

DAKOTA NURSING PROGRAM

Bismarck State College • Dakota College at Bottineau • Fort Berthold Community College
Lake Region State College • Williston State College

NURS 122 Syllabus - Fall 2012

COURSE: NURS 122: Clinical Practice I

CREDIT HOURS: 3 semester hours (9 hours per week-144 Lab/Clinical Hours)

COURSE DESCRIPTION:

This course takes place in the nursing laboratory and in health care facilities. The student will apply social, biological, behavioral and nursing science principles as they are acquired in the Foundations of Nursing and Practical Nursing I courses. Basic nursing skills and procedures are demonstrated and applied in a supervised laboratory/clinical setting. Beginning Practical Nursing Students will begin to participate with the nursing process for clients across the lifespan.

MEETING TIME:

Section I	11:00-11:50 AM on Tuesday and Thursday <i>BSC-Bismarck, BSC-Hazen, LRSC-Devils Lake, WSC-Williston, WSC-Minot, DCB-Valley City</i>
Section II	3:00-3:50 PM on Tuesday and Thursday <i>DCB-Bottineau, DCB-Rugby, FBCC, LRSC-Mayville</i>
Section I and II	Wednesday and Friday Lab/Clinical times per site schedule (Clinical starts in November)

INSTRUCTORS:

Gail Olafson, MSN, RN
Nursing Instructor
Lake Region State College
1801 College Drive North
Devils Lake, ND 58301
Office Hours: email or call for an appointment
LRSC Toll free 1-800-443-1313 ext 1552
Office Telephone 1-701-662-1552
Gail.Olafson@lrsc.edu

See local site schedules for the Nursing Coordinator and Clinical Instructors at your location.

PREREQUISITES: English 110/ Chem 115

COREQUISITE(s): NURS 120 Foundations of Nursing
NURS 121 Practical Nursing I

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REQUIRED TEXTBOOKS:

1. Assessment Technologies Institute (ATI) Review Package and Skills Modules for PN students.
2. Curren, A. (2010) *Dimensional Analysis for Meds*. (4th ed.) New York: Delmar.
3. Doenges, M., & Moorhouse, M., (2009) *Nursing Care Plans: Guidelines for Individualizing Client Care Across the Life Span* (8th ed.) F. A. Davis
4. Gyls, B. & Masters, R. (2010) *Medical Terminology Simplified: A Programmed Learning Approach by Body Systems* (4th ed.) F. A. Davis
5. Silvestri, L. (2013) *Saunders Comprehensive Review for the NCLEX PN* (5th ed) St. Louis: Saunders/Mosby.
6. Skyscape Nursing Constellation Plus package (*Includes Davis's Drug Guide for Nurses, Diseases and Disorders: A Nursing Therapeutics Manual, Davis's Comprehensive Handbook of Laboratory and Diagnostic Tests with Nursing Implications, and Taber's Cyclopedic Medical Dictionary*)
7. Wilson, S. & Giddens, J. (2009). *Health Assessment for Nursing Practice*. (4th ed.) St. Louis: Mosby.
***Students must have reliable high speed internet which is required to access online books and resources.**

GENERAL EDUCATION GOALS:

1. Communications - including listening, reading, writing, and use of verbal and nonverbal communication.
2. Survival Skills - such as time management, study skills, and stress management and wellness concepts.
3. Critical Thinking - the ability to identify and define criteria, understand biases, and construct objective judgments.
4. Problem Solving - the ability to analyze situations and synthesize solutions.

COURSE OBJECTIVES:

Upon completion of the course the learner will:

1. Demonstrate competence in calculating drug dosages, safely preparing, administering, and monitoring medications.
2. Utilize basic concepts of the nursing process in caring for an assigned client experiencing alterations in basic human needs across the lifespan.
3. Demonstrate effective verbal and written communication with clients and colleagues as a member of the interdisciplinary healthcare team.
4. Perform basic nursing skills and health assessment needed to care for a client along the health-illness continuum both in the nursing laboratory and in the clinical facility.
5. Demonstrate safe and appropriate client care as a beginning nursing student within the ethical and legal framework of the nursing profession.
6. Demonstrate actions and behaviors that are congruent with the ANA Code of Ethics for Nurses.

