NURS 5382
The University of Texas at Arlington
College of Nursing
NURS 5382 - Nursing and Health Care Policy: Issues and Analysis
Fall 2018

Instructor(s): Jackline G. Opollo PhD, RN, MSN, MPH, NEA-BC
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Section Information: NURS 5382-401
Credit Hours: 3 Hours
Time and Place of Class Meetings: Online
Description of Course Content: Analyze historical, current, and predicted national, state, and local health care policy processes. Prerequisite: NURS 5367
Office Hours:

Virtual Office Hours
- o Office hours by appointment. Please email the professor or your lab/clinical faculty to request and schedule an individual (or small group) virtual work session. The purpose of virtual office hours is to address those unique instructional challenges or questions that require a response that <u>cannot be answered via email</u> (<u>in this order:</u> course coach, lab/clinical instructor then lead faculty), announcement, or the Q&A forum provided within the course.
- o If the above resources are not appropriate, please email the lab/clinical instructor or lead faculty to schedule an individual virtual work session Include the purpose of the meeting, what you hope to learn as a result of this meeting, and who will be participating (i.e. coach, lab/clinical instructor and/or lead faculty).

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

Preferred Methods for Reaching Course Faculty

Academic Coach Information: Please contact your academic coach as your first line contact. The Coach will contact me as needed.

| Erin Glanz | erin.glanz@iconnect-na.com | 940-902-3589 |
| Donna Watson | donna.watson@iconnect-na.com | 253-444-8729 |

Email correspondence should be sent to me via YOUR UTA EMAIL. Emails are checked at least once daily on weekdays and weekend days. Should we need to communicate further via telephone or virtual video conferencing, then that may be arranged after the initial email correspondence. **Maximum Timeframe for Responding to Student Communication**

- o Response to student emails can generally be expected within 24 hours with a 48 hour maximum time frame.
- o Students may expect assignments to be graded within 72 hours.

<u>Student Learning Outcomes</u>:

1. Articulate current initiatives in health care policy.
2. Analyze the policy development process and policy analysis frameworks
3. Analyze health care policy at the national, state, and local level.
4. Analyze the influence of economic issues related to health care policy.
5. Analyze emerging roles for nursing in health care policy.

Course Objective(s)	Module Number and Objective(s)	Assessment Item
1. Articulate current initiatives in health care policy.	Module 1	
	Examine key health care policy issues affecting the nursing profession today from past, present and future perspectives.	1.2: Discussion Board 1.3: Discussion Board 1.4: Discussion Board Health Care Policy Brief Paper
	Increase awareness of credible sources that can impact health policy at global, national, state and local levels.	1.3: Discussion Board 1.5: Discussion Board Module 5: Elected Official Interview Assignment
	Articulate advocacy issues for the nursing profession and population groups.	1.3: Discussion Board 1.6 Discussion Board Health Care Policy Brief Paper Module 3: Infographic Assignment Module 5: Elected Official Interview Assignment
2. Analyze the policy development process and	Module 2	
	Analyze critical elements of the	2.1: Discussion Board

Course Objective(s)	Module Number and Objective(s)	Assessment Item
policy analysis frameworks.	policy development process.	2.4 Discussion Board 2.5: Discussion Board Policy Analysis Framework Paper Health Care Legislative Tracking Paper
	Explain the state and the federal government's role in the regulation of health professions.	2.2: Discussion Board 2.3: Discussion Board 2.6 Discussion Board Module 5: Elected Official Interview Assignment
	Apply policy analysis tools and frameworks relevant to a specific policy issue in a specific population relevant to global, national, state, or local settings.	2.4: Discussion Board 3.3 Discussion Board Policy Analysis Framework Paper Module 5: Elected Official Interview Assignment
3. Analyze health care policy at the national, state, and local level.	Module 3	
	Discuss the purpose, role and impact of Coalitions, Professional Nursing Organizations and Political Action Committees (PACs) in advancing health policy issues.	3.1: Discussion Board 3.2: Discussion Board 3.3 Discussion Board 3.6: Discussion Board Module 5: Elected Official Interview Assignment
	Apply innovative strategies in influencing a health policy issue of interest.	3.4: Discussion Board 3.5: Discussion Board 3.7: Discussion Board Infographic Assignment Module 5: Elected Official Interview Assignment
4. Analyze the influence of economic issues related to health care policy.	Module 4	
	Explore the economic impact of healthcare reform on nursing and patient outcomes.	4.2: Discussion Board 4.3. Discussion Board Health Care Legislative Tracking Paper

