

**NURS 3561 AO: Nursing of Adults
SUMMER 2018**

Lead Teacher:

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Clinical Instructors & Academic Coaches

Clinical Instructor will provide contact information. Academic Coaches will post contact information in Blackboard.

Placement in Curriculum

Junior 2 (JR 2)- second semester.

Prerequisites

NURS 3632 & NURS 3320

Office Hours: **Faculty office hours will vary.** Office hours vary due to format of course delivery. Please contact me via Blackboard email to schedule an appointment or to confirm my presence on campus. Email contact to set up appointments is best.

Section information: NURS 3561 Care of the Adult, 600 & 601

Time and Place of class meetings: Credit hours and clock hours: (3-6), 5 credit hours lecture (theory) 45 hours, clinical 90 hours. Didactic: online.

Clinical: Days and location will vary per clinical group

Description of Course Content:

Application of the nursing process with emphasis on critical thinking, therapeutic nursing interventions, and effective communication for persons experiencing medical-surgical problems. Theory and clinical application in diverse settings. Prerequisite: NURS 3632 and NURS 3320.

Student Learning Outcomes:

- Apply the existing body of scientific knowledge and apply evidence based findings in practice decisions using the nursing process, while utilizing awareness of one's role in preventing errors and promoting quality improvement.
- Coordinate and collaborate with the interdisciplinary team in assessing, planning, implementing, and evaluating the patient's care.
- Demonstrate knowledge of the impact of actual or potential illness on the patient's developmental, physical, social, emotional, age, spiritual, economic, vocational and leisure status.

- Develop assessment and management strategies based on a consideration of the physical, functional, cultural, social, economic, developmental, and spiritual dimensions of human responses to actual and potential health problems.
- Establish an effective professional relationship with the patient and significant others to facilitate the development of the care plan.
- Participate with patients, families and other health care providers in collaborative decision-making that reflects the understanding that care should be culturally sensitive, ethical, legal, informed, compassionate and humane, and within the boundaries of available economic resources.
- Use the nursing process to develop and implement the plan of care: collect appropriate assessment data for each patient, determine appropriate nursing diagnoses, identify expected patient outcomes, determine the plan of care, implement interventions, and evaluate patient outcomes.
- Utilize available information systems to timely assess, plan and deliver patient care in an efficient manner.
- Educate patients and family members about measures that promote, maintain, and restore health or promote comfort for patients with both acute and chronic health problems.
- Mobilize resources to provide an environment that supports health promotion, restoration, and maintenance.
- Serve as an advocate for patients and family members.

Clinical Outcomes:

- Conduct initial and ongoing patient assessment(s).
- Diagnose patients' nursing care needs based on assessment findings.
- Develop a theoretically based and individualized plan of care.
- Implement and evaluate the effectiveness of initial interventions and make modifications, as the patient situation requires.
- Demonstrate safe nursing care.
- Communicate verbally and / or in writing the delivery of nursing care & patient's response(s).
- Organize time and materials effectively in completing pt. care & attending clinical experiences and conferences.
- Assume responsibility for own learning, communicating need for assistance when necessary.
- Communicate appropriately with staff, instructor, peers, patients, family, and other health care providers.
- Demonstrate professional behavior.

Required Textbooks/ Media Enhanced and Other Course Materials:

1. CoursePoint+ for Brunner & Suddarth's Medical-Surgical Nursing (14th ed). Wolters Kluwer. **Hinkle, Textbook of Medical Surgical Nursing, 14th ed.**

CoursePoint+

ISBN: 9781496379139

Package Description- Lippincott CoursePoint+ for Brunner & Suddarth's Textbook of Medical-Surgical Nursing 14th edition (includes integrated access to the Digital Textbook, PrepU, vSim, Stedman's Online Dictionary, and Lippincott Advisor Clinical Database)

*Purchase at UTA Bookstore: <http://www.bkstr.com/texasatarlingtonstore/home/en>
or Lippincott Direct: <https://lippincottdirect.lww.com>*

Optional: (if you want a hardcopy text) Brunner & Suddarth Textbook of Medical-Surgical Nursing. 14th Edition Wolters & Klower: ISBN 9781496347992 or 2 volume set ISBN 9781496355157

Note: You will be completing PREP U AND V-sim assignments weekly online as part of the course grade; therefore, purchasing access to PREP U (which is included in Coursepoint +) is mandatory. We will be using v-sim and Docucare this semester as well.

2. Silvestri, Linda. (2014). *Saunders comprehensive review for the NCLEX-RN examination*. (6th ed). Saunders. ISBN 9781455727551
3. Nurse Kit for NURS 3561, obtained through the UTA Bookstore. The kit is called UTA NSG 3561 DYN.
4. Docucare will be utilized in clinical and needs to be purchased.
5. ATI products – from previous semester.
6. Safe medicate product from previous semester

Books from previous courses: Please utilize textbooks from Nursing Foundations, Pathophysiology, Pharmacology, and Anatomy & Physiology.

Descriptions of major assignments and examinations with due dates:

Course Schedule with dates and assignments is available in Blackboard.