ASSESSMENT METHODS:

Written examinations, quizzes, worksheets, required workbook case studies; skill check offs and class participation, student journal, clinical observation and evaluations, nursing process assignments.

METHOD OF INSTRUCTION:

Lecture, class discussion, audiovisual materials, text, distance and online technology, videos, models, independent assignments, lab demonstrations and supplemental readings

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GRADE BREAKDOWN:

Lab Skills and assignments (modules)	70%
Lab Exams	20%
Clinical behaviors and Clinical paperwork (includes journal)	5%
ATI practice and testing (Fundamentals of Nursing)	<u>5%</u>
	100%

GRADING POLICY:

For all courses with a clinical component:

94.0 - 100.00	= A
88.0 - 93.99	= B
82.0 - 87.99	= C
76.0 - 81.99	= D
Below 76.0	= F

There will be no rounding up of grades for any reason.

There is no extra credit offered

Journal: All students will maintain a clinical journal. It serves as a tool to assist with assessment/analysis of the clinical experience, enhancement of communication between students and the nursing coordinator, and offers an ongoing opportunity for discussion regarding the nursing experience. **Journal completion is required for progression in the nursing program. Criteria for the Clinical Journal can be found in the policy section of this handbook.**

NCLEX REVIEW PROGRAM NURSING REVIEW PROGRAM:

The Dakota Nursing Program requires students to purchase and complete an ATI Nursing Review Program. This program is complete with the review modules (books or ebooks, Skills Modules, online practice assessments, and proctored assessments). Please review the complete ATI policy in your student handbook.

To properly prepare for the proctored exams students are expected to study by taking ATI practice exams until they score 90% or greater. Students will not be eligible to take the corresponding ATI proctored exams until they score 90% or greater on the practice exam. Practice exams cannot be taken twice within 24 hours.

Semester and Course	Exam	Week in Term Administered – subject to change	Number of Questions	Time Allotment
Fall	Critical Thinking Entrance	Fall Week 2	40	40 minutes
Fall NURS 122	Foundations of Nursing	Fall Week 13	60	60 minutes

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ATI Point Table	Contribution to Course Grade
<ul style="list-style-type: none"> Completion of ATI Content Mastery Proctored Exam equal to or greater than a Proficiency Level 3 or Completion of Comprehensive Predictor at or above a 94% predicted probability. 	Grade =100% Remediation encouraged
<ul style="list-style-type: none"> Completion of ATI Content Mastery Proctored Exam equal to or greater than a Proficiency Level 2 or Completion of Comprehensive Predictor at a 92-93% predicted probability. 	Grade =92% Remediation encouraged + 8% after successful review = ____%
<ul style="list-style-type: none"> Completion of ATI Content Mastery Proctored Exam equal to or greater than a Proficiency Level 1 or Completion of Comprehensive Predictor at a 90-91% predicted probability. 	Grade =84% Remediation required + 8% after successful review = ____%
<ul style="list-style-type: none"> Completion of ATI Content Mastery Proctored Exam below a Proficiency Level 1 or Completion of Comprehensive Predictor below a 90% predicted probability. 	Grade =76% Remediation required +8% after successful review = ____%
Critical Thinking Entrance Exam is not reflected in the student grade. <u>The Exit Exam is graded.</u>	Students will receive 100% if they: <ol style="list-style-type: none"> Score better on the exit exam than they did on the entrance exam OR Score higher than the Individual Mean – national or program If the student does not meet these benchmarks they will receive 50%.
Note – Remediation for the Comprehensive Predictor is the same as remediation for any other ATI exam. You must remediate and retake the exam.	