Course Objective(s)	Module Number and Objective(s)	Assessment Item
	Analyze how economics influences health care policy.	4.1: Discussion Board 4.2: Discussion Board 4.4: Discussion Board Module 5: Elected Official Interview Assignment Infographic Assignment
	Illustrate the role of nurse leaders in addressing key market force concepts related to health care policy.	4.1: Discussion Board 4.4: Discussion Board 4.5: Discussion Board Health Care Legislative Tracking Paper Module 5: Elected Official Interview Assignment
5. Analyze emerging roles for nursing in health care policy.	Module 5	
	Explore responsibilities of nurse leaders in consumer advocate organizations.	5.5: Discussion Board
	Increase awareness of emerging clinical and non-clinical roles.	5.1: Discussion Board 5.3: Discussion Board 5.4: Discussion Board
	Explore technical, ethical and legal implications of emerging nurse leader roles in health care policy.	5.2: Discussion Board Module 5: Elected Official Interview Assignment

Required Textbooks and Other Course Materials:
Mason, D. J., Gardner, D. B., Outlaw, F.H., & O'Grady, E.T (2016). *Policy & Politics in Nursing and Healthcare*. **7th ed. Elsevier. ISBN # 9780323299923**

APA 6th Edition
Students are expected to use APA style to document resources. Numerous resources can be found through the UTA Library at the following links:
- APA tutorial link: http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx
- UTA CONHI Cover page link: http://www.uta.edu/nursing/msn/apaformat
- http://library.uta.edu/sites/default/files/apa2014.pdf
- http://libguides.uta.edu/apa
- http://library.uta.edu/how-to/paper-formatting-apa-st

Descriptions of major assignments and examinations with due dates:

For all course assignments/ assessments, please refer to the course calendar in this syllabus for specific due dates and times. Please refer to Blackboard for more details concerning these assignments and for grading rubrics.

Required Components for Course Credit	Percentage Value Within the Course
Health Policy Brief Paper 1	10%
Policy Analysis Framework Paper 2	15%
Health Policy Infographic Assignment	10%
Health Care Policy Legislative Tracking Paper	15%
Elected Official Interview Paper	25%
Discussion Boards	25%

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

Blackboard Required
　　Only assignments submitted through Blackboard will be reviewed and accepted for a grade,

regardless of the reason. Assignments that are submitted through email will not be reviewed for feedback or graded; they will be assigned a grade of zero. **No exceptions will be made.**

Zoom
- Zoom is a user-friendly, online, video-conferencing, screen-share tool. It operates outside of Blackboard. If invited to attend a Zoom conference, students simply need to:
  - Use a computer with video and audio features
  - Download Zoom to their computer the first time they receive a Zoom link (you will do this simply by clicking on the link)
  - Check their video and audio features via the cues provided in Zoom
- The Zoom link can also be downloaded to your smart phone. Lastly, Zoom sessions can be saved and made available to all students through a link provided by the professor.

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

Discussion Boards
Discussion participation is crucial to your learning and success in the course.
- In order to receive full credit for each module discussion, you must contribute to discussions through your postings as required by discussion board guidelines and rubrics.
- A substantive post is thoughtful and includes supporting research evidence, reflection, elaboration, analysis, application, synthesis and/or evaluation. In your initial post you must also provide personal insights which includes:
  - How this information impacts the role of a nurse administrator/leader <u>and</u>
  - How it can be applied to nursing administration and leadership
- Please refer to the Guidelines for Substantive Posts and the Discussion board grading rubric.
- Late or missing discussion board posts will result in a zero.

Clinical Hours: **No clinical hours**

<u>Grading Policy</u>: 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. Final grades are not rounded up.
Course Grading Scale
A = 90 to 100
B = 80-89
C = 70-79
D = 60 to 69 – cannot progress
F = below 59 – cannot progress

Students must maintain a GPA of 3.0. Please seek help immediately if you are at risk of dipping below this GPA. Ready to assist you are:

- Your coach
- Your course professor
- Your advisor
- UTA Student Success Coordinators

Grade Grievances: Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog.
For graduate courses, see: http://catalog.uta.edu/academicregulations/grades/#graduatetext.
For student complaints, see: http://www.uta.edu/deanofstudents/complaints/index.php.

Late Assignments / Assignments
Assignments are due at 11.59pm on the date assigned.
Late Discussion Board Posts will receive a minus 10 points for the first day and a result of zero after one day.