There are three exams, ATI proctored assessment, cumulative final exam. All other assignments are listed in the course calendar.

This course involves multiple requirements as well as opportunities for success. Major dates are listed on the Course Calendar /Schedule. Due dates/times are per individual Clinical Instructor for Clinical Assignments.

1. Prep U- (3%) Tracked & Graded by Academic Coach

Students are expected to complete the PrepU assignments. They will prepare you for the exams, case studies, and clinical. Weekly assignments, based on the assigned reading, will be posted in the online PrepU application and in weekly folders in Blackboard. The required **mastery level of '5'** must be obtained by the due date to achieve 100% on the assignment.

If a question collection assignment is utilized: The student will receive the percent grade.

PrepU Assignments are due on Friday at 1159.

Instructions for 'PREP U' online registration:

If you don't already have access to Lippincott CoursePoint+ for Hinkle & Cheever: Brunner & Suddarth's Textbook of Medical-Surgical Nursing, 14th Edition, redeem your **ACCESS CODE** and complete registration at <http://thePoint.lww.com/activate>.

From the **“My Content”** page, click on Lippincott CoursePoint for Hinkle & Cheever: Brunner & Suddarth's Textbook of Medical-Surgical Nursing, 14th Edition.

On the welcome screen or from **“My Classes”**, select **“Join a Class”**, enter your

CLASS CODE: 16D596BB

And click **“Enroll”**.

If you experience any problems, check the code again and re-enter it. If it does not work, contact Lippincott Online Product Support at 1-800-468-1128 or techsupp@lww.com for assistance.

Not sure what an ACCESS CODE is? Learn more at <http://thePoint.lww.com/Help/BookAccess>

3. V-sim, video case studies and Case studies - (3%) Tracked & Graded by Academic Coach

During the course as part of your grade you will be assigned a Vsim or case study.

V-sim:

To receive full credit on the Vsim, the student must complete pretest with a grade of 90%, simulation with a grade of 90%, and achieve an 100 % on the post test. If the student meets this criterion the grade will be 100%. If the student does not meet the criteria the grade is 0%.

Case study:

If a case study is assigned, please refer to the rubric.

V-sim and case study assignments are due Saturday at 1159.

4. Medication Administration Competency Assessment: (P/F) TRACKED AND GRADED BY LEAD TEACHER

A proctored medication administration competency assessment is administered to students in each clinical course in which students administer medication. The medication administration competency assessment is designed to assess competency in calculating drug dosages for safe medication administration. Minimum passing score on the competency assessment is 90%.

- The medication administration competency assessment must be passed with a grade of 90% or higher in order to administer medications in the clinical setting. Students who do not receive at least 90% on the first attempt will have **two** additional opportunities to make at least 90%. A 90% or higher must be achieved on the second or third attempt or a clinical failure will result. Students who are unsuccessful will be allowed to withdraw from the course if eligible according to drop policies.
- The grade received for the first assessment (exam) will be the recorded grade which will be calculated into the final course grade. The grade does not change when a 90% or higher is achieved or not achieved.

- For patient safety, you must demonstrate dosage calculation competency, including the ability to interpret medication orders and medication labels, as well as select appropriate delivery devices to administer medications.
- Dosage calculation problems may be included on exams starting with Exams.

5. Designated Proctored Course Examinations: (exam 1 (18%), exam 2 (20%), exam 3 (20%), Final exam (22%) - These exams are calculated in the 70% weighted average on proctored exams. (Exam 1, 2, 3 and final) TRACKED AND GRADED BY LEAD TEACHER

Exams: There are four exams in this course. Exams 1(18%), 2(20%), 3 (20%), and a comprehensive final (22%). All exams consist of multiple-choice items; however, exams may include multiple choice, select-all-that-apply, fill in the blank, hot spots (to identify an area on a picture or graphic), drag and drop ranking, and/or chart exhibit. Math calculations are included in Exams 1, 2, 3 and final.

Guidelines for Exam Taking:

- Students must present their UTA student ID to take an exam.
- No talking between students is allowed during testing.
- ALL CELL PHONES AND PAGERS MUST BE TURNED OFF AND PLACED AT THE FRONT OF THE ROOM DURING ALL EXAMS. NO CELL PHONES OR PAGERS, BOOKS, PAGES OF BOOKS, PAPERS, NOTES, OR NOTECARDS OF ANY TYPE MAY BE ON YOUR PERSON OR USED IN ANY MANNER DURING AN EXAM OR QUIZ.
- No food or drink containers will be allowed during testing.
- Purses, backpacks and all class materials are to be placed at the front of the room during the test period.
- Students are expected to KEEP THEIR EYES ON THEIR OWN COMPUTER and not look about the room during exams. The exam proctor will move you to a different seat if this requirement is not followed.
- Please follow all facility related requirements.
- Anyone accessing outside sources during the exam will receive an automatic zero for that exam
- All scratch paper and exam password instruction sheets/question & concern forms must be turned into the proctor at the completion of your exam
- After all exams students are allowed 15 minutes only to view their rationales.
- If Scantrons Are Used for Exams:
 - Students are responsible for using a pencil for ALL quizzes. Scantrons written in pen will NOT be graded. The student will receive a zero for that exam. Remember to bring sharpened pencils to all classes and exams.
 - Scantrons mutilated with holes, etc. will not be hand graded.
 - Students must fill in complete scantron, test, and have name, last 4 digits of social security number, and ALL answers bubbled on the scantron when time is called. Students may not bubble in answers or information after time is called. All pencils are to be placed on the table when time is called. Anyone observed with a pencil in hand after time is called risks receiving a zero for that quiz or test.
- Non-compliance with these guidelines will result in disciplinary action and may result in course failure.

