**The University of Texas at Arlington**

**College of Nursing**

**N5352 Adult-Gerontology Clinical Practice 1**

 **Fall 2018**

**Instructor(s):** Donna Martinez, MSN, RN, ANP-BC

**Office Number:** 553B Pickard Hall By appointment only

**Office Telephone Number:** 817 272-2776 / **580-284-3328 (preferred) between the hours of 8AM and 7PM**

**Email Address:** donna.martinez@uta.edu

**Faculty Profile:** <https://www.uta.edu/profiles/donna-martinez>

**Office Hours:** by appointment

**Section Information:** NURS 5352-001

**Time and Place of Class Meetings:**

08/23/18 9AM-1PM PKH 205

10/11/18 9AM-1PM TBA, skills lab

**Description of Course Content:** Clinical experience in primary and long-term health care settings with focus on managing adolescents, adults, and elders with common episodic acute and chronic health care needs.

**Student Learning Outcomes:**

| Course Objective(s) | Module Number and Objective(s) | Assessment Item |
| --- | --- | --- |
| Assess, diagnose, and manage the health care needs of adolescents, adults, and elders | Modules 1-10 and all objectives  | General Radiology QuizElectrocardiogram (ECG) QuizComprehensive Final ExamReflective Clinical Journal Clinical DocumentationFinal Clinical Practicum  |
| Provide culturally, spiritually, ethnicity, age, gender and sexual orientation care | Modules 10, Objective 1 and 2  | Reflective Clinical Journal Comprehensive Final Exam (Students should be engaging in this type of care during all clinical hours.) |
| Incorporate diagnostic test data/results into therapeutic interventions. | Module 3, 4, and 5Objectives 1, 2, and 3 | General Radiology Quiz Electrocardiogram (ECG) QuizComprehensive Final ExamFinal Clinical Practicum(Students should be utilizing these skills during all clinical hours.) |
| Evaluate and revise management plans based on additional assessment and diagnostic test data. | Module 3, 4, and 5Objectives 1, 2, and 3 | General Radiology Quiz Electrocardiogram (ECG) QuizComprehensive Final ExamFinal Clinical Practicum(Students should be utilizing these skills during all clinical hours.) |
| Demonstrate ethical decision-making in advanced nursing practice. | Module 9, Objectives 1-3 | Reflective Clinical Journal Comprehensive Final Exam (Students should be engaging in this type of care during all clinical hours.) |
| Implement the role of the Adult Gerontology Acute Care Nurse Practitioner in collaboration with other health care professionals in selected acute and specialty practice health care delivery systems.  | Modules 1-10, all objectives  | General Radiology QuizElectrocardiogram (ECG) QuizComprehensive Final ExamReflective Clinical JournalClinical DocumentationFinal Clinical Practicum (Students will be implementing the role during all clinical hours in the clinical setting.) |

**Required Textbooks and Other Course Materials:**

Dunphy, LM, Winland-Brown, JE, Porter, BO & Thomas DJ. [2015]. *Primary Care—The Art & Science of Advanced Nursing Practice [4th Edition*]. FA Davis. ISBN-13: 978-8036-3801-3

Fenstenemacher, P & Winn, P. [2016]. *Post-Acute and Long-Term Care Medicine—A Pocket Guide.* New York, NY: Humana Press/Springer Science. ISBN-13: 978-3319169781; ISBN-10: 3319169785

Ham, R, Sloane, PD, Warshaw, GA, Potter, JF & Flaherty, E. [2013]. Primary Care Geriatric: A Case Based Approach—6th Ed. Saunders Publications. ISBN-10: 0323089364; ISBN-13: 978-0323089364.

Herring, W. (2015). Learning Radiology Recognizing the Basics. [3rd edition]. Elsevier. ISBN-13: 978-0323328074; ISBN-10: 0323328075

Multak, N. [2016]. Clinical Procedures for Health Professionals. Burlington, MA: Jones & Bartlett. ISBN: 978-1-284-03241-3

Robnett, RH & Chop, WC. (**2013**). Gerontology for Health Care Professionals. (4th Ed.). Jones & Bartlett. ISBN-13: 978-1284038873 ISBN-10: 1284038874.