Late assignments and/or quizzes and/or tests will receive a deduction in points as follow

- First day late point deduction is 1 point per minute up to 10 points. Assignments will be accepted as late with the point deduction on day 1.
- On day two, the assignment will not be accepted and the score will be zero.
  Example: Received one day late at 12:00 midnight – minus 1 point, at 12:01 – minus 2, etc. .... 12:09 – minus 10.
  Day two – at 12:00 midnight –assignment not accepted.

Faculty may consider late assignments in emergent situations. IT IS THE SOLE RESPONSIBIITY OF THE STUDENT TO NOTIFY THEIR COACH AND/OR INSTRUCTOR OF ILLNESS/EMERGENCY. FAILURE TO DO SO DOES NOT GUARANTEE STUDENT ANY EXTENSION OF ASSIGNMENT DUE DATES. Original documentation evidence for absence will be required. Acceptable forms of documentation may include 1) Official statement of student or immediate family member being or having been under medical care during the period of time in question; 2) Police report with student's or immediate family members' name(s) during the period of time in question; and 3) any other documentation from an official source that explains an illness/emergency during the period of time in question. Any document appearing to be altered in any way or which lacks required information will not be accepted.

Expectations of Out-of-Class Study: Students are expected to work independently on every assignment in this course unless instructed otherwise. Collusion or consulting with other students or healthcare professionals concerning assignments is not permitted. Sharing your work or borrowing the work of others will prevent students from fully benefitting from the learning opportunities in this course. It is YOUR work that we are interested in evaluating, NOT the work of others. Collusion or consulting with others is considered a matter of academic dishonesty and will be treated as such.

The amount of time required by students to study and complete assignments in this course will vary according to students' previous professional experiences, prior learning, and, the pace at which one works. While having completed multiple years of practice generally provides students an advantage, these same students sometimes find themselves having to "unlearn" practices that are not supported by the most recent evidence or research. Students with fewer years of nursing experience will generally find themselves working more diligently to quickly increase their overall knowledge base – knowledge that their classmates may have developed over multiple years of working in healthcare settings.

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.

November 26th 2018

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

The success faculty in the MSN Program:

Dr. 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.

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.

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

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.

==Librarian to Contact:==

Nursing Liaison Librarians: nursinglibrarians@uta.edu   (Use if you need an immediate response)
ReaAnna Jeffers   Information Literacy and Health Sciences Librarian   raeanna.jeffers@uta.edu   817-272-1563   Office Hours: 11am – 2pm (Mon., Tues., Wed.)
Library Resources   Library Website: library@uta.edu   Nursing Databases: http://libguides.uta.edu/az.php?s=9598   APA Guide: http://libguides.uta.edu/apa   Nursing Guide: http://libguides.uta.edu/nursing   Other Nurrsing Guides: http://libguides.uta.edu/?b=s

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**
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
Connecting from Off-Campus	http://libguides.uta.edu/offcampus
Academic Plaza Consultation Services	library.uta.edu/academic-plaza
Study Room Reservations	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.
The course schedule and due dates is included on the next page.
As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. If any changes are made, they will be added to the Announcement Board.

MSN-Nursing Administration
NURS 5382: Nursing and Healthcare Policy: Issues and Analysis

Course Schedule and Due Dates <u>(Central Time)</u>

	Course Activity	Due Date
	Module 1 – Week 1	**Completed by:**
Start:11/05/18 (MON) **End: 11/10/18 (SAT)**	Attestation Statement	Wednesday 23:59 (CST)
	Discussions Boards: 1.1, 1.2-1.5 (choice), 1.6	Wednesday 23:59 (CST): post original discussion thread Friday 23:59 (CST): post minimum 1 response to peer discussion thread Saturday 23:59 (CST): post summation of discussion that occurred within your thread
	Assignment: Health Care Policy Brief	Saturday 23:59 (CST)
	Module 2- Week 2	**Complete by:**
Start: 11/11/18 (SUN) **End: 11/17/18 (SAT)**	Discussions Boards: 2.1-2.6 (choice)	Wednesday 23:59 (CST): post original discussion thread Friday 23:59 (CST): post minimum 1 response to peer discussion thread Saturday 23:59 (CST): post summation of discussion that occurred within your thread
	Assignment: Policy Analysis Framework Paper	Saturday 23:59 (CST)
	Module 3 – Week 3	**Complete by:**
Start: 11/18/18 (SUN) **End: 11/24/18 (SAT)**	Discussions Boards: 3.1-3.6 (choice), 3.7	Wednesday 23:59 (CST): post original discussion thread Friday 23:59 (CST): post minimum 1 response to peer discussion thread Saturday 23:59 (CST): post summation of discussion that occurred within your thread
	Assignment: Infographic	Saturday 23:59 (CST)
	Module 4- Week 4	**Complete by:**
Start: 11/25/18 (SUN) **End: 12/01/18 (SAT)**	Discussions Boards: 4.1-4.5	Wednesday 23:59 (CST): post original discussion thread Friday 23:59 (CST): post minimum 1 response to peer discussion thread Saturday 23:59 (CST): post summation of discussion that occurred within your thread
	Assignment: Health Care Legislative Bill Tracking Paper	Saturday 23:59 (CST)
	Module 5 – Week 5	**Complete by:**
Start: 12/02/18 (SUN) **End: 12/07/18 (FRI)**	Discussion Boards: 5.1-5.6	Wednesday 23:59 (CST): post original discussion thread Friday 23:59 (CST): post minimum 1 response to peer discussion thread Saturday 23:59 (CST): post summation of discussion that occurred within your thread
	<mark>**Assignments: Elected Official Interview Paper**</mark>	<mark>**Friday 23:59 (CST)**</mark>

