



Course Syllabus: Basic Nursing Care and Clinical

Wilson School of Nursing
Robert D. & Carol Gunn College of Health Sciences & Human Services
NURS 3243/NURS 3253
Spring 2026
Location: Centennial Hall 101 Wednesday 0800-1150

Contact Information

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Course Description

The course emphasizes the application of beginning theories and concepts fundamental to patient care through the life cycle. In both the Skills laboratory and clinical experiences, the student acquires basic cognitive and psychomotor skills. Students are introduced to the impact cultural diversity has on the outcome through demonstration of theory-based patient care.

Credit Hours: Six credit hours with three lecture hours and nine clinical hours per week

Pre-requisites

NURS 3103: Introduction to Nursing; NURS 3202/3312
Pathophysiology; NURS 3212/3211: Family Health Assessment & Clinical

Course Objectives

AACN Essentials: For further information regarding the AACN Essentials identified for each course objective, refer to [AACN Essentials](#).

DEC Competencies: In the DEC Competencies below, the following designations apply: I: Provider of Patient-centered Care, II: Coordinator of Care, III: Patient Safety Advocate, and IV: Member of the Health Care Team. For further information regarding the competencies identified for each course objective, refer to: [DEC Competencies](#)

Upon completion of the course, the student should be able to:	AACN	DEC
1. Apply the nursing process in the care of individuals	2.3 e 2.4 b, c, e 2.6 a 2.7 a, b	I - A, B II - A, B, C
2. Demonstrate competence in performing basic nursing skills throughout the lifespan.	2.3 a, b, c, d 5.2 a, b, c, d, e, f 8.2c 9.1 a, b, c, d, e, f, g	I - A, B II - A, D III - A, B, D
3. Integrate knowledge of research and higher education concepts when planning nursing care for individuals of diverse cultures.	2.5 b, c, d 2.6 b 2.8d 4.1 b, d, f, g 4.2 c	II - A
4. Integrate teaching-learning concepts when planning nursing care for individuals from diverse cultures.	2.2 e 2.8 b, c	II - G
5. Apply verbal, non-verbal and written communication skills when providing nursing care for individuals from diverse cultures.	2.1 b,c 2.2 a, b, c, d, f 2.3 g 6.1 a, b 8.1 a, b, c 8.2 a, b 8.3 c, d, e, f	IV - D

Textbook & Instructional Materials

ATI access to Engage Fundamentals RN 2.0
ATI Dosage Calculation and Safe Medication Administration 4.0
ATI Skills Modules 3.0
Lippincott DocuCare

Nursing Central/Unbound medicine access. You should have purchased this in FHA, however, if not you WILL need access this semester.

The digital assessment platform ExamSoft® will be utilized on for all exams. Exam-takers are required to download the test-taking software, Exemplify, prior to the first exam. Please review the Exemplify Minimum System Requirements (MSRs), found on [ExamSoft®](#).

Student Handbook

Refer to: [BSN Student Handbook](#) and [MSU Student Handbook](#)

Academic Misconduct Policy & Procedures

This course adheres to the MSU Code of Conduct. Academic dishonesty, however small, creates a breach in academic integrity. A student's participation in this course comes with the expectation that his or her work will be completed in full observance of the MSU Code of Student Conduct. A student should consult the current Student Handbook for answers to any questions about the code.

Students are encouraged to take full advantage of many resources available including online Desire 2 Learn course resources, Internet sites, other textbooks and journals, faculty, and peers when accomplishing objectives. This interactive collegial learning environment is conducive for life-long learning.

All components of the course are designed to represent the efforts of each student individually or each group of students individually when completing a group project and are not to be shared, copied, or plagiarized from other sources. When students submit their efforts for grading, they are attesting they abided by this rule.

Academic dishonesty includes cheating, collusion, plagiarism or the acquisition of tests or test questions and other academic materials such as test banks without the permission of the faculty. Cheating, collusion, or plagiarism is defined as: (1) cheating - intentionally using or attempting to

use unauthorized materials, information, equipment, or study aids in any academic exercise; (2) collusion - the unauthorized collaboration with another person in preparing work offered for credit; (3) plagiarism - intentionally representing the words or ideas of another as one's own in any academic exercise.

Academic dishonesty (cheating, collusion, plagiarism, etc.) will not be tolerated in this class. Whenever a student is unsure of whether a particular situation will be interpreted as academic dishonesty, he or she should ask the instructor for clarification.