Singleton, JK, DiGregorio, RV, Green-Hernandez, C, Holzemer, SP, Faber, ES et al. [2014]. Primary Care—An Interprofessional Perspective. [2nd Edition]. Springer Publishing Company. ISBN-10: 0826171478; ISBN-13: 978-0826171474

Thaler, M. S. (2017). The Only EKG BOOK You’ll Ever Need. [9th edition]. Wolters Kluwer. ISBN-13: 978-1496377234; ISBN-10: 1496377230

 Bookstore link <http://www.bkstr.com/texasatarlingtonstore/shop/textbooks-and-course-materials>

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

| **Required Components for Course Credit** | **Weight / Percentage Value** **Within the Course** |
| --- | --- |
| Reflective Journal  | 20% |
| Clinical documentation notes x 3 (SOAP Note) | Credit  |
| General Radiology Quiz | 10% |
| Electrocardiogram (ECG) Quiz | 10% |
| Final Exam | 20% |
| Midterm Clinical Practicum | Credit |
| Final Clinical Practicum | 40% |
| InPlace Clinical Logs | Pass/Fail |
| Clinically Tally Sheet | Credit |
| Preceptor Evaluation | Credit |
| Student Evaluation of Preceptor  | Credit  |

**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, [insert your attendance policy and/or expectations, e.g. “I will take attendance sporadically” or “I have established the following attendance policy: …”] 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.

**Other Requirements**: The course materials and communication with students is through UTA – Blackboard and MyMav e-mail. The student is responsible for having up to date hardware and software. The Help Desk located in the library (helpdesk@uta.edu or 817-272-2208 can advise you. Students should be familiar and comfortable with computers. You must be hardwired (using Ethernet cable to router) to your router or modem for exams/quizzes or you can receive a zero/low grade IF you lose your connection ---this is a significant warning to you!! **Be sure you have Respondus Lockdown Browser with webcam for any exams/quizzes and Java for Collaborate chats. It is recommended to update JAVA and Respondus WEEKLY prior to exams/quizzes to have the latest update.**

**IMPORTANT \*\*** All online exam/quizzes will be video monitored. You will be **required** to have a high definition (1080p) **webcam** (preferably external) and it must be turned on for all exams/quizzes. Also a **microphone is REQUIRED** to be on during all exam/quizzes. NO exceptions will be made. Failure to use the webcam and microphone during exams/quizzes will result in a zero for that exam/quiz.

\*\* **Best way to have a successful testing is to follow the guidelines for having the proper connection to the internet and following the Blackboard Guidelines.**

**\*\* A UTA Mav ID is required to take the exams/quizzes. You will show your ID when prompted by the system. Your ID must be held close enough to the camera to be read. The photo must be facing the camera.**

\*\*There is a practice test to help the student become familiar with the Blackboard Testing System. More information for online test taking will be available on the course Blackboard site.

**Mid-Term and Final Clinical Practicum**

The mid-term clinical check off will be held at your clinical site when you have completed 90 hours of clinical time, but no more than 100. It is your responsibility to contact the faculty to arrange this mid-term site visit and checkoff. This is not a graded checkoff. The purpose of this clinical site visit and checkoff is to meet your preceptor and receive feedback on your progress and discuss areas of improvement with you prior to the final clinical practicum. The final clinical practicum will be held upon completion or close to completion of 180 clinical hours. Please keep me informed as this time approaches, as a date and time will need to be coordinated with your clinical site. Allow approximately 2 hours to complete the evaluation. You must pass the final clinical practicum with 80% to pass the course.

**Final Exam**

Please note that you will be responsible for ALL the BB posted clinically relevant modules and will be tested over these topics during the FINAL EXAM on the date listed in the course schedule—do not overlook these modules. The FINAL EXAM will be ONLINE via Blackboard, it will consist of approximately 50 questions and you will have 75 minutes to complete. The FINAL EXAM Blueprint will be posted to Blackboard.

