******

# The University of Texas at Arlington College of Nursing and Health Innovation

# FNP Clinical Practice II N5338

**Instructor:** Phyllis Wood, DNP, APRN, FNP-BC

**Office Number:** Pickard Hall, Suite 626

**Office Telephone Number:** (817) 272 2776; cell (817) 658-4373

**Email Address:** plwood@uta.edu

**Faculty Profile:** <https://mentis.uta.edu/public/#profile/profile/edit/id/14029/category/1>

# Section:

[2182-NURS-5338-461-FAMILY-CLINICAL-PRACTICE-2--2018-Spring](https://elearn.uta.edu/webapps/blackboard/execute/launcher?type=Course&id=_418245_1&url=)

**Course Description:** Continued clinical preceptorship with opportunities for increased clinical knowledge in selected primary health practice sites with opportunities to apply knowledge and concepts of advanced nursing practice implementing the family nurse practitioner role in evidenced based patient care. <http://catalog.uta.edu/nursing/>

**Prerequisites:** NURS 5333, NURS 5335, NURS 5336, NURS 5337 or concurrent enrollment; Good academic standing (GPA 3.0) or Certificate Program standing.

**Student Learning Outcomes:**

1. Assess, diagnose, and manage the health care and prevention needs of individuals and families in wellness or acute/chronic conditions in primary care settings.
2. Incorporate technology in care planning to improve outcomes and promote safety in primary care settings.
3. Apply evidenced-based practice guidelines to the planning of comprehensive health care for individuals and families across the lifespan.
4. Plan health promotion, health protection, and disease prevention approaches in the care of individuals and families across the lifespan.
5. Plan health education, coaching, shared decision-making, and counseling strategies in the care of individuals and families across the lifespan.
6. Plan care that is sensitive to individuals and families across the lifespan in the domains of culture, spirituality, age, gender, and sexual orientation.
7. Identify collaborative roles of other health professionals in the care of individuals and families across the lifespan

**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 at the beginning of the course. They will include an introductory letter and contact information. Credit **Hours:**

3

**Clinical Hours:**

180

* **Concurrent students:** Students taking N5337 and N5338 (in the same semester) should plan to complete the 180 clinical hours & clinical assignments required for N5337 first and then complete the 180 hours & clinical assignments (SOAP Notes) required for N5338 after the first 180 hours. Students unable to complete the 180hrs will receive a grade of “I” and will be required to complete the remaining hours the following semester. Note, students cannot enroll in practicum until N5337 and N5338 and successful completed and graded.
* N5338: The only assignments you may postpone until you have completed N5337 are the SOAP Notes & must clear with your faculty member.

**Clinical Hours: 180 Hours & 180 patients (minimum)**

 **CP1- 180 hours & 180 patients (minimum)**

 **CP2- 180 hours & 180 patients (minimum)**

 **Final Practicum: 360 hours & 360 patients (minimum)**

**• Students are expected to see a minimum of 1 patient per hour: 180 patients**

**• An 80 or above must be achieved on the final checkoff in order to pass the**

 **course.**

**• Typhon entries must be completed within 7 days. Failure to do so will result in**

 **loss of hours. NO EXCEPTIONS**

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

**Non-concurrent students:** Any student unable to complete clinical hours prior to the end of the semester need to notify their Clinical Faculty. Students unable to complete will receive an "I" and will complete remaining hours the following semester. Students unable to complete hours will be unable to enroll in final practicum

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 compete 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.**

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

Email address:  angel.korenek@uta.edu

**Janette Rieta,** Clinical Coordinator

Pickard Hall #518

(817) 272-1039

Email address:  jrieta@uta.edu

**Tameshia Morgan**

 Pickard Hall #518

 (817) 272-6344

 Tameshia.morgan@uta.edu

# Textbooks (Including Titles, Authors, Edition and Publisher) or Equipment - REQUIRED:

* **Textbooks from previous didactic courses**
* **Current Med U subscription**
* **Fitzgerald, M. A. (2017).  Nurse practitioner: certification examination and practice preparation (5th ed.) Philadelphia: PA. F. A. Davis Company. No IBSN**
* **Textbooks:  SUPPLEMENTAL (Not required): Provided within modules.**
* **Equipment for practicum: Stethoscope, otoscope, ophthalmoscope; reflex hammer and the ability to have your patient in a supine or prone position if needed. If female patient, sports bra required.**
<http://www.bkstr.com/texasatarlingtonstore/shop/textbooks-and-course-materials>