Protocol for test review:

- The academic coaches and lead instructor will be available to counsel students having trouble in the course. It is the student's responsibility to contact the coach through email.

The Student Success Center (SSC) is a dedicated resource that provides support and guidance for nursing students seeking to:

- Create a plan for success
- Connect to campus resources
- Communicate academic needs
- Cope with stress related to nursing school

Students must schedule an appointment with an SSC faculty for the following reasons:

- 75% or below on a course exam
- Making less than the required score on a standardized end-of-course exam
- Faculty referral

Tardiness for Exams:

1. Exam Tardy Policy:

- Proctored Exams: If a student arrives late to a proctored exam, they are only allowed the remaining time to complete the exam. For example, for a 60-minute exam, if a student arrives and has only 13 minutes left, that is all the time they will be given to complete their exam.
- Respondus Lockdown Browser Exams (if applicable):
 - If a student submits an online exam after the due date and time, they will receive a 20 point penalty on their grade the first time it occurs.
 - Blackboard will not auto-submit an exam at the due date and time of the exam. The student is responsible for submitting their exam by the assigned due date and time.
 - If the student submits an online exam after the due date and time for a second time in the course, they will receive a zero for that exam.

2. Students will only be allowed one 20 point penalty per course, whether it is the result of an unexcused absence or a late submission through Respondus monitor.

Test Taking Guidelines and Information:

- Testing Environment: Although faculty strives to provide a quiet learning/testing environment there may be noises and distractions in any testing environment that are beyond the control of the exam proctors. If a student feels that the testing environment is unduly noisy or distracting for any reason, it is the responsibility of the student to report this to the exam proctor as soon as possible during the exam so corrective action may be taken.

N3561 Missed Examination Course Policy:

All students are expected to take N3561 Nursing of Adults exams at the scheduled time. If a

student is unable to complete the exam at the scheduled time, prior notice must be given to the academic coach and lead teacher on or before the test date and time for the test to be made up. Exams may be rescheduled only for a legitimate reason such as personal illness or a death in the family. Exams will not be rescheduled for convenience of vacation travel or work schedules. The student must furnish verification of the reason for missing the examination and email this to the academic coach (physician note or release form, obituary of loved one, airline ticket voucher, etc.). Failure to take a scheduled examination at the assigned time without prior coordination with the lead teacher may result in a zero (F) for this specific test grade. If you miss an exam due to illness or an emergency, you will need a note from your health care provider stating as such, before you can take the make-up exam. Any exam taken before or after the scheduled exam time (for any reason) may be a fill in the blank, matching, essay, and short answer format. The make-up exam must be taken within 7 days.

Additional Exam Information – Post Exam

- Students will have the opportunity to provide feedback regarding exam items. Any written concerns must be emailed to the Lead Teacher within 3 days of the exam for consideration or submitted to the Exam Proctor on the day of the Exam. Feedback and concerns are documented on the Request for Item Review form from the Proctor.
- A request for Item Review – A request to consider alternative answers should be backed by textbook references.
- **After 3 days following an exam or even at the end of semester/term, the request for consideration or changes due to concerns about exam item(s) is not applicable.**
- The Academic Coach and Student Success Coordinator will be available to counsel students who are having trouble in the course.
- The Lead teacher and co-lead teacher will be available to assist students who are having trouble in the course. It is the responsibility of the student to contact the lead teacher to discuss progress or lack of progress in the course.
- Any student who makes less than 75% on an exam must contact the Student Success Coordinator.
- Posting of exam grades may be delayed if all students have not tested.
- A review of the exams is not available as a study aide. However, a student may contact the Lead teacher, co-lead teacher and /or student success coordinator to schedule appointment to review areas of difficulty, even when grade is passing grade and student needs additional test-taking assistance.

Follow-up feedback regarding exam results or questions regarding exam items from the lead teacher may be in the form of email, Webinar, or Post-Exam notes.

5. Comprehensive Assessment and Preparation Program (CAPP)-tracked and graded by Lead instructor

CAPP consists of modular studies, tutorials, assessments and remediation tools. All students will complete assigned activities and assessments as part of their course grade. Students may receive an Incomplete in the course until all assigned activities are complete.

This is a comprehensive program that requires preparation prior to taking the assessment at the end of the course. There will be four components in N3561: ATI learning modules RN 2.0, Targeted Practice Assessments, Practice test and a proctored ATI assessment.