**Attendance Policy: Regular class attendance and participation is expected of all students. Students are responsible for all missed course information. If the suturing/joint injection procedure lab is missed, the student will need to take an incomplete in the course and make up the lab session the next semester the content is taught. Additionally, this will prevent progression into the final practicum course.**

**Other Requirements:** Prerequisite: NURS 5461. NURS 5462 or concurrent enrollment; Good academic standing (GPA 3.0) or certificate program standing.

**Clinical Hours:** This course requires the student to satisfactorily complete 180 clinical hours with an approved preceptor and site during the semester that the student is enrolled.

**Grading Policy:** Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels.

Course Grading Scale

A = 90 to 100

B = 80-89

C = 70-79

D = 60 to 69 – cannot progress

F = below 59 – cannot progress

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

For student complaints, [seehttp://www.uta.edu/deanofstudents/complaints/index.php](http://www.uta.edu/deanofstudents/complaints/index.php).

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

**Make-up Exams:** Please contact your faculty for approval.

**Test Reviews:** There are no test reviews in this course, but the faculty may summarize aggregate information for the class if there is generalizable information from test analysis that would be helpful to students as a group.

**Expectations of Out-of-Class Study:** A general rule of thumb is this: for every credit hour earned, a student should spend 3 hours per week working outside of class. Hence, a 3-credit course might have a minimum expectation of 9 hours of reading, study, etc. Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional \_9-12\_\_ hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

**CONHI – language**

**Drop Policy:** Graduate students who wish to change a schedule by either dropping or adding a course must first consult with their Graduate Academic Advisor @ MSNAdvising@uta.edu.

Regulations pertaining to adding or dropping courses are described below. Adds and drops may be made through late registration either on the Web at MyMav or in person through the student’s academic department. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. Contact the Office of Financial Aid and Scholarships at <http://www.uta.edu/fao/>  .  The last day to drop a course is listed in the Academic Calendar available at <http://www.uta.edu/uta/acadcal.php?session=20176>

1.      A student may not add a course after the end of late registration.

2.      A student dropping a graduate course after the Census Date but on or before the last day to drop may, receive a grade of W. Students dropping a course must:

(1)  Contact your graduate advisor to obtain the drop form and further instructions before the last day to drop.

**Census Day:  September 7, 2018**

**Last day to drop or withdraw – November 2, 2018 by 4:00 p.m.**

**Last day of classes – December 4, 2018**

**Final Exams – December 10 – 14, 2018**

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

Students are responsible for providing the instructor with official notification in the form of **a letter certified** by the Office for Students with Disabilities (OSD).Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

**The Office for Students with Disabilities, (OSD)** [www.uta.edu/disability](http://www.uta.edu/disability) or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability).

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

**Non-Discrimination Policy:** *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit*[*uta.edu/eos*](http://www.uta.edu/hr/eos/index.php)*.*

**Title IX Policy:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated.*For information regarding Title IX, visit* [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or [jmhood@uta.edu](file:///C%3A%5CUsers%5Colivier%5CAppData%5CLocal%5CTemp%5Cjmhood%40uta.edu).

**Academic Integrity:** All students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

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

Per UT System Regents’ Rule 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with the University policy, which may result in the student’s suspension or expulsion from the University. Additional information is available at <https://www.uta.edu/conduct/>.

"Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts."

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

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

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

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

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

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

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

The success faculty in the MSN Program:

Dr. Lauri John is available as a writing coach to assist graduate nursing students who need help with their writing assignments/papers. She can help students improve the clarity and organization of their written papers. She can be reached via email: ljohn@uta.edu

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

**Writing Assistance for Students**

Should you need assistance with writing, please contact your Lead Teacher for information.