Unless otherwise specified, the use of Automated Writing Tools, including ChatGPT and similar artificial intelligence (AI) tools, is strictly prohibited in this course, even when properly attributed. The use of automated writing tools is considered plagiarism (as defined by SRRR 9.3) and will be handled in accordance with existing policy.

Any student found to be academically dishonest as defined above in any assignment will automatically receive a grade of "0" on the assignment.

Additional guidelines on procedures in these matters may be found in the Office of Student Conduct. [Office of Student Conduct](#)

Moffett Library

Moffett Library provides resources and services to support student's studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and use information. Get started on this [Moffett Library webpage](#) to explore these resources and learn how to best utilize the library.

Grading

- The final course grade will be calculated in the following manner:
- There will be no rounding of grades.
- Students must score at least a 74% average on objective exams to successfully complete the course. If a student scores less than a 74% overall average on the five objective exams, the average of the five objective exams will be the grade recorded for both the classroom and clinical sections of the course.
- Students must earn an average of 85% on all clinical components. Students who do not meet the overall 85% clinical average will not pass the course.

- Once students earn at least 74% average on objective exams AND 85% average on clinical components, all other grades will be added to calculate the final course grade.
- Final course grade MUST be at least a 74% to pass the course.
- Exam and clinical averages are considered separately before looking at final course grade. Each component must meet the required average.
- If a student receives less than passing (74%) on exams or less than 85% on clinical components, the maximum grade earned for the course will be a grade of "D" and the student will not be permitted to progress in the program. The lower of the earned grades will be the final course and clinical grade.
- Clinical Hours: Students must complete the 135 hours to successfully complete the course. Students who do not meet the clinical requirements and hours will receive an "F" as the course and clinical grade for the semester.

Table 1: Percentage for each category

Assignments	Percentage
Exams (5)-4 Unit Exams and 1 Comprehensive Final	65%
Class Assignments: ATI Engage Fundamentals Post-test modules; Quizzes, Group Activities/Assignments	5%
Clinical Assignments: Dosage Calculation Exam, Final Practicum, Professionalism and Preparedness Lab & Clinical, ATI Dosage Module Post-tests, DocuCare Assignments (3), 135 clinical hours (pass/fail)	30%
Total	100%

Table 2: Wilson School of Nursing Grading Scale.

Grade	Points
A	90-100
B	80-89
C	74-79
D	65-73
F	Less than 65

Homework/Class Assignments

Course activities (NURS 3243 and 3253): Information relevant to each unit of study will be presented in class. Students should come to class prepared to participate using Nursing Central and ATI resources, reading assignments, class assignments/quizzes, group work/class participation and online learning. Participation in group activities is required. There will be occasions when a group activity may count as a grade. Group activities cannot be made up; therefore, attendance is highly encouraged.

Readings (NURS 3243 and 3253): Assigned ATI activities are essential for each unit of study. ALL ATI Engage Fundamentals Modules POST EXAMS are MANDATORY. Incomplete modules will result in an overall assignment grade of zero. If you receive a zero due to incomplete modules, your overall course grade will be affected leading to possible failure of the course.

ATI Dosage Calculation Modules are counted as clinical hours. To receive full credit, ALL modules must be completed. Incomplete ATI Dosage Calculation Modules will result in an automatic zero, incomplete clinical hours, and clinical failure. You cannot pass the course if you fail clinical.

Quizzes

There will be three (3) Dosage Calculation Quizzes administered. Quizzes are considered class assignments worth 10-15 points each depending on the number of questions. Quizzes will be timed approximately 1.5 minutes per question. Students will be provided a basic calculator for any quizzes administered on paper. Students will use the calculator in ExamSoft if quizzes are administered electronically. Dates for quizzes will appear on the course schedule.

Exams

Exams are listed on the course calendar, and all exams will be given in CE 101 unless noted on calendar.

There are five exams: (4) Unit Exams and one (1) Comprehensive Final Exam

Module exams: Exams are administered at the beginning of class days. See calendar for exam days/times. Each unit exam is 50 questions with a 75-minute time limit. Unit exams may cover material covered in previous courses, textbook readings, classroom activities, skills labs, dosage calculation, and assignments. Final exam is **comprehensive** and will consist of 100 questions with a 150-minute time limit. The comprehensive exam will cover material presented throughout the semester.