## 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.

**Other Requirements:**

* **Safe Assign will be applied to assignments to detect plagiarism.**
* **Respondus lockdown browser will be applied to Exams.**
* **If we use Collaborate for classroom discussions: Click on the meeting time which has been prearranged & is located in the left hand column of blackboard course information.**
* **We will use Zoom for our virtual practicum check-off. You will click on the Zoom link sent to you by your faculty via UTA email for virtual meetings. You must have a built in microphone & camera to participate.**

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 9 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
1. 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.”
2. 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 Review****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** | **Fitzgerald Part 1****This is an activity to assist you with your studies & NOT a Fitzgerald Review Course** | **Blackboard Power Point & Activities** |
|  **11** | **Fitzgerald Part II****This is an activity to assist you with your studies & NOT a Fitzgerald Review Course** | **Blackboard Power Point & Activities** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Week/Module**IIIIIIIVVVIVIIVIIIIXXXI | I Recognizes that the master’s-prepared nurse integrates scientific findings from nursing, biopsychosocial fields, genetics, public health, quality improvement, and organizational sciences for the continual improvement of nursing care across diverse settings.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.III Recognizes that the master’s-prepared nurse, as a member and leader of inter professional teams, communicates, collaborates, and consults with other health professionals to manage and coordinate care.IV Recognizes that the master’s-prepared nurse applies and integrates broad, organizational, client-centered, and culturally appropriate concepts in the planning, delivery, management, and evaluation of evidence-based clinical prevention and population care and services to individuals, families, and aggregates/identified populations.V Recognizes that nursing practice, at the master’s level, is broadly defined as any form of nursing intervention that influences healthcare outcomes for individuals, populations, or systems. Master’s-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. | **Learning Outcome**1. Assess, diagnose, and manage the health care and prevention needs of individuals and families in wellness or acute/chronic conditions in primary care settings.
2. Incorporate technology in care planning to improve outcomes and promote safety in primary care settings.
3. Apply evidenced-based practice guidelines to the planning of comprehensive health care for individuals and families across the lifespan
4. Plan health promotion, health protection, and disease prevention approaches in the care of individuals and families across the lifespan.
5. Plan health education, coaching, shared decision-making, and counseling strategies in the care of individuals and families across the lifespan.
6. Plan care that is sensitive to individuals and families across the lifespan in the domains of culture, spirituality, age, gender, and sexual orientation.
7. Identify collaborative roles of other health professionals in the care of individuals and families across the lifespan
 | **Student Activity**Student start clinic practice with preceptorStudent will introduce self on discussion boardStudent will review didactic content for urgent emergenciesStudent will take pre-test to test knowledgeStudent will review didactic content for concussion & sports injuriesStudent will continue discussion board activitiesStudent will continue clinical practice hours with preceptorStudent will review didactic content for respiratoryStudent will continue discussion board activitiesStudent will continue clinical practice hours with preceptorStudent will do Med-U assignmentStudent will do Quality Improvement/ManagementActivity & earn CMEStudent will continue discussion board activitiesStudent will continue clinical practice hours with preceptorStudent will review didactic content for EENTStudent will do clinical informatics assignment Student will continue discussion board activitiesStudent will continue clinical practice hours with preceptor & turn in SOAP NoteStudent will review didactic content on cardiovascular systemStudent will continue clinical practice hours with preceptorStudent will do clinical Kaltura assignmentStudent will continue discussion board activitiesStudent will continue clinical practice hours with preceptorStudent will do Med-U assignmentStudent will review didactic content on hepatitisStudent will continue discussion board activitiesStudent will continue clinical practice hours with preceptorStudent will review HIV contentStudent will continue discussion board activitiesStudent will continue clinical practice hours with preceptor & turn in SOAP NoteStudent will review endocrine contentStudent will continue clinical practice hours with preceptorStudent will continue discussion board activitiesFitzgerald Power Point & ActivitiesStudent will continue discussion board activitiesStudent will continue clinical practice hours with preceptorFitzgerald Power Point & ActivitiesStudent will do final clinical practicum & arrange with faculty member. SOAP Note will be due one hour after check-off Student will complete all paperwork & assignmentsStudent will take Final Exam |