GRADING

Students have access to and should review the eCollege grading calculation method. Students are responsible to know what their grades are during the course. Please review the gradebook frequently. If an eCollege assignment or exam in the student's gradebook says the assignment or exam has not been submitted or has not been entered, it is then treated as a fact that the student did not do the assignment or exam unless the student has written proof that they did in fact complete and submit such assignment/exam as outlined in the directions. Make sure your assignments are submitted well before the due date so you can make sure they are in. All gradebook questions must be addressed by the student to the lead instructor at midterm and then again during the week before finals. There will be no changes accepted to the gradebook regarding absent or late/missed assignments or late/missed exams during finals week. It is the student's responsibility to know what their grades are and contact the instructors or their nursing coordinator for a plan to improve.

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1. **Grades:** Grades are given for both theory classes and clinical performance of clinical nursing courses. Students must earn a minimum grade of "C" with a maintained 2.5 GPA or better in all required courses of the program. Students who fail a theory or clinical course will be dismissed from the nursing program. A final grade of D or F is considered to be an unsatisfactory grade.
2. **Assignments/Quizzes/Clinical Paperwork:** All assignments must be completed and submitted on time in the manner specified by the faculty. Students may fail the course if all assignments are not completed. Late/makeup work will not be accepted (student will receive a 0%) unless previously arranged with the instructor. Students who submit late/makeup work may receive an admonition notice and if work continues to be submitted late, they will progress through the disciplinary process.
3. **Exams:** Students will notify the **coordinator/site manager AND the lead course instructor** 1 hour prior to missing the scheduled exam for the day. Failure to notify these individuals or missing more than 1 exam day may result in an admonition notice. Any exams that are not made up in one week will receive a 0% for a grade on that exam. Students must make up the exam before or on the next date they are scheduled to be on campus. In the cases of extenuating circumstances the lead instructor and site coordinator may extend the deadline for exams. It is the student's responsibility to contact the nursing coordinator to arrange a makeup exam. "Notification" means that the student sends an email with the appropriate information to the lead nursing instructor and coordinator prior to one hour before the exam is scheduled..
4. **Records of Grades:** The faculty strongly endorses the idea that each student is responsible for knowing his/her own academic status based on grades from learning activities. Grades are recorded in the eCollege gradebook. Please carefully review the student tutorial for an explanation of how grades are calculated in the program. Any time a student has unsatisfactory averages, he/she should contact the instructor for guidance.
5. **Clinical Instructor MUST BE NOTIFIED** if you are going to miss lab or clinical. When notifying instructor either by email or phone, include your **full name, campus and site**. Refer to attendance policy for questions.
6. **Clinical Grades:** Grades are awarded in clinical courses based on the student's ability to apply knowledge and skill to patient care, to meet the clinical objectives for the course, and to give safe, reliable nursing care.

The clinical instructor evaluates student performance after the clinical experience. Periodic written evaluations on student progress will be individually reviewed and signed by each student during student evaluation sessions. Responsible members of the health team may also contribute their observations of students' performance to be added to the evaluation of students.

Attendance Policy

The Dakota Nursing Program supports the college policy on attendance as stated in your college catalog. In addition, the nursing program implements strict attendance policies for classroom, lab and clinical experiences.

Regular, punctual attendance demonstrates professional behavior and responsibility. In recognition of the fact that the primary learning takes place in the teacher-student relationship, the principle governing class attendance is that the student is expected to attend all regularly scheduled classes (classroom, laboratory, and clinical) and

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is responsible for meeting course objectives. Absences may make it impossible for a student to meet course objective and result in failure of the course. A student may be excused from class or clinical with the approval of the instructor. See course syllabi for course specific attendance policies. It is the student's responsibility to make arrangements to fulfill missed assignments with the appropriate faculty member. All makeup work may have a deduction in theory, lab, or clinical applications. Please note that all missed hours in lab or clinical need to be made up with an hour for each hour missed.

