on “APA Guide” for advice on various aspects of paper writing.  This is a short-cut for the APA Manual.  When in doubt, refer to the Manual.

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> .

**Course Schedule**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Topic** | **Faculty** | **Miscellaneous** |
| 1/16/2018 | Syllabus/Course Orientation  Spirometry Module | Carter-Griffin  Carter-Griffin | **On-campus Mtg on 1/18.** |
| 1/22/2018 | Oral Presentation Module  Documentation Module  Start clinical hours. | Carter-Griffin  Gonzalez  Clinical Faculty |  |
| 1/29/2018 | Continue clinical hours. | Clinical Faculty |  |
| 2/5/2018 | Coding Module  Continue clinical hours. | Parker  Clinical Faculty |  |
| 2/12/2018 | Continue clinical hours. | Clinical Faculty |  |
| 2/19/2018 | Basic Radiology  Continue clinical hours. | Carter-Griffin  Clinical Faculty |  |
| 2/26/2018 | Suture/Joint Module  Continue clinical hours. | Birka  Clinical Faculty | **Basic Radiology Quiz on 3/1.** |
| 3/5/2018 | Continue clinical hours. | Clinical Faculty | **On-campus Mtg for Suture/Joint Lab on 3/8.** |
| 3/12/2018 | Spring Break! |  |  |
| 3/19/2018 | Medical Risk Assessment Module  Continue clinical hours. | Carter-Griffin  Clinical Faculty |  |
| 3/26/2018 | Continue clinical hours. | Clinical Faculty |  |
| 4/2/2018 | Ethics Module  Continue clinical hours. | Carter-Griffin  Clinical Faculty |  |
| 4/9/2018 | Continue clinical hours. | Clinical Faculty |  |
| 4/16/2018 | End of Life/Adv. Care Planning Module  Continue clinical hours. | Carter-Griffin  Clinical Faculty |  |
| 4/23/2018 | Continue clinical hours. | Clinical Faculty |  |
| 4/30/2018 | All course requirements completed. | Clinical Faculty |  |
| 5/9/2018 | Comprehensive Final Exam | Carter-Griffin | **Exam opens 5/9 at 0800 (CST) and closes 5/10 at 0800 (CST)** |

*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. ~Monee’ Carter-Griffin*

**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.

**Castle Branch**: All students must have current immunizations and other compliance documents on file with the university to legally perform clinical hours each semester. These requirements are submitted to Castle Branch. Your clinical clearance in Castle Branch must be current and remain in compliance throughout the duration of your clinical experiences. Failure to maintain compliance will result in removal from your clinical site until compliance is achieved. If you are not able to complete clinical hours due to noncompliance in Castle Branch, this may result in a course failure.

**Clinical Approval and Electronic Logs**: To be cleared for clinical, this means you have submitted the online proposal for your preceptor(s) and clinical site(s), received approval for your preceptor(s) and clinical site(s) from your clinical coordinator, submitted the online affiliation agreement information request for all clinical site(s) you will be attending, this affiliation agreement has been fully executed by the clinical facility and UTA Legal Department, and submitted a signed and complete preceptor agreement(s) for each preceptor you will work with to the appropriate drop box in the clinical management system.

**You must work with your preceptor(s) of record in the clinical site(s) of record.** This means that you must work with the preceptor and clinical sites that have been approved by your clinical coordinator. Note: If your clinical site or preceptor has not been fully approved and does not appear in the official records of the clinical management system, **you are not approved from a legal standpoint to be in the facility or with the preceptor.**

**Once you begin your clinical course, you may not make changes to your preceptors of record** except in circumstances where your preceptor leaves their position or it is determined that the preceptor or clinical site is not allowing you to meet the objectives of the course.

Students are required to enter all patient encounters into the clinical management system.

**You only have 7 days to enter your case logs and time logs from the day of your clinical experience.** **Failure to log cases/hours within 7 days will results in a loss of those hours. No exceptions.** Your electronic logs are both a student learning opportunity and an evaluation method for your 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).  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 for their professional portfolio.

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

**MSN Graduate Student Dress Code:** 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](http://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/conhi/students/policy/index.php>

**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/conhi/students/msn-resources/index.php>

**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/conhi/students/scholarships/index.php> 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.***

**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.

**Graduate Nursing Support Staff**

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| **E. Monee’ Carter-Griffin, DNP, RN, ACNP-BC**  Associate Chair for Advanced Practice Nursing  Assistant Professor, Clinical  Pickard Hall Office #510  Email address: [monee@uta.edu](mailto:monee@uta.edu) | **Margarita Trevino, PhD, RN, CHN**  Associate Chair, DNP, PhD, Graduate Educator and Administration Programs  Pickard Hall Office #512A  817-272-6347  Email address: [trevinom@uta.edu](mailto:trevinom@uta.edu) |
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| **Tameshia Morgan,** Clinical Coordinator  Letter set – A-G  Pickard Hall Office #518  817-272-1039  Email address:  [tameshia.morgan@uta.edu](mailto:tameshia.morgan@uta.edu) | **Angel Trevino-Korenek,** Clinical Coordinator  Letter set – K-Q  Email address: [angel.korenek@uta.edu](mailto:angel.korenek@uta.edu) |
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| **Graduate Advisors**  [msnadvising@uta.edu](http://www.uta.edu/conhi/students/advising/nursing-grad.php) |