Unit objectives are found at the beginning of each assigned chapter. These objectives will help you focus on what to study for each exam. Required readings are found on the course calendar.

All exams are required. If the professor finds that an exam needs to be rescheduled, students will be notified.

*Exam Policy:

1. Exam Soft requires loading Exemplify application for taking course exams. Exam Soft is purchased online each semester. Please have this done prior to the first dosage calculation quiz.
2. There are not enough electrical outlets for use by all students during exam administration, make sure your battery is 100% charged.
3. Students are responsible for having a compatible computer or tablet on which to take the exams.
4. Presence of a device capable of calling or texting in the classroom during an exam will result in an automatic zero (0) on the exam. It is advised to leave cell phones and smart watches at home. If in the room, smart watches must be removed and placed at the front of the room and phones must be turned OFF. If a phone rings or makes noise more than once during an exam the owner will receive a zero (0) on the exam.
5. If a student is suspected of cheating in any way, a zero (0) will automatically be given for the exam.
6. Students will have *5 business days* following the published results of an exam to contact the course faculty via email for any test concerns.
7. Exam Soft will provide students with user identity codes, initial passwords, and instructions on how to load Exemplify. Students must maintain ready access to user identity codes and passwords on exam days. If these access codes are not available for use, the student runs the risk of not taking an exam and earning a grade of zero (0).
8. No food or drinks will be allowed during the exam.
9. Hats and hoodies may not be worn during the exam.

10. All backpacks/bags will be placed at the front of the room and may be retrieved once the exam is complete, uploaded, and the test code page has been turned into the instructor.
11. Students will not be permitted to leave the room during the exam until it is uploaded. No bathroom breaks are allowed during an exam. If students must leave, their exam must be uploaded with the confirmation screen shown to the instructor and exam access code/scratch paper turned in.

Clinical Requirements/Information

Students are required to complete 135 clinical hours. See hours breakdown.

Clinical Hours Breakdown	135 hours
<i>Clinical Orientation</i>	7 hours
<i>CPR</i>	4 hours
<i>Skills Lab experiences/Preparation</i>	30 hours
<i>Patient care experiences –</i>	48 hours
<i>DocuCare/Documentation</i>	12 hours
<i>Dosage Calculation</i>	30 hours
<i>Practicum & Dosage Calculation Exams</i>	4 hours

Clinical Compliance Requirements

Students are required to be compliant with immunizations, health insurance, and liability insurance via Castlebranch by clinical orientation. Failure to maintain compliance will result in a failure of the clinical and the course.

Clinical Orientation

1. Each Student is **required** to attend CPR Training Wednesday, January 21, 2026.
CPR Training will take place at **French Country Farms, 4146 FM 367, Wichita Falls, Tx 76305** from **0900-1300**. Students are required to be in clinical attire during this CPR Training.
2. Each student is to complete 7 hours of Clinical Orientation from 0830 to 1630. **All Students** enrolled in NURS 3243 & 3253 will be required to attend Tuesday's clinical orientation on Tuesday, January 20, 0830-4:30pm at **Legacy Hall Multipurpose Room**. This is a **MANDATORY** orientation.
3. Students are to wear the approved dress code attire, and bring a pen, paper, watch with second hand.

Skills Lab Experiences

1. Each student is scheduled for 6 Skills Lab experiences.

2. Prior to each Skills Lab experience, the student is to complete a pre-skills lab assignment located on the ATI Skills modules.
3. Students are to wear the approved dress code attire, and bring a pen, paper, watch with second hand, blood pressure cuff, stethoscope, penlight and tape measure.

Final Practicum

1. Practicum occurs at the end of the semester. Date and time will be announced.
2. Sterile field: Student may verbalize breaking sterile field no more than twice.
3. Not verbalizing a break in sterile field will lead to practicum failure regardless of meeting all other required skill components.
4. Students are allowed one practicum retake as scheduled by faculty. Retakes are monitored and recorded by two faculty. Inability to pass the retake results in failure of the course.
5. Detailed practicum information will be provided in class/skills lab

Phones

Phones will be collected upon attendance at lab and clinical. If phones are not turned in, clinical/lab failure will be given for the day. Clinical/lab failures can only be rescheduled at the discretion of the clinical coordinator as time may allow. If a situation arises that requires the student to monitor their phone, please alert your instructor.