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

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

**Student Feedback Survey:** At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

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

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

**Librarian to Contact:**

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| --- |
| **Nursing Liaison Librarians:**nursinglibrarians@uta.edu (Use if you need an immediate response) |
| **ReaAnna Jeffers**Information Literacy and Health Sciences Librarianraeanna.jeffers@uta.edu817-272-1563Office Hours: 11am – 2pm (Mon., Tues., Wed.) |
| **Library Resources**Library Website: [library@uta.edu](file:///Users/donnamartinez/Library/Containers/com.apple.mail/Data/Library/Mail%20Downloads/C9F4B149-E6AC-470F-B20A-E390AABD83DA/library%40uta.edu)Nursing Databases: [http://libguides.uta.edu/az.php?s=9598](https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Flibguides.uta.edu%2Faz.php%3Fs%3D9598&data=02%7C01%7C%7C0d1da449e5d04784c1fa08d5ec0bc951%7C5cdc5b43d7be4caa8173729e3b0a62d9%7C0%7C0%7C636674457709517391&sdata=c5Kf9OBtVzO1KWEHRDZ8I81tE9XeJGM0yRRzZKLE6w4%3D&reserved=0)APA Guide: [http://libguides.uta.edu/apa](https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Flibguides.uta.edu%2Fapa&data=02%7C01%7C%7C0d1da449e5d04784c1fa08d5ec0bc951%7C5cdc5b43d7be4caa8173729e3b0a62d9%7C0%7C0%7C636674457709517391&sdata=C6elO2qMhqfos1UlRpem2DTC8KknPTNrjYoAfWNPRlI%3D&reserved=0)Nursing Guide: [http://libguides.uta.edu/nursing](https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Flibguides.uta.edu%2Fnursing&data=02%7C01%7C%7C0d1da449e5d04784c1fa08d5ec0bc951%7C5cdc5b43d7be4caa8173729e3b0a62d9%7C0%7C0%7C636674457709527399&sdata=xd0An2FCDmWe%2FGNQBxi5zsnqLLgLh8binjHTXN7%2F%2BCE%3D&reserved=0)Other Nurrsing Guides: [http://libguides.uta.edu/?b=s](https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Flibguides.uta.edu%2F%3Fb%3Ds&data=02%7C01%7C%7C0d1da449e5d04784c1fa08d5ec0bc951%7C5cdc5b43d7be4caa8173729e3b0a62d9%7C0%7C0%7C636674457709537403&sdata=WceylYZ37Kfn%2FTotwmRwJTEeokal3Ym%2BfA91CUBHW9U%3D&reserved=0) |

Contact all nursing librarians:

library-nursing@listserv.uta.edu

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

|  |  |
| --- | --- |
| **Research Information on Nursing**  | [**http://libguides.uta.edu/nursing**](http://libguides.uta.edu/nursing) |
| **Library Home Page**  | <http://library.uta.edu/> |
| **Subject Guides**  | <http://libguides.uta.edu> |
| **Ask us** | <http://ask.uta.edu> |
| **Database List**  | <http://libguides.uta.edu/az.php>  |
| **Course Reserves**  | <http://pulse.uta.edu/vwebv/enterCourseReserve.do> |
| **Library Catalog**  | <http://uta.summon.serialssolutions.com/#!/> |
| **E-Journals**  | <http://pulse.uta.edu/vwebv/searchSubject> |
| **Library Tutorials**  | [library.uta.edu/how-to](http://library.uta.edu/how-to) |
| **Connecting from Off- Campus**  | <http://libguides.uta.edu/offcampus> |
| **Academic Plaza Consultation Services** | [library.uta.edu/academic-plaza](http://library.uta.edu/academic-plaza) |
| **Study Room Reservations** | [openroom.uta.edu/](http://openroom.uta.edu/) |

For help with APA formatting, you can go to:

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

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

**Course Schedule. Please refer to the separate detailed course schedule.**

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

**REVISED - Clinical Evaluations:** Students are evaluated during each clinical course by their instructor with the Clinical Evaluation of Student tool. For ALL graded and pass/fail clinical courses, students must attain 80% on this evaluation in order to pass the course. For numerically graded clinical courses, students will be assigned a numerical grade based on their performance on the tool.