# Course Outcomes and Performance Measurement:

| Course Objective(s) | Module Number  | Assessment Item |
| --- | --- | --- |
| **Upon completion of the assigned readings and lectures, the nurse practitioner student will:****Refine examination and diagnostic reasoning skills in a precepted environment.** | **Clinical Preceptorship** | **Preceptor Evaluations and student self-****evaluations****Kaltura Mid-term Clinical Assignment****Final Practicum** |
| **Effectively treat, diagnose and treat commonly seen urgent care chief complaints.****­­­­­­­­­­­­­­** | 1 | **Final Exam****Preceptor Evaluation** |
| **Effectively Outline the management & treat common sports injuries including concussions. Demonstrate the Glasgow Coma Scale. Demonstrate a Concussion Evaluation. Demonstrate a Sports Injury Evaluation.** | **2** | **Earned Certification****Final Exam** |
| **­­Diagnosis and know Respiratory conditions & referral process for lung cancer in primary care**  | **3** | **Final Exam** |
| **Quality Improvement/Management** | **4** | **Final Exam****Earned CME** |
| **Effectively treat patients with Ear, Nose & Throat disorders: otitis media, otitis externa, strep throat, sinusitis & allergic rhinitis****Clinical Informatics** | **5** | **Final Exam****Preceptor Evaluations****Quiz** |
| **Review chest pain, congestive heart failure & valvular heart disease****Mid-term Kaltura Clinical Assigment** | **6** | **Final Exam****Med-U****Mid-term graded assignment** |
| **Hepatitis review & know the referral process** | **7** | **Final Exam** |
| **Know the diagnosis & treatment of HIV** | **8** | **Final Exam** |
| **Know how to diagnose and treat Disorders of Pituitary, Para thyroid and Adrenal** **Glands/Lifespan** | **9** | **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 | (02/28/18) Wednesday 23:59 |
| Discussions: Greet your fellow students (non-graded DB)Urgent Emergencies | Post discussion thread to welcome your class to Clinical Practice II(03/04/18) Sunday 23:59 |
| **Module Two** |  |
| Concussions/Sports Injuries AssignmentSports Physical ExamsPre-test Exam | (03/11/18) Sunday 23:59(03/09-03/11/18) Sunday 23:59 |
| **Module Three** |  |
| Lung Cancer in Primary CareRespiratory System ReviewMed-U case #26 | (03/18/2018) Sunday 23:59 |
| **Module Four** |  |
| Quality Improvement/Management Assignment  | (03/25/2018) Sunday 23:59 |
| **Module Five** |  |
| EENTClinical Informatics AssignmentSOAP Note #1 due | (04/01/2018) Sunday 23:59(03/30-04/01/2018) Sunday 23:59(04/01/2018) Sunday 23:59SOAP Note due date is negotiable with your clinical faculty only if clinical has not started. |
| **Module Six** |  |
| Cardiovascular ReviewMidterm Kaltura/Clinical Assignment Med-U case #31 | (04/08/2018) Sunday 23:59(04/08/2018) Sunday 23:59(04/08/2018) Sunday 23:59 |
| **Module Seven** |  |
| Hepatitis Review | (04/15/2018) Sunday 23:59 |
| **Module Eight** |  |
| HIVSOAP Note #2 due | (04/22/2018) Sunday 23:59(04/22/2018) Sunday 23:59 due date negotiable with your clinical faculty |
| **Module Nine** |  |
| Endocrine Review | (04/29/2018) Sunday 23:59 |
| **Modules Ten and Eleven** |  |
| Fitzgerald Power Point & Activities. This is NOT a Fitzgerald Review Course  | (05/06/2018) & (05/11/2018) 23:59 |
| Final Practicum (week 11)Final Soap Note #3Final Exam | Arranged with Faculty MemberSOAP #3 due 1 hour after check-off(05/11/2018 12:00 a.m. – 05/13/2018 11:59 p.m.) |

**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. Phyllis Wood, DNP, RN, 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.