Patient-care experiences

Clinical compliance is required prior to all clinical experiences. If a student is not compliant in CastleBranch by the deadline, they **WILL NOT BE ALLOWED** to attend clinical.

1. Each student is scheduled for six patient-care experiences.
2. Prior to each patient-care experience, the student is to complete the pre-clinical assignment posted on D2L. The student is to bring the completed pre-clinical experience to the clinical rotation.
3. Students are to report to the clinical agency per clinical instructor's time frame, wearing the approved dress code attire and in possession of the required supplies (stethoscope, penlight, watch with a second hand, tape measure, and a pen. It is highly recommended each student wear a mask, available per facility protocol.
4. The patient-care experiences include post-conference time with the student's clinical instructor. The location will be announced.
5. A thirty-minute lunch time will be provided during the clinical day. Students may bring their lunch or purchase one at the clinical facility. Students may not leave the facility during the lunch break.

6. The student is to notify the clinical instructor prior to the experience if the student cannot attend the clinical day for any reason. The clinical day must be rescheduled, at the discretion of the instructor.
7. Scheduling of clinical experiences is on an available basis. Should there be no option for the clinical instructor to provide the experience, the student will receive a failing grade in the clinical and classroom components of the course due to not having completed all the required clinical hours. Every effort will be made to assist students in rescheduling clinical experiences missed due to legitimate reasons; however, the student should make every effort to attend clinical experiences as they are scheduled.
8. Due to the availability of clinical sites, clinical experiences may be scheduled on Tuesday, Thursday, Friday, Saturday, or Sunday.

Docucare Assignments

Students will complete three (3) Docucare assignments on Lippincott Docucare. Assignments will be completed on clinical week 2, week 4, and week 6 patients. The assignments will involve a patient you cared for in clinical. Students will enter required data as stated in the rubric/instructions. A full care plan is also required for each assignment. All requirements for the assignment are in D2L and will be discussed in class. Assignment due date is 3 days from your clinical day (Ex: if clinical day is Tuesday, assignment is due on Friday by 11:59 pm). Failure to complete these assignments will lead to failure of clinical portion and failure of the course.

Dosage Calculation

1. ATI Dosage Calculation will be completed online. ATI Dosage Calculation will be opened and close on scheduled dates. Due Dates are listed on the Course Calendar posted on D2L. Completion of ALL ATI Dosage Calculation Modules is MANDATORY.
2. Each student must earn an average of 85% on the Dosage calculation exam and the lab practicum (the two grades averaged together).

Infractions Constituting Clinical Failure

Failure of the clinical component of the course occurs when the student receives an unsatisfactory rating in any area of the evaluation tool or does not complete 135 hours of clinical. Absences will be rescheduled at the discretion of the course coordinator.

Certain behaviors result in an unsatisfactory rating in the professional behavior section of the evaluation rubric.

Three incidents of infractions to the standard of professional behavior to include but not limited to:

- Arriving to a clinical experience without bringing a completed pre-clinical assignment or the pre-simulation assignment even if allowed to stay in the clinical
- Not conforming to the dress code even if allowed to stay in the clinical
- Not bringing appropriate supplies to the clinical experience even if allowed to stay in the clinical
- Unprofessional/inappropriate language or gestures
- Unprofessional/inappropriate behavior such as disrespectful behavior, chewing gum, using tobacco products in non-smoking areas, disruptive behavior, or failure to comply with a written or verbal instruction
- Arriving late to any clinical site even if allowed to stay in the clinical
- Non-compliance with the policy to notify the instructor and the agency of a clinical absence prior to the absence or as soon as possible if immediate notification is not possible
- Non-compliance with the policy to receive written prior approval before attending the clinical and/or the policy to notify the clinical instructor of absences prior to missing the clinical or as soon as the student realizes he/she must leave the clinical experience
- Leaving the premises without permission from the clinical instructor
- Failure to complete assignments by the due dates
- Failure to return from meals or breaks at the assigned time
- Use of a cell phone for calling, texting, e-mailing, or receiving calls, texts, or e-mails in the clinical area unless given permission by the clinical instructor

Two incidents of infractions to the standard of professional behavior to include but not limited to:

- Disregarding patient confidentiality without malice or intent to disclose
- Patient negligence that does not result in patient injury
- An error in care that does not result in patient injury
- Cheating, collusion, plagiarism, or stealing.