After three days of theory absences, or two clinical/lab absences a student will be required to meet with the nursing coordinator or site manager and give a written explanation for the absences and provide a written plan for improvement. A student will receive an admonition notice for the 3rd theory absence, a critical behavior for the 4th theory absence, a critical behavior for the 5th theory absence and will then be dismissed from the program for excessive absences upon the 5th theory absence. The student will be given an admonition notice for the 2nd clinical/lab absence, a critical behavior for the 3rd clinical/lab absence, and a 2nd critical behavior and dismissal from the program upon the 4th clinical/lab absence. The nursing leadership team has the authority to adjust the guidelines above in a case of extenuating circumstances.

Students will notify the **coordinator/site manager AND the lead course instructor (or clinical/lab instructor if a lab/clinical is scheduled)** 1 hour prior to a theory test, lab or clinical if unable to attend. Clinical absences will result in makeup clinical hours. The nursing coordinator will seek advice from the faculty on input related to this matter. "Notification" means that the student sends an email with the appropriate information or speaks directly to the nursing instructor or coordinator per telephone or in person. In the case of a clinical/lab day, the student must speak to the clinical instructor directly or if it is impossible to reach the instructor directly, the student must leave a phone message with the clinical instructor clearly stating their name and number.

Absences related to school sponsored activities, such as an athlete attending a basketball game in which he/she is participating are exempt from this policy. Coordinators must be notified and work made up in advance of the scheduled absence when possible.

If a student has an unexcused **tardy**, or is unprepared for a clinical assignment the student will be sent home by the clinical instructor, and the day will be counted as an absence. The student will also receive an admonition notice for being unprepared for the clinical experience, along with a makeup day for that clinical.

If the student is tardy or leaves the classroom and/or lab early a total of three times it will be counted as one absence, at that point the student will be required to meet with the nursing coordinator and give a written explanation for the tardiness and provide a written plan for improvement. A student may at the coordinators discretion receive an admonition or critical behavior notice. Leaving the classroom or arriving late to a classroom with more than a 30 minute absence will be counted as an absence.

CLASSROOM/LAB/CLINICAL AREA ETIQUETTE:

Clinical Restrictions: Students are not to bring children to the clinical site or laboratory. These experiences require full attention and participation. Hazardous equipment and supplies may be accessible to children during laboratory experiences. Clinical site policies restrict children for safety reasons. Students may not leave the clinical site anytime (including during breaks) during the scheduled clinical hours; this includes visiting their car unless approved by the clinical instructor. Students may not smoke on breaks during clinical hours. Students may not carry cell phones during clinical rotations. There are no cameras allowed in a clinical facility unless used for a clinical purpose

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Skills Practice and Skills Check-off: All students are required to practice their skills in the laboratory at least 1 day before they complete their skills return. Practice time will be set by the faculty or be a minimum of twice the time expected for skill returns and student must be proficient in the skill before leaving the lab. The practice time must occur between the time the instructor demonstrates the skill up to 12 hours before lab class starts on the day the student is scheduled to re-demonstrate the skill. This prevents unprepared students from arriving early in the am and rushing through the practice. Alternate arrangements may be made at sites based on lab/clinical instructor availability but must be approved by the nursing coordinator. Students are expected to sign in for practice. Dishonesty is grounds for dismissal from the nursing program.

Students are expected to be prepared to re-demonstrate the assigned skill any time during the lab on the day the re-demo is scheduled. If a student is not prepared for the skill re-demonstration, this is considered a failed skill. All failed skills will be made up outside of class with the assigned instructor. The student failing a skill must redo that demonstration until they pass but the first grade they received will be the grade for that skill. It is the student's responsibility to make an appointment and arrange a make-up date/time with the lead lab instructor on your campus within one week to demonstrate any failed skills, to demonstrate any make-up skills, or to make up a lab. Failure to do so will be considered unprofessional behavior and will result in a zero for the skill and may be cause for disciplinary action.