For graded Clinical Practice 1 courses, students must receive ‘Meets Expectation with Moderate Assistance’ on 80% of the scored items.  For Clinical Practice 2 courses, students must receive ‘Meets Expectation with Minimal Assistance’ on 80% of the scored items. The student’s percentage score will be the assigned grade for evaluation, with the minimum requirement of 80% to pass. Items marked as 'N/A or no opportunity to observe' will not be calculated in the student's raw score.

For pass/fail practicum courses, the student must achieve 80% of the scored items as 'meets expectation' in order to pass the course.

If the student fails to attain an 80% on the evaluation at the prescribed level of the course, the instructor may assign additional activities and/or additional clinical hours prior to a reevaluation.  The student will have a one-time opportunity to be re-evaluated. A second faculty member will be present during the clinical performance retake. If the student passes the clinical performance retake (with a minimum score of 80%), the maximum grade the student can receive for the exam for purposes of grade calculation is 80%. If the student fails the retake, the student will receive a grade of "F" for the course.

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

**Clinical Approval and Electronic Logs**: To be cleared for clinical, this means you have submitted the online self-placement request through InPlace, submitted signed and complete preceptor agreement(s) for each preceptor you will work with to the electronic self-placement request forms in InPlace, and received approval for your clinical placement from your clinical coordinator. This approval includes a fully executed affiliation agreement by the clinical facility and UTA Legal Department.

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

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

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

**You only have 7 days to enter your case logs and time logs from the day of your clinical experience.** **Failure to log cases/hours within 7 days will results in a loss of those hours. No exceptions.** Your electronic logs are both a student learning opportunity and an evaluation method for your clinical courses.  Patient encounters include patients the student assesses, diagnoses, and manages as part of their clinical coursework.  Individual clinical courses may have additional guidelines/requirements related to their specific course and will be noted in the course syllabus (e.g. types of encounter required, number of patients required during course).  The student’s electronic log data provides a description of the patients managed during the student’s clinical experience, including the number of patients, diagnoses of patients, and the type of interventions initiated.  As a result, the data is an essential requirement of the student’s clinical experience and is used to evaluate student clinical performance.  The data is also used to meet course requirements and to evaluate student clinical performance.  Upon completion of the Program, students will have access to an executive summary of their log entries for their professional portfolio.

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

**MSN Graduate Student Dress Code:** The College of Nursing and Health Innovation expects students to reflect professionalism and maintain high standards of appearance and grooming in the clinical setting. Students must adhere to the Dress Code Policy. www.uta.edu/nursing/file\_download/234/BSNDressCode.pdf **Clinical faculty has final judgment on the appropriateness of student attire and corrective action for dress code infractions. Students not complying with this policy will not be allowed to participate in clinical.**

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

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

1. Fails to follow standards of professional practice as detailed by the Texas Nursing Practice Act \* (available at [www.bon.state.tx.us](http://www.bon.state.tx.us))

2. Unable to accept and/or act on constructive feedback.

3. Needs continuous, specific, and detailed supervision for the expected course performance.

4. Unable to implement advanced clinical behaviors required by the course.

5. Fails to complete required clinical assignments.

6. Falsifies clinical hours.

7. Violates student confidentiality agreement.

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

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

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

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

**Graduate Student Handbook:** Students are responsible for knowing and complying with all policies and information contained in the Graduate Student handbook online at: <http://www.uta.edu/conhi/students/policy/index.php>

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

**No Gift Policy:** In accordance with Regent Rules and Regulations and the UTA Standards of Conduct, the College of Nursing and Health Innovation has a “no gift” policy. A donation to one of the UTA College of Nursing and Health Innovation Scholarship Funds, found at the following link: is <http://www.uta.edu/conhi/students/scholarships/index.php> would be an appropriate way to recognize a faculty member’s contribution to your learning.  For information regarding Scholarship Funds, please contact the Dean’s office.

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

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

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

**Emergency Phone Numbers**: In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911. For non-emergencies, call 817-272-3381.

**Graduate Nursing Support Staff**

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