The assignments will be scheduled during weeks 1-13 of the course. In week 10, the practice assessment will need to be completed. The proctored ATI assessment will be administered in Week 13. Please refer to course calendar for specifics.

The student must complete the following 4 requirements:

ATI Learning Modules RN 2.0 and ATI targeted medical-surgical practice modules (4%) -the student must complete the modules assigned by due date ON COURSE CALENDAR. The student will receive a grade of 100% if all assigned modules are completed by the due date. If a student does not complete the modules by the due date, the student will receive **NO credit**. The modules assigned for N3561 are:

Learning System: RN 2.0

MS: Cardio & hematology

MS: Dermatological

MS: Endocrine

MS: GI

MS: Immune & Infections

MS: Musculoskeletal

MS: Oncology

MS: Renal & Urinary

MS: Respiratory

RN Targeted Medical –Surgical Practice Assessments:

Cardiovascular

Endocrine

Fluid, electrolytes and acid base

GI

Immune

Neuro & musculoskeletal

Perioperative

Renal & Urinary

Respiration

The due dates for ATI learning modules and targeted practice assessments will be posted in course calendar.

6. Course Content Mastery Assessment (CAPP) (10%): tracked and graded by Lead Teacher

All students enrolled in this course will participate in the Course Content Mastery Assessment, which is a component of the program's Comprehensive Assessment and Preparation Program. The Course Content Mastery Assessment is worth 10% of the total course grade and consists of practice assessments, proctored assessments, focused reviews, and active learning exercises. Students will not receive partial credit for late or incomplete assignments. Any activity submitted after the due date will result in a score of zero for the entire phase. After each proctored assessment, students are categorized into one of four proficiency levels:

LEVEL <1: Scores in the <1 category do not meet minimum expectations for performance in this content area.

LEVEL 1: Scores meeting the Proficiency Level 1 standard can be considered to meet the absolute minimum expectations for performance in this content area.

LEVEL 2: Scores meeting the Proficiency Level 2 standard can be considered to exceed minimum expectations for performance in this content area.

LEVEL 3: Scores meeting the Proficiency Level 3 standard can be considered to exceed most expectations for performance in this content area.

Phase 1 of the Course Content Mastery Assessment is **worth 4%** of the course grade. All students complete a Practice Assessment and submit three critical points for 5 Major Content Areas based on Topics to Review (for a total of 15 critical points). **Students who do not complete Phase 1 by the due date will not be eligible to take the Proctored Assessment in Phase 2.**

Phase 2 of the Course Content Mastery Assessment is **worth 6%** of the course grade. All students complete the Proctored Assessment. Students scoring <1 will receive an Incomplete for the course. A learning contract from course faculty will include a due date for completion of the Focused Review and Active Learning Templates during the Incomplete period. Students who complete Focused Review and Active Learning Templates by the assigned deadline in the Incomplete period will receive full credit for Phase 2 and progress in the program. Students scoring <1 who do not satisfactorily complete Focused Review and Active Learning Templates by the assigned deadline will not receive a passing grade in the course regardless of course grade and will not progress to their next clinical course. The complete Comprehensive Assessment and Preparation Procedure can be found here:

http://www.uta.edu/conhi/doc/unurs/capp_procedure.pdf

Procedure for Missed ATI Assessment:

If a student is unable to take the ATI Assessment on the scheduled day, it will be rescheduled within the next day and taken no later than one week.

Attendance Policy:

At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, **Attendance in clinical is mandatory.** However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients "begin attendance in a course." UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student, a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

Tardy Policy:

Tardy to clinical is unacceptable unless there is a reasonable excuse. The first tardy will result in a verbal warning. The second tardy will result in a performance improvement plan. The third tardy will place the student at risk of failing clinical.

Grading Policy:

Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels; see "Student Support Services," below.

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

70% weighted average on proctored exams. (Exam 1, 2, 3 and final)

70% weighted average on major written assignments.

90% on medication administration competency test

90% on practicum skills check offs (if applicable).

In undergraduate nursing courses, all grade calculations will be carried out to two decimal places and there will be no rounding of final grades. Letter grades for exams, written assignments and end-of-course grades, etc. shall be:

A	90.00	100.00
B	80.00	89.99
C	70.00	79.99
D	60.00	69.99

The existing rule of C or better to progress remains in effect; therefore, to successfully complete a nursing course, students shall have a course grade of 70.00 or greater.

In calculating the course grade for N3561, the weighted average on proctored exams (**does not** include medication competency administration test or proctored ATI assessment) will be checked first. If the student achieved a 70.00% with no rounding on weighted average on exams, the quizzes will count toward the final course grade. If the student did not achieve a 70.00% with no rounding on weighted average on exams, the course grade calculation stops and the grade stands as a D or F as determined by the numerical value from the weighted average on exams.