If a student fails two clinical lab skills on separate days, the student and the instructor will have a conference. On the third failed skill on separate days, the student will receive an admonition notice. On the fourth failed skill on separate days, a critical behavior form will be given to the student. On the fifth failed skill on separate days, the student will receive a second critical behavior and may withdraw or will be dismissed from the program.

SPECIAL ACCOMMODATIONS:

Any student who has emergency medical information to share with me or has a disability that may prevent you from fully demonstrating your abilities should contact the instructor by appointment to discuss accommodations necessary to ensure full participation and facilitate your educational opportunities necessary to ensure full participation and facilitate his/her educational opportunities.

DROP AND WITHDRAW DATES CAN BE FOUND ON YOUR CAMPUS WEBSITE AT:

BSC – <http://www.bismarckstate.edu/current/records/calendarsdeadlines/>

DCB – http://www.dakotacollege.edu/academics_16weekcalendar.php

FBCC – http://www.fortbertholdcc.edu/pdf/Academic_Calander.pdf

LRSC – <http://www.lrsc.edu/programs/default.asp?ID=460>

WSC – <http://www.willistonstate.edu/Current-Students/Important-Dates-and-Information.html>

If you have any questions about dropping or withdrawing from a class please contact your campus coordinator or registrar.

ADDITIONAL INFORMATION:

It is expected that you will read the assigned textbook chapters PRIOR to coming to class.

All written work must be completed and turned in to the instructor prior to taking any scheduled exam. **Any assignments which are not complete and turned in will result in the student failing the course with a grade of F.**

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Students are required to read the Dakota Nursing Program student handbook upon admission to the program and submit the signature form found in the handbook showing that the student will agree to follow the information and policies found in the handbook.

Nursing is a profession which demands high standards and a strict code of ethics. There is no place in nursing for dishonesty. Anyone caught in any dishonest activity (cheating, plagiarism, copying other's work, theft, etc.) will receive an F in the course. A minimum grade of C in each course is required to progress in the nursing program.

Material for this course will be posted onto the eCollege site at <http://www.bismarckstate.edu/online/>. It is your responsibility to check this site for assignments and notes that will be given. It is also your responsibility to know what your grade is in the course by reviewing the eCollege gradebook.

WEB STREAMING:

Through the internet, the IVN courses in the Dakota Nursing Program have the ability to be viewed via web streaming. Some computers are unable to handle the webstreaming if they do not operate with enough speed. To view a streamed even, please go to <http://alt.ndus.edu/> once at this web site; look on the left hand side of the page. Scroll down to “*Video Streaming*.” Select “Services” and then “Viewing Instructions” Follow the directions to view your class or event. Classes will be available for viewing for the duration of the semester. Watching class via webstreaming does not count as attendance for class but is highly encouraged if you are unable to attend class or wish to review concepts covered in class. Please refer to attendance policy if there are any questions.

FACULTY/STUDENT COMMUNICATION:

Faculty/students are responsible for checking bulletin boards and/or mailboxes as appropriate at each campus for messages each class day. Email is used extensively within the eCollege Learning Management System, students are responsible to have a **working college email account** and check it daily during the semester. Students must also check eCollege announcements in each course at least once per week. The purpose is to assure rapid communication between students and instructors. ***Students must notify the nursing coordinator if their email address changes.***

Faculty and students must identify themselves **professionally** with each contact (mail, email, or telephone). This includes first and last name as well as identification of location within the consortium.

Communication between students and faculty should remain on a professional level with no questionable jokes, cartoons, etc. transmitted. Students using the institution's computer labs are reminded that they cannot download information onto the computer hard drives. Any information obtained must be stored on CDs, DVDs, or an alternate drive.