**Expectations of Out-of-Class Study:**

Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional \_\_\_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* *Soap Note 2* | 10%10% |
| Pre-ExamQuality ManagementClinical InformaticsHeads Up Concussion | 0%5%5%5% |
| Kaltura Clinical Presentation (Mid-term) | 20% |
| Final Clinical Practicum with SOAP 3 | 20% |
| Med U Cases (2)  |  5% (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**](http://libguides.uta.edu/nursing%20)

**UTA College of Nursing and Health Innovation - Additional Information:**

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

**Clinical Clearance**: All students must have current immunizations to legally perform clinical hours each semester.  If your clinical clearance is not current, you will be unable to do clinical hours that are required for this course and this would result in course failure.

Please visit the “clinical coordinator” organization on Black Board (Bb) for all your clinical clearance questions or contact your clinical coordinators for clinical clearance questions.

Janyth Mauricio janyth.mauricio@uta.edu (students A-L)

Angel Korenek angel.korenek@uta.edu (students M-Z)

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.

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

1. You must submit an online survey to “propose your site and preceptor”. You can find the survey in Step 4 in Bb’s “clinical coordinator” organization. Your preceptor and clinical site must be approved by your clinical coordinator **PRIOR** to completing any clinical hours.
2. After your site and preceptor are approved, submit a **preceptor packet** (*preceptor agreement and preceptor bio)* to your clinical coordinator **TWO WEEKS** before you begin your clinical hours. The *preceptor packet* can be found in Step 5 of Bb. The *preceptor agreement* **must be signed and dated** by the student and the preceptor. The *preceptor bio* is not necessary if the preceptor is already in Typhon.
3. The signed/completed agreement is part of the clinical clearance process.  **Failure to submit tWO WEEKS BEFORE YOUR CLINICAL START DAY will result in inability to do your clinical hours and denied access to the Typhon system.**

**Clinical Electronic Logs**:

During your first clinical semester you will receive a link to Typhon along with your unique login username and password. **You will receive Typhon access after the online survey has been submitted, your preceptor and site are approved, and you have submitted a preceptor packet to your clinical coordinator.**

Students are required to enter all patient encounters into the Typhon Group Healthcare Solutions (“Typhon”) electronic log system (some will be using InPlace & not typhon)  **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.** Typhon/InPlace is 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).

 Students can access their Typhon/InPlace account by entering their own unique username and password which will be accessible their first clinical semester.

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

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

Students unable to complete the 180 hrs will receive a grade of “I” at faculty discretion. Graduation could be delayed a semester.

**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/msn-resources/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.***

| Library Home Page | <http://www.uta.edu/library> |
| --- | --- |
| Subject Guides | [http://libguides.uta.edu](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](http://ask.uta.edu/)  |

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

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).** 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.

**Counseling and Psychological Services, (CAPS):**

[www.uta.edu/caps/](http://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](http://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*](http://www.uta.edu/hr/eos/index.php)*. For information regarding Title IX, visit* [www.uta.edu/titleIX](http://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. – Lynda Jarrell/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](http://www.uta.edu/resources). Does this apply to online? Please find out what specifically applies to them and let’s get that message.

**Census Day: 3/06/2018**

**Last day to drop or withdraw: 4/06/2018**

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/>).