The following grades will be recorded. Percentage indicates the contribution of each grade to the overall course grade. Students must also pass clinical to pass the course. The course grade will be based upon the following percentages:

Course Requirements	Grading Weights
Exam 1– Designated Proctored	18%
Exam 2– Designated Proctored	20%
Exam 3– Designated Proctored	20%
Final Exam– Designated Proctored	22%
Medication administration competency test	P/F

PREP U	3%
v-sim, ATI video case studies &/or case studies	3%
ATI learning modules RN 2.0 and targeted medical surgical practice modules practice	4%
ATI (CAP) practice test and proctored test	10%

Grades WILL NOT be posted on Blackboard immediately. An average of 24-48 hours after the exam is taken the grades will be posted.

ONLY PROCTORED EXAMS ONE, TWO, THREE, AND FINAL ARE CONSIDERED PROCTORED EXAMS. AND ARE INCLUDED IN THE 70% WEIGHTED AVERAGE.

If a student has questions concerning a posted grade in the gradebook, student must contact the following individual within 1 week of the grade posting-

- **Academic Coach for items graded and tracked by Academic Coach.**
- **Clinical Instructor for clinical assignments.**
- **Lead Teacher for exam grades, ATI (CAPP) and safemedicate® grades.**

There is no extra credit for this course

70% Rule for CONHI:

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

70% weighted average on proctored exams.

70% weighted average on major written assignments (if applicable).

In this course, N3561 exam 1,2,3 and final exam count toward the required minimum course grade of 70.00% of proctored exams. These items are not included in this calculation- ***All prepU, v-sim, math assessment, ATI modules and CAPP assessments.*** In determining the final course grade, the weighted average on Exams 1,2,3, and final exam as outlined above will be checked first. If a student achieves a 70.00% with no rounding of the average on these course components, the additional graded items will count toward the final course grade. If the student does not achieve a 70.00% with no rounding of the average on the components listed, the grade stands as a D or F as determined by the numerical value from the weighted average on the Exams 1,2,3, and final exam listed above.

Exam Policy:

1. Excused Absences: legal obligation, military obligations, pre-approved university-sponsored events, emergency situations, religious holy days, death of family member, or illness

- Requirements: To be considered for a re-scheduled exam, the student must notify faculty prior to exam start date and time; documentation of incident is required and must be provided within 48 hours following exam due date and time. Documentation for illness requires proof of a visit to a healthcare provider. There are no exceptions to this rule.
 - There will be no point deductions for an excused exam absence.
2. Unexcused Absences: oversleeping, exam date oversight, computer / technical issues, or other reasons not listed under excused absences
- Requirements: To be considered for a re-scheduled exam, the student must notify faculty with their request within 48 hours of the exam due date and time. The exam must be scheduled within 7 days of the original exam due date and time.
 - The make-up exam may include an alternative test format and will have a point penalty of 20 points.
 - A student may only have one unexcused absence per course. Subsequent unexcused absences will result in a '0' on the exam.
 - In addition, students will not be allowed to take exam in another section without penalty due to an unexcused absence.
3. Exam Tardy Policy:
- Proctored Exams: If a student arrives late to a proctored exam, they are only allowed the remaining time to complete the exam. For example, for a 60-minute exam, if a student arrives and has only 13 minutes left, that is all the time they will be given to complete their exam.
 - Respondus Lockdown Browser Exams (if applicable):
 - If a student submits an online exam after the due date and time, they will receive a 20 point penalty on their grade the first time it occurs.
 - Blackboard will not auto-submit an exam at the due date and time of the exam. The student is responsible for submitting their exam by the assigned due date and time.
 - If the student submits an online exam after the due date and time for a second time in the course, they will receive a zero for that exam.
4. Students will only be allowed one 20 point penalty per course, whether it is the result of an unexcused absence or a late submission through Respondus monitor.

Policy on Submitting Late Assignments:

Late assignments will be accepted only if the student notifies the academic coach prior to due date. The assignment must be submitted within two days of original due date to receive full credit. Assignments received after that will not be accepted.

Requirements for this course: Read assigned text, case studies, and computer assisted instructional materials, and review other materials as necessary to support comprehension and understanding of course content.

Participate in the clinical and course discussions, including case studies and simulations. Be responsible for any information presented in lectures, including lecture notes, announcements, etc.

At minimum, review Blackboard and UTA emails every day. Students are to ensure they have access to a computer with a reliable internet connection (either a personal computer, LRC/library computer, or other outside source.)

Course Communication

- Emails are the primary method of communicating with Academic Coaches, Lead teacher and co-lead teacher.
- Students are required to use UTA myMAV email address- Blackboard email.
- **Students are responsible for checking the course site and blackboard. MyMAV email daily. Any information posted is considered delivered after 24 hours from posting the posting – includes checking course announcements.**
- Online communication protocol:
 - ✓ Tone of the posting should be professional.
 - ✓ No personal messages or announcements on class discussion boards.
 - ✓ No political or inappropriate statements are permitted.
 - ✓ Be respectful. No critical statements regarding students or faculty will be allowed.