UTA College of Nursing and Health Innovation - Additional Information:

Clinical/Practicum Preparation - InPlace Pathway to Graduation

The time is now for you to begin submitting the required documentation for your clinical or practicum courses. To help ensure you begin your clinical or practicum courses as scheduled on your degree plan, there is a series of **required steps** you must take with **important deadlines** along the way. Access your InPlace Pathway to Graduation today and get started.

How to Access Your InPlace Pathway to Graduation
1. Go to inplace.uta.edu
2. Click on the blue box labeled "Staff and Students"
3. Log in using your UTA Net ID (not email) and UTA password
Be sure to type your UTA Net ID and password carefully. The system is secured, and if you enter your login information incorrectly more than once you will receive an error message and be locked out of the system until the security automatically resets. This can take several hours to reset, so use care when entering your information.

Home Screen Welcome Notification
On your InPlace home screen, you will see a note on the right side titled, "Welcome! – IMPORTANT – PLEASE READ." Here you will find instructions for clinical and practicum clearance. You will be directed to an area called "Shared Documents" where you will see the steps of your Pathway to Graduation in sequential order. **Read the steps carefully and thoroughly, and be sure to meet all required deadlines.**
Your Pathway to Graduation is a series of "steps" that are designed to guide you through successful clinical/practicum clearance. The steps are outlined in documents located in the InPlace system, in the "Shared Documents" folder. You are responsible for reading through the following documents in the order they are listed and acting on them sequentially. Note that all self-placement submissions must be complete at least 4 months in advance of your clinical/practicum start date. Failure to meet this deadline increases the risk that you will not be cleared for clinical/practicum on time and will have your degree plan adjusted for a future start date of the clinical/practicum course.

Your Pathway to Graduation

Step 1: Castle Branch Compliance (right away – must remain compliant throughout entire program, even if you are not in a clinical setting)

Step 2: Review Clinical/Practicum Requirements (right away – secure your clinical/practicum arrangements as soon as possible)

Step 3: Complete Self-Placement Submissions (DEADLINE: 4 months before the clinical/practicum course start date on your degree plan)

Step 4: Background Check and Drug Screen (must be done 30 days before your first clinical/practicum course, NOT SOONER. Instructions and a link for the drug test and background check will be sent 30 days before your first clinical/practicum course.)

IMPORTANT POLICIES AND STUDENT RESOURCES FOR SUCCESS: *This document can be found in InPlace "Shared Documents" immediately after the steps of the Pathway to Graduation that are outlined above. You are responsible for adhering to all policies and procedures in this document and in the UTA Student Handbook.*

Your Clinical Coordination Team

Nurse Practitioner students with last names beginning with A-G only
Tameshia Morgan (tameshia.morgan@uta.edu)

Nurse Practitioner students with last names beginning with H-J only
All DNP and Nursing Education students
Brittany Garza (brittany.garza@uta.edu)

Nurse Practitioner Students with last names beginning with K-Q only
Angel Korenek (angel.korenek@uta.edu)

Nurse Practitioner students with last names beginning with R-Z only
Kendra Lemon (kendra.lemon@uta.edu)

Please include your full name, 10 digit UTA student ID number, and program in all email correspondence. Thank you!

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 in the state of Texas. It is also imperative that any student whose license becomes encumbered by the BON must immediately notify the Chair of the Graduate Nursing Program. The complete policy about encumbered licenses is available online at: 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.**

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.

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