

**FAMILY HEALTH NURSING CARE I**  
**NURS 3423/3422**  
**Spring 2024**

*Location: Centennial Hall 340 Monday 1300-1550*

(Please Note: This is the official course syllabus for student use this semester; therefore, students enrolled in this course will be held accountable for all contents which follow. This syllabus is subject to change. Students will be notified of any changes to the syllabus via D2L News notification)

<b>Course Faculty</b>	<b>Office Location</b>	<b>Contact Information</b>	<b>Email Address</b>
Melissa Witherspoon RN, MSN-Ed, DNP <i>Course Coordinator</i>	Centennial Hall Room N440J	Office: (940) 397-4599 Cell: (940) 923-6146 Office hours Monday/Wednesday 0900-1200 Also, by appointment	<a href="mailto:Melissa.witherspoon@msutexas.edu">Melissa.witherspoon@msutexas.edu</a> Or email via course D2L Email is the preferred communication method. Texting is NOT appropriate unless it is an EMERGENCY.

**Course Description and Goals**

Welcome to Family Health Nursing Care one. This didactic and clinical course involves application of theories and concepts across the span of adult life to include specific medical-surgical conditions. Emphasis will be placed on integrating previously learned cognitive, psychomotor, and affective knowledge in the care of the individual client, her, or his family, as well as groups and communities (IFGC) through application of the nursing process. Course content will focus on diseases and disorders of the musculoskeletal, gastrointestinal, endocrine, genitourinary, fluid/electrolyte, and acid/base balance systems.

**Prerequisites**

NURS 3243/3242 (Basic Nursing), NURS 3313 (Pharmacology)

**Credit Hours**

Successful completion of both courses awards five (5) credit hours – NURS 3423 is comprised of three (3) lecture hours per week and NURS 3422 requires six (6) clinical hours per week to earn two (2) credit hours.

**Placement**

Second semester of junior year (BSN)

**Learning Experiences**

Lecture, discussion, audiovisual aids, assigned readings, and clinical experiences.

**Student Learning Outcome**

Students will administer medications using techniques that ensure patient safety. [Assessment method: 90% of the Math for Nurses questions included on exams in NURS 3423/3422 Family Health Nursing Care I will have a level of difficulty of at least 0.8 (80% correct).]

### AACN Essentials

For further information regarding the American Association of Colleges of Nursing (AACN) Essentials identified for each course objective, refer to the BSN Student Handbook.

### DEC Competencies

In the Differentiated Essential Competencies (DECs) noted below, the following designations apply I: Member of Profession; II: Provider of Patient-Centered 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 the BSN Handbook.

### NCLEX Test plan

[https://www.ncsbn.org/public-files/2023\\_RN\\_Test%20Plan\\_English\\_FINAL.pdf](https://www.ncsbn.org/public-files/2023_RN_Test%20Plan_English_FINAL.pdf)

### Course Objectives

Upon Completion of this course the student will be able to:

Course Objectives	AACN Essentials	DEC Competencies
1. Apply professional knowledge and theories to the nursing care of persons and families throughout the lifespan.	1.1b, 1.2a, 1.3a, 1.3b 3.1a, 3.1b, 3.1c, 3.6d, 3.6e 4.2a, 4.2c 5.1a, 5.1b, 5.1c, 5.2d 6.1a, 6.1b 7.3a 8.1c, 8.2a, 8.2c	I: A, B II: A, B, C, D, E, F, G III: A, B, C, D IV: A, B, C, D
2. Integrate effective communication, research, and teaching-learning principles in providing care for persons and their families.	2.1a, 2.1b, 2.1c, 2.2b, 2.2c, 2.2f, 2.3g 6.1a, 6.1b, 6.1c, 6.1e, 6.1f, 6.2c, 6.3a, 6.3b, 6.3c 9.1c, 9.2a, 9.2b, 9.2f, 9.2g	I: A, B II: A, B, C, D, E, F, G III: A, B, D IV: A, B, C, D
3. Utilize the nursing process in a systematic manner in the care of IFGC.	1.1b, 1.2a, 1.3a 2.3a, 2.3b, 2.3c, 2.3d, 2.3e, 2.4a, 2.4b, 2.4c, 2.4d, 2.5c, 2.5d, 2.5e, 2.6a, 2.6d, 2.7a, 2.7b, 2.8a, 2.8c, 2.8d, 2.9d, 2.9f 5.1c 7.3a 8.1a, 8.1b, 8.1c, 8.3a, 8.3b, 8.3c, 8.4a, 8.4b, 8.4c	I: A, B II: A, B, C, D, E, F, G III: A, B, C, D IV: A, B, C
4. Utilize nursing knowledge when implementing affective, cognitive, and psychomotor nursing skills.	1.3a, 1.3b 2.1a, 2.1b, 2.1c, 2.2a, 2.2b, 2.2c, 2.2e 4.1a, 4.2a, 4.2c 5.1a, 5.1b, 5.1c 9.2b, 9.2f	I: A, B II: A, B, C III: A IV: E
5. Relate knowledge of higher education concepts in health to identify nursing interventions.	4.2a, 4.2c 5.1a, 5.1b, 5.1c 6.1a, 6.1b, 6.1c, 6.3a, 6.3b, 6.3c	II: A, B, C III: A