Teaching Methods:

Lecture
Discussion
Case Studies in class and on line
Group work/testing
Lab Simulations
Role Play
Clinical Experiences
Demonstration and Return

STUDENTS AND FACULTY RESPONSIBILITIES RELATED TO N3561 NURSING OF ADULTS:

Students are urged to be actively involved in their own process of learning. The **teacher functions as a facilitator** who coaches, mediates, prompts, and helps students develop and assess their understanding, and thereby their learning. Guided by the teacher, students construct their knowledge actively rather than just mechanically ingesting knowledge from the teacher or the textbook. (*Constructivism as a paradigm for teaching and learning* (2004.) retrieved May 21, 2013 from <http://www.thirteen.org/edonline/concept2class/constructivism/>)

Faculty members are responsible for:

- Providing an environment conducive to learning.

- Facilitating students' learning.
- Supporting creative endeavors.

COURSE COMMUNICATION:

- Email are the primary method of communicating with your academic coach or the lead teacher. Please use the e-mail and discussion areas provided as often as needed. The lead instructor will utilize the announcement board for information which affects the entire class. Please check them every 24 hours.
- Students are responsible for checking the course site and email daily. Any information posted is considered delivered to you after 24 hours from the posting.
- All course forms and schedules will be found on the course website
- Online communication protocol:
 - Tone of the posting should be professional
 - No personal message or announcements on class discussion boards. No political or inappropriate statements are permitted
 - Be respectful. No critical statements regarding students or faculty will be allowed

CLINICAL:

Clinical is defined as all experiences contributing to clinical hours including, but not limited to campus labs, hospital labs and ancillary experiences. **Attendance at all** clinical activities is required. The student must be in clinical to be evaluated on the clinical criteria. The opportunity to apply theory is limited and should be used to the maximum. **The scheduling of personal appointments or travel** (except for emergencies) **during clinical will not be acceptable.**

The student is expected to:

1. Contact their clinical instructor, per individual clinical instructor guidelines, if they will be absent.
2. **If a student is absent, the clinical time must be made up. Clinical instructors will work with the lead teacher to determine the method of making up missed clinical.** Absence from clinical may result in failure to meet clinical outcomes and jeopardizes passing the course. **If you miss clinical due to illness, your clinical instructor may require a note from your health care provider documenting your illness.**
3. ***When administering medications to a patient, the clinical instructor or assigned staff nurse must be present in the room. NO EXCEPTIONS. Failure to adhere to this N3561 requirement may result in clinical failure.***

ADDITIONAL INFORMATION: All students enrolled in clinical courses must show proof of current immunization and CPR certification as described in the UTA Undergraduate Catalog and the College of Nursing and Health Innovation Student Handbook. A checklist of compliance data is maintained in the Nursing Advising Office file. Non-compliance with these College of Nursing requirements will prevent you from participating in clinical components of your course work. Absences from clinical because of non-compliance cannot be made up.

Clinical Attendance When University is Closed

Some programs in the College of Nursing, such as the Academic Partnership Program, may require students to attend clinical on evenings, nights, week-ends, or holidays. Students are expected to attend their assigned clinical rotation as scheduled, even when the University is otherwise closed.

Hazardous Exposure To Blood, Blood Products Or Body Fluids:

Note: The Centers for Disease Control and Prevention recommend that individuals who have been exposed to needle sticks or to potentially infectious blood, blood products, or body fluids should be evaluated and, when appropriate, have treatment initiated within two hours.

Upon sustaining a contaminated needle stick or being exposed to hazardous blood or blood products, the student will:

1. Immediately report the incident to the clinical faculty member and the appropriate person in the clinical agency.
2. Have the wound inspected, cleansed, and dressed.
3. Complete the institutional incident report and follow institutional policy as applicable.
4. Seek medical attention as necessary based on level of exposure.

Please note that all students are responsible for obtaining and maintaining their own health insurance and are responsible for the costs of medical/health care assessment, treatment and follow-up that are not covered by the student's health insurance. Students should be aware of the coverage on their health insurance policy as most may not cover the full cost of required medical treatment and services in the case of a contaminated needle stick or hazardous exposure to blood or blood products.

Librarian to Contact:

Peace Odom , Nursing Librarian

817-272-6208 Email:

Library Home Page: <http://www.uta.edu/library>

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

Undergraduate Support Staff:

Elizabeth Webb, Program Coordinator I,

664-A Pickard Hall,

(817) 272-2776 ext. 21237

Email: ewebb@uta.edu

Essential skills experience:

Each UTACONHI clinical course has a designated set of essential nursing skills. An essential nursing skill is one that is “required” for each student to have instruction on AND either laboratory or clinical experience performing. Experience is defined as “hands on” performance of a skill in a laboratory setting using standardized patients, manikins, human patient simulators, task trainers, and computer simulation modules or in a clinical setting involving actual patients or communities.

UTACONHI students are responsible for acquiring essential skills experiences, documenting these experiences, obtaining verification from their clinical instructors, and maintaining an ongoing record of essential skills experience during all Junior and Senior clinical courses.