Cheating/collusion/plagiarism - cheating means intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise; collusion means the unauthorized collaboration with another person in preparing work offered for credit; plagiarism means intentionally representing the words or ideas of another as one's own in any academic exercise

- Committing two infractions from the list above as well as one in this list

Infractions to the standard of professional behavior that results in immediate failure of the clinical component of the course to include but not limited to:

- Administering medications or implementing sterile or invasive procedures without the direct supervision of a faculty member or preceptor
- Failing to check two patient identifiers prior to administering medications or implementing sterile or invasive procedures
- Failing to maintain compliance with clinical requirements
- Testing positive for illicit drugs or alcohol
- An error in care or patient negligence that harms a patient
- Falsification, omissions or lying
- Intentionally revealing confidential information
- Placing self, staff, or patient at risk of harm due to abandonment of duties and/or sleeping during clinical experiences
- Failure to report a patient care error or incident
- Physical or verbal abuse of patients, patient's family members, faculty or staff

Mid-Term Progress

To help students keep track of their progress toward course objectives, the instructor for this course will provide a Midterm Progress Report through each student's Navigate account. Midterm grades will not be reported on the student's transcript; nor will they be calculated in the cumulative GPA. They simply give students an idea of where they stand at midpoint of the semester. Students earning below a C at the midway point should schedule a meeting with the professor and seek out tutoring through the Tutoring & Academic Support Programs (link to the website <https://msutexas.edu/academics/tasp/>).

Midterm Clinical Evaluations will also be conducted by the assigned clinical faculty to help students track progress in clinical.

Final Exam

Final exam is comprehensive covering all material throughout the semester. The final exam consists of 100 questions with a 150-minute time limit. The final exam score is included in the 65% exam portion of the course. Final exam will appear on the Course Schedule. Date and time for the final exam is May 13 8:00am. See MSU [Final Exam Schedule](#)

Extra Credit

It is the policy of the nursing program to not assign or accept extra credit.

Late Work

No credit will be awarded if an assignment is submitted after the due date. If there are any questions or concerns regarding a grade, the student must contact the faculty within 24 hours of the due date to dispute the grade. Once 24 hours after the due date has passed, no further changes will be made on the grade.

Make Up Work/Tests

Should the student be absent from an exam, it is the student's responsibility to notify the course coordinator at least two hours prior to the exam or as soon as possible if an emergency is the cause of missing the exam. All medical emergencies will require a release to return to the clinical course from a licensed medical provider. Students may make-up exams on the make-up exam session as documented on the course calendar or a date scheduled by the instructor.

Failure to comply with this policy will result in a zero for the exam(s) missed. Any make-up exam may be different from the original exam and may include multiple choice, essay, short answer, true/false, and/or matching questions. Make-up exams will be on the scheduled make-up dates in the course calendar.

Nursing Program Failure Policy

Students must meet all course and clinical requirements, or a grade of F will be assigned.

Students are expected to pass both clinical and classroom components of the course. Failure in either clinical or classroom will result in failure in both. Clinical failure results in a course and clinical grade of F. Classroom failure results in the grade earned in the classroom for both course and clinical.

Students who fail (receive below a "C") in two or more in-program nursing courses cannot seek readmission. Students may drop courses without those drops counting as failures. Dropping a course must be done by the withdrawal deadline.

The faculty reserves the right to recommend to the School of Nursing Chair and College of Human Services and Health Sciences withdrawal of a student from the nursing program for health, legal, or academic reasons, particularly if client care is jeopardized. In addition, the student must perform within the ANA Standards of Practice and Code of Ethics.

Important Dates

- Last Day to drop with a grade of "W:" April 29, 2026 by 4:00 pm. See [Academic Calendar](#).
- Refer to: [Drops, Withdrawals & Void](#)

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

Attendance

Students are encouraged to attend all lectures. Students may be dropped from the course for excessive absences (more than 4) per university policy.

Instructor Drop

An instructor may drop a student at any time during the semester for excessive absences (more than 4), for consistently failing to meet class assignments, for an indifferent attitude, or for disruptive conduct. The instructor must give the students a verbal or written warning prior to being dropped from the class. An instructor's drop of a student takes precedence over the student-initiated course drop of a later date. The instructor will assign a grade of either WF or F through the 8th week of a long 45-hour semester, the 6th week of a 10-week summer term, or the 11th class day of a 4- or 5-week summer term consisting of 20 days. After these periods, the grade will be an F. The date the instructor drop form is received in the Office of the Registrar is the official drop date.