**Drop Policy:**

Graduate students who wish to change a schedule by either dropping or adding a course must first consult with their Graduate Advisor. Regulations pertaining to adding or dropping courses are described below. Adds and drops may be made through late registration either on the Web at MyMav or in person through the student’s academic department. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. Contact the Office of Financial Aid and Scholarships at http://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 **Course Format and Design - Rewrite this to be generic and include in your policy section of the orientation.**

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)

**UTA College of Nursing and Health Innovation - Additional Information:**

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

**Clinical Clearance**: All students must have current immunizations to legally perform clinical hours each semester.  If your clinical clearance is not current, you will be unable to do clinical hours that are required for this course and this would result in course failure.

Please visit the “clinical coordinator” organization on Black Board (Bb) for all your clinical clearance questions or contact your clinical coordinators for clinical clearance questions.

Janyth Mauricio janyth.mauricio@uta.edu (students A-L)

Angel Korenek angel.korenek@uta.edu (students M-Z)

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.

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

1. You must submit an online survey to “propose your site and preceptor”. You can find the survey in Step 4 in Bb’s “clinical coordinator” organization. Your preceptor and clinical site must be approved by your clinical coordinator **PRIOR** to completing any clinical hours.
2. After your site and preceptor are approved, submit a **preceptor packet** (*preceptor agreement and preceptor bio)* to your clinical coordinator **TWO WEEKS** before you begin your clinical hours. The *preceptor packet* can be found in Step 5 of Bb. The *preceptor agreement* **must be signed and dated** by the student and the preceptor. The *preceptor bio* is not necessary if the preceptor is already in Typhon.
3. The signed/completed agreement is part of the clinical clearance process.  **Failure to submit tWO WEEKS BEFORE YOUR CLINICAL START DAY will result in inability to do your clinical hours and denied access to the Typhon system.**

**Clinical Electronic Logs**:

During your first clinical semester you will receive a link to Typhon (some will use InPlace) along with your unique login username and password. **You will receive Typhon/InPlace access after the online survey has been submitted, your preceptor and site are approved, and you have submitted a preceptor packet to your clinical coordinator.**

Students are required to enter all patient encounters into the Typhon Group Healthcare Solutions (“Typhon”)/InPlace for some, electronic log 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.** Typhon/InPlace is 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).

 Students can access their Typhon/InPlace account by entering their own unique username and password which will be accessible their first clinical semester.

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

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

Students unable to complete the 180 hrs will receive a grade of “I” at faculty discretion. Graduation could be delayed a semester.

**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/msn-resources/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.***

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)

**As part of your 720 direct patient care hours, a 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.
* If you are a student currently completing clinical hours in your course and need a change of preceptor, please fill out the survey 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.
* 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.

**Graduate Nursing Support Staff**

|  |  |
| --- | --- |
| John Gonzalez, DNP, RN, ACNP-BC, ANP-C Chair, Graduate Nursing Programs Assistant Professor, Clinical Pickard Hall Office #512 Email address: johngonz@uta.edu | 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  |
| **Rose Olivier**, Administrative Assistant IPickard Hall Office # 513(817) 272-9517Email address: olivier@uta.edu  | **Lauri John, PhD, RN, CNS**Associate Chair, Graduate Educator and Administration ProgramsPickard Hall Office #519817-272-0172 |
| **Angel Trevino-Korenek, Clinical Coordinator Letter set – H-Q Email address: angel.korenek@uta.edu** | **Angel Trevino-Korenek,** Clinical CoordinatorPickard Hall Office # 518 (M-Z)(817) 272-6344Email address: angel.korenek@uta.edu |
| **Tabitha Giddings, Administrative Assistant NEDU and DNP Programs 817-272-9440** **Tabitha.giddings@uta.edu** | **Felicia ChamberlainManager of Graduate Nursing Programs**College of Nursing and Health InnovationBox 19407, Arlington, Texas 76019P:817-272-0659,  F:817-272-2950chamberl@uta.edu<http://www.uta.edu/nursing/> |

|  |
| --- |
| **Graduate Advisors:****Graduate Advisors – see the link below**<http://www.uta.edu/conhi/students/advising/nursing-grad.php> |