Each course syllabus will list the Essential Skills required for that specific course. Each course will make the Course Specific Essential Skills Experience Form available to the student either by at in the clinical folder in the course material in Blackboard. After performing an essential skill, a student will record the date and the setting, and then his/her initials in the appropriate boxes on the passport. The student will then provide the record to his/her clinical instructor for verification. Students are responsible for the accuracy and integrity of Passport documentation. Any attempt to falsify or alter Passport information may result in disciplinary action related to UTA's Academic Dishonesty policies.

UTACONHI students are required to perform and document ALL the essential skills for each course to obtain a passing grade for the clinical component of the course. Throughout the semester, as part of the clinical evaluation process, clinical instructors will monitor student progress in completing all essential skills designated on the Passport. It is the student's responsibility to obtain the required essential skills experiences in a timely manner throughout the semester. The completed Course Specific Passport will be attached to the final clinical evaluation and maintained in the student's record located in the Student Services Office.

ASSESSMENT

1. Physical assessment: Head to Toe
2. Physical assessment: Problem-Focused
3. Level of consciousness
4. Obtain a patient health history r/t chief complaint
5. Interpret & analyze normal & abnormal assessment findings

MEDICATION ADMINISTRATION

1. Six rights
2. Safe dose range calculation/determination
3. Oral
4. Subcutaneous
5. Parenteral (IV push)
6. Parenteral (IV piggyback)

INDWELLING TUBES

1. Insertion and/or management of urinary catheters- female/male

INTRAVENOUS (IV) ACCESS LINES

1. Peripheral IV-line placement
2. Management, care and/or use of PIV
3. IV infusion initiation and/or monitoring- use of IV pumps
4. Total parenteral nutrition (TPN)

SPECIMEN COLLECTION

1. Blood – venipuncture

AIRWAY MANAGEMENT

1. Bag-valve-mask devices use
2. Administration of oxygen – nasal prongs and/or mask-multiple types

ADVANCED CARDIOVASCULAR CARE

1. BLS/CPR and Code Blue

INFECTION CONTROL PROCEDURES

1. Handwashing/cleansing
2. Standard/universal precautions

SAFETY

1. Use of correct body mechanics
2. Maintaining basic patient safety (side rails up, breaks on wheelchairs & beds, call system activated, etc.)

MISCELLANEOUS

1. Documentation
2. Therapeutic communication techniques— patients
3. Therapeutic communication techniques—families
4. Nursing Math Skills

Clinical Dress Code:

The clinical dress code applies to all graduate and undergraduate students of The University of Texas at Arlington College of Nursing and Health Innovation (UTACONHI), and has two primary purposes: to ensure that, whenever in the clinical setting, students of the UTACONHI: 1) represent the nursing profession and UTACONHI in a professional and appropriate manner, and 2) are readily identifiable as students.

Students are to adhere to the dress code any time they present themselves to a clinical agency in the role of nursing student. This includes going to the agency prior to clinical to select a patient, arriving at the agency in street clothes to change into hospital scrubs, and attending post-conference or classroom time at the agency, as well as when attending clinical. Clinical faculty has final judgment on the appropriateness of student attire. Refer to the Student Handbook for more information.

Undergraduate, pre-licensure student nurses should wear their UTACONHI uniform and UTACONHI insignia patch ONLY when in simulation, clinical or other learning experiences authorized by UTACONHI faculty. Students are to provide nursing care to patients at clinical facilities ONLY when authorized by their UTACONHI instructor and when their clinical instructor and/or preceptor are present on site. Students who provide nursing care to patients when an instructor or preceptor IS NOT present on site will receive a FAILING grade for clinical and a course grade of "F".

Policy on Invasive Procedures

Allowing students to practice invasive skills (e.g., IM, SQ, IV's, NG tubes, intubation) on other students in the learning lab will no longer be used as a teaching strategy. Skills may be practiced on the simulators in the learning lab. Students will be able to perform the skills in the clinical setting under the appropriate faculty or preceptor supervision.

**CLINICAL PASS/FAIL:
Clinical Failing Behaviors**

Clinical failing behaviors are linked to the Texas Board of Nursing Standards of Professional Practice. Issues related to professional conduct, management of stress, clarification of course, clinical assignment, and/or professional role expectations, may warrant clinical warnings, contracts for remediation, or course failure.

Clinical Failing Behaviors	Matched to NPA
1. Performance is unsafe.	1,2,3,5,6,7,9,10,11,12,13,14
2. Questionable decisions are often made.	1,2,3,4,5,6,7,8,9,10,11,12,13,14
3. Lacks insight into own behaviors and that of others.	1,2,3,4,5,6,8,9,10,11,12,13,14
4. Difficulty in adapting to new ideas/functions.	4,5,6,7,8,9,10,11,13,14
5. Continues to need additional guidance and direction.	1,2,3,5,6,7,8,9,10,11,14

Standards of Professional Nursing Practice (BON 213.27, 217.11, 217.12)