Refer to page 27 at <https://msutexas.edu/student-life/assets/files/handbook.pdf>.

Computer Requirements

Assignments and exams in this course are administered electronically. It is the student's responsibility to have access to a suitable device to complete the assignments and exams. Computer failure is not a suitable excuse for missing assignment dates. If the student's computer is not functioning at exam time, the student may elect to take the make-up examination at the date scheduled in the course calendar.

Instructor Class Policies

- **Timeliness** is expected in all aspects including being on time for class, exams, and submission of assignments. Showing up late to an exam results in having to make up the exam. Students will not be permitted to enter late to exams.
- **Respect** for faculty and peers is always expected. Distracting behaviors such as talking, texting, working on other assignments during class, or inattentiveness will not be tolerated, and you may be asked to leave the classroom.
- Students must take an **active role** in their learning and demonstrate **accountability** including evidence of commitment, responsibility, and communication.
- Desire 2 Learn (D2L) is available as a communication tool. Students are expected to check their D2L course for course announcements daily.
- This syllabus is subject to change. All students will receive a D2L message should there be changes to the syllabus or course schedule.
- Communication: Communication with faculty for this course should be through D2L emails or
- MSUtxas.edu email. MSU emails are listed on the first page of this syllabus. Students are welcome to leave a voicemail on office phones, however, be advised that faculty members office hours vary and are subject to change

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exists in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors

to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Student Wellness Center, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

College Policies

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

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 has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more

information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “*Run. Hide. Fight.*” which may be electronically accessed via the University police department’s webpage: [“Run. Hide. Fight.”](#)

Grade Appeal Process

Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

Course Schedule:

*Notice: Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor. See course schedule for topics, quizzes, exams, and important dates.

Note: Clinical schedule will be handed out separately. DocuCare Assignment due dates will vary according to clinical day

Course Week	Class Day/Topics	Assignments/Dosage Calculation
<p>Week 1 Jan. 21</p> <p>Note: Normal class day is on Wednesday; however, due to CPR, we will have orientation/class on Tuesday, 1/20</p>	<p>1/20-Class/Clinical/Lab Orientation 0830-1630- Legacy Hall</p> <p>1/21-CPR 0900-1300 (or until finished)</p> <p><u>Important Dates:</u> CPR- 1/21;</p> <p>*Review Vital Signs *Review Patho *ATI Critical Thinking*</p> <p>CASTLEBRANCH-MUST BE COMPLIANT to attend clinical; NO EXCEPTIONS</p>	<p>ATI Post Test – Vital Signs</p> <p>Open – 1/20 Close/Reopen –2/11</p> <p>*All Assigned Post Module Test will be closed the day of Lecture</p> <p>ATI-Dosage-Med Administration; work on conversions</p> <p>ATI-Dosage-Oral Medications</p> <p>Open-1/20; Close -4/22</p> <p>NOTE: ALL ATI Engage Fundamentals. Post Module Exams are MANDATORY. ALL Dosage Calculation Modules are MANDATORY</p>
<p>Week 2 January 28</p>	<p>1/28- Room 101 0800-1200 Patho/ Concept Map</p> <p>ATI-Clinical Judgment, Hygiene</p> <p>Maslow's Activity & DocuCare</p>	<p>ATI Post Test- Clinical Judgment, Hygiene</p> <p>Open – 1/20 Close – 2/11</p> <p>ATI-Dosage-Injectable Medications</p> <p>Open – 1/20; Close - 4/22</p>

Course Week	Class Day/Topics	Assignments/Dosage Calculation
Week 3 February 4	2/4 – Room 101 0800-1200 (CVAD) ATI - Mobility, Safety, Communication Quiz #1-Dosage Calculation; Conversions, Med Administration/Oral and Injectable Meds *Maslow's and DocuCare continued	ATI Post Test - Mobility, Safety, Communication Open – 1/20 Close/Reopen -2/11 ATI-Dosage Calculation- Powdered Medications Open-1/20; Close -4/22 WATCH CVAD Video on D2L
Week 4 February 11	2/11 - Room 101 EXAM #1 After Exam #1-DocuCare and Dosage Calculation review/help	*Start looking over ATI Elimination Open –1/20 Close –3/4 ATI Dosage Calculation- Safe Dosage Open-1/20; Close -4/22
Week 5 February 18	2/18 - Room 101 <i>ATI-QI</i> <i>ATI – Elimination</i> <i>Quiz #2-Dosage Calculation-Powdered Meds/Safe Dosage/Conversion</i>	ATI Post Test – Quality Improvement(QI), Elimination Open – 1/20 WATCH Foley Demo D2L Close – 3/4 ATI-Dosage Calculation- Dosage by weight; Open-1/20; Close-4/22
Week 6 February 25	2/25 - Room 101 ATI – Nutrition ATI - Documentation	ATI Post Test – Nutrition, Documentation Open – 1/20 Close – 3/4 ATI-Dosage Calculation- Pediatric medications Open-1/20; Close -4/22

Course Week	Class Day/Topics	Assignments/Dosage Calculation
Week 7 March 4	3/4 - Room 101 EXAM 2 After Exam #2-Dosage Calculation review/help	ATI Post Test- start looking over Oxygenation and Fluid/Electrolytes Open – 1/20 ATI-Parenteral Medications ATI-Critical Care Medications Open-1/20; Close -4/22
Week 8 March 18	3/18- Room 101 ATI - Oxygenation & Fluid/Electrolytes Quiz #3-Dosage Calc- Pediatric Meds/Parenteral Meds/Critical Care Meds	Post Test – Oxygenation; Fluid & Electrolytes Open – 1/20; Close -4/1
Week 9 March 25	3/25 - Room 101 ATI – Surgical Patient, Scope and Standards Practice Exam-Dosage Calculation	Post Test- Surgical Patient, Scope of Practice Open-1/20 Close -4/1
Week 10 April 1	4/1- Room 101 EXAM 3 After Exam #3-Dosage Calculation review/help	Start reviewing Pain management/Meds; Practice Dosage Calculation for exam next week
Week 11 April 8	4/8 - Room 101 ATI – Pain Management ATI – Medications Dosage Calculation EXAM	Post Test – Pain Management, Medications Open – 1/20 Close -4/29

Course Week	Class Day/Topics	Assignments/Dosage Calculation
Week 12 April 15	4/15 - Room 101 ATI –Sleep and Rest, Sensory ATI – Complementary and Integrative Health	Post Test– Sleep and Rest, Sensory; Complementary and Integrative Health, Open – 1/20; Close – 4/29
Week 13 April 22	4/22 - Room 101 ATI – Grief/End of Life Dosage Calculation EXAM-Attempt #2	Post Test - Grief/End of Life Open – 1/2 Close – 4/29 *ALL Dosage Calculation Modules MUST BE COMPLETE by 4/22 to get full credit in gradebook.*
Week 14 April 29	4/29- Room 101 EXAM #4	Last Day to Withdraw; must be done by 4 pm.
Week 15 May 6	5/6-Room 101 Final Exam Review Practicum Week	Schedule to be Posted for practicum date/time; each student will be assigned a time slot.
Week 16 May 13	12/10-Room 101 0800 -Comprehensive Final Exam	*CALENDAR is Subject to Change*

*Spring Break March 9-March 14

- Important Notes: ****CALENDAR and Syllabus are SUBJECT TO CHANGE****
 - Topics for Class-Information located in ATI Engage Fundamentals
- Dosage Calculation Modules: Located in ATI under Dosage Calculation and Safe Medication Administration
 - All Skills Lab Sheets with scheduled lab activities and pre-clinical lab assignments are in D2L. Lab sheets will tell you which videos to watch to prepare for lab. Skills videos are available in ATI Skills Modules in ATI. Preclinical must be completed prior to your lab day.
 - Class time: may include group activities, active learning, and lecture:
 - Group work cannot be made up.
 - Prepare for Class
- Do not fall behind as the course covers quite a bit of material. You must be on top of your studies. Avoid procrastination.
- Dosage Calculation-You will complete modules in ATI. The modules explain how to do the basic formulas. Worksheets may also be handed out on occasion to supplement your learning. There will be some time set aside on certain class days to cover some dosage calculation. If you are struggling, please ask for help sooner rather than later. ALL ATI Dosage Calculation Modules are MANDATORY. ***ALL Dosage Calculation Modules MUST BE COMPLETE by 4/22 to get full credit in gradebook.*** ***Incomplete Dosage Calculation Modules leads to incomplete clinical hours and clinical failure.**