1. Knows rationale for side effects of medications and treatments, and correctly administers same 217.00 (1) (C).
2. Documents nursing care accurately and completely, including signs and symptoms, nursing care rendered medication administration. Contacts health care team concerning significant events in patient health 217.11 (1) (D).
3. Implements a safe environment for patients and/or others, i.e., bed rails up, universal precautions 217.11 (1) (B).
4. Respects patient confidentiality 217.11 (1) (E).
5. Accepts assignments commensurate with educational level, preparation, experience and knowledge 217.11(1) (T).
6. Obtains instruction and supervision as necessary when implementing nursing procedures or practices 217.11(1) (H).
7. Notifies the appropriate supervisor when leaving an assignment 217.11(1) (I).
8. Recognizes and maintains professional boundaries of the nurse/patient relationship 217.11(1) (J).
9. Clarifies orders, treatments, that nurse has reason to believe are inaccurate, non-effective or contraindicated 217.11(1) (N).
10. Able to distinguish right from wrong 213.27(b) (2) (A).
11. Able to think and act rationally 213.27(b) (2) (B).
12. Able to keep promises and honor obligations 213.27(b) (2) (C).
13. Accountable for own behavior 213.27(b) (2) (D).
14. Able to promptly and fully self-disclose facts, circumstances, events, errors and omissions when these disclosures will enhance health status of patients or protect patients from unnecessary risk or harm 213.27(b) (2)(G).

Please refer to the Board of Nursing at www.BON.state.tx.us for any additional information regarding the Texas Nursing Practice Act

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/#undergraduatetext>

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://www.uta.edu/aao/fao/>).

Drop Date Link:

https://academicpartnerships.uta.edu/documents/UTA_Drop_Dates.pdf

Disability Accommodations: UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA)*, *The Americans with Disabilities Amendments Act (ADAAA)*, and *Section 504 of the Rehabilitation Act*. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a **letter certified** by the Office for Students with Disabilities (OSD). 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 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.

Counseling and Psychological Services, (CAPS) 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.*

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 or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.*

Academic Integrity: Students enrolled all UT Arlington courses 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 in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University. Additional information is available at <https://www.uta.edu/conduct/>.

Per UT System *Regents' Rule* 50101, §2.2, which states “*Academic 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.*” Suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Community Standards. Being found responsible for violating *Regents' Rule* 50101, §2.2 by the Office of Community standards will result in course failure. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University.

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

Electronic Communication Policy: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

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

Final Review Week: 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.

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

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.

The Student Handbook can be found by going to the following link:
<http://www.uta.edu/nursing/bsn-program/> and clicking on the link titled BSN Student Handbook located in the lower left-hand corner.

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.

Code of Professional Conduct

Nursing students in the UTACONHI are considered to be part of the nursing profession. As members of the profession, students are expected to commit to and maintain high ethical standards. Students are responsible and accountable for their own academic and professional behaviors and the resulting consequences.

Students will demonstrate self-discipline throughout all aspects of their nursing education, including meeting academic responsibilities and exhibiting professional conduct in the classroom and in the community, as outlined in the Texas Nurse Practice Act and Texas State Board of Nursing Policies.

It is each student's responsibility to promote scholastic honesty and professional ethics by actively participating with faculty in maintaining a quality academic environment. Students are expected to guard public safety by immediately reporting to faculty, any incident they observe or are aware of which would allow incompetent, unethical, or illegal practice by another individual. Having knowledge of and failing to report such behaviors constitutes a breach of both academic and professional responsibilities.

Classroom Conduct Guidelines

The Faculty of the BSN Program believes that classroom teaching has two goals: the provision of content pertinent to the discipline of nursing and the socialization of students into the professional role. We are committed to providing the curriculum in an atmosphere conducive to student learning and in a manner that will prepare graduates to be successful in the health care workplace. This includes dressing appropriately for class (i.e. no cleavage exposed front or back), as you represent the College of Nursing, both in and out of the clinical setting Refer to the Student Handbook for more information.

Refer to the Student Handbook for more information located in the lower left-hand corner

Professional Conduct on Blackboard and Social Media Sites

The Blackboard Discussion Board is to be viewed as a professional forum for student discussions. Students are free to discuss academic matters and consult one another regarding academic resources. The tone of postings on the Blackboard Discussion Board is to remain professional in nature at all times. It is not appropriate to post statements of a personal or political nature, or statements criticizing classmates or faculty. Statements considered inappropriate will be deleted by course faculty.

Announcements from student organizations may be posted to the designated level discussion board (not associated with this course).

Students are to refrain from discussing this course, including clinical situations, written assignments, peers, or faculty on all social networking sites such as Facebook, Twitter, etc. Failure to comply with these expectations may result in further action including but not limited to removal from the discussion board or the course.

APA Format:

APA style manual will be used by the UTACONHI with some specific requirements for the undergraduate courses. The sample title page & instructions, as well as a Manuscript Preparation document can be found at: http://www.uta.edu/nursing/file_download/52/APAFormat.pdf

No Gift Policy:

In accordance with Regents Rules and Regulations and the UTA Standards of Conduct, the College of Nursing has a “no gift” policy. A donation to the UTA College of Nursing Scholarship Fund would be an appropriate way to recognize a faculty member’s contribution to your learning. For information regarding the Scholarship Fund, please contact the Dean’s office.

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