6. Demonstrate professional accountability in providing holistic care in a variety of settings.	4.2a, 4.2c 5.2a, 5.2b, 5.2c, 5.2d, 5.2e, 5.2f, 5.3d 6.1a, 6.1b, 6.1e, 6.1f, 6.3c 9.3c, 9.3d, 9.4b, 9.4c, 9.5a, 9.5b, 9.5c, 9.5d, 9.5e 10.1b, 10.2a, 10.2b	I: A, B II: A, B, C III: A, B, C, D IV: A, B, E
7. Implement nursing interventions with individuals and their families who present for nursing care.	1.3a, 1.3b 2.1a, 2.1b, 2.1c, 2.2a, 2.2b, 2.2c, 2.2e 4.1a, 4.2a, 4.2c 5.1a, 5.1b, 5.1c 9.2b, 9.2f	I: A, B II: D, E III: A, B, D
8. Examine the legal and ethical issues related to the care of individuals and their families in a variety of settings.	3.1i, 3.2a, 3.2c, 3.3a, 3.3b 4.2a, 4.2b 6.1a, 6.1b, 6.1e, 6.1f, 6.2c, 6.3c 8.5a, 8.5c, 8.5e 9.1a, 9.1b, 9.1e, 9.1f, 9.1g	I: A, B II: E III: A, B, C, D IV: B
9. Discuss the evolution of social, cultural, and historical aspects of health care and their influences on family health in nursing.	1.1a, 1.1b, 1.1c, 1.1d, 1.2a, 1.2d, 1.2e, 1.3a, 1.3b, 1.3c 2.1a, 2.1b, 2.1c, 2.2a, 2.2b, 2.2c, 2.2e, 2.4d, 2.5g, 2.8b, 2.8c, 2.8d, 2.9d 3.1a, 3.1g, 3.2c, 3.4b 6.1a, 6.1b, 6.1d, 6.4a, 6.4b, 6.4d 7.2b, 7.2d, 7.3a 8.1a, 8.1c 9.1a, 9.1b, 9.1c, 9.1d, 9.1e, 9.1f, 9.1g, 9.2a, 9.2b, 9.2c, 9.2d, 9.2e, 9.3c, 9.3g, 9.5c, 9.5e, 9.6a, 9.6c	II: B, E

**These course objectives will be applied to studies in the following areas:**

The musculoskeletal system, gastrointestinal system and other related organs, the endocrine system, fluid electrolyte balance, acid-base balance, urinary system, and burns.

**Grading Scale**

Letter Grade	Numerical Grade
A	90-100
B	80-89
C	74-79
D	65-73
F	≤ 64

## **Required Textbooks/Materials**

Hinkle, J. L. & Cheever, K. H. (2022). *Brunner & Suddarth's Textbook of Medical-Surgical Nursing*, 15<sup>th</sup> ed. Philadelphia, PA: Lippincott Williams & Wilkins.  
ISBN 13: 978-1-9751-8677-7

Below is the direct link to purchasing the Lippincott course materials.

<https://linkprotect.cudasvc.com/url?a=https%3a%2f%2flippincottdirect.lww.com%2fNursingEducation-MidwesternStateUniversityWichitaFalls-Spring2024&c=E,1,5T53IDwvzudY9GEM-J7cKXlrxH2HL3ZJmcgj69FW8zjzC6nYIXfOO5mNyFkMKvXd3AVVdJOIP-d98ip4qIDFUe5AzBe5MUP736lernPBKE34G8zmKO5M&typo=1>

**CoursePoint+** Your CLASS CODE is: C046357A  
**Access will be discussed during course/clinical orientation.**

1-800-468-1128 or [techsupp@lww.com](mailto:techsupp@lww.com) for assistance.

## **ATI Testing**

Purchase access through the Mustang Marketplace

## **Lippincott DocuCare**

- This course will utilize DocuCare for classroom activities, skills lab, and clinical learning experiences. This resource may be purchased through the link above.
- **Access will be discussed during course/clinical orientation.**

## **Technology Requirements**

- You must have a device that meets the WSON technology requirements. For further information, see the student handbook.
- <https://msutexas.edu/academics/hs2/nursing/bsn/bsn-handbook-2019-2020-final.pdf>

## **Nursing Central Resources**

- Phone App. You should have these resources from previous semesters.
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## **Exemplify (ExamSoft)**

- 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 the ExamSoft® website
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**MSU and BSN Student Handbooks:** Students are responsible for reading, understanding, and complying with the policies stated in these publications.

## **Evaluation Methods**

The final course grades will be calculated in the following manner:

Course Evaluation	Content	Weight
Exam: Unit I	Musculoskeletal System	10%

Exam: Unit II	Gastrointestinal System	10%
Exam: Unit III	Metabolism/Endocrine System	10%
Exam: Unit IV	Fluid Regulation & GU Elimination	10%
ATI Nutrition Exams and remediations	Nutrition	10%
Comprehensive Care Plan	Comprehensive	10%
PrepU quizzes, & MFN quizzes	Comprehensive	5%
Attendance & Participation in classroom activities	Comprehensive	5%
Clinical component	Comprehensive	30%
Total		100%

Clinical Component Evaluation	Content	Weight
Present, prepared, participated, and professional evaluation per experience. (4 Ps evaluation-see guidelines in clinical course requirements)	Lab and acute care clinical experiences	15%
DocuCare assignments FLIP videos (I PASS)	3 assignments (DocuCare) and 2 videos (FLIP) based on United Regional clinical experiences	25% (Assignment 1 = 3% Assignment 2 = 5% Assignment 3 = 15%) FLIP videos 1% each x 2
Objective Structured Clinical Examination (OSCE)	Focused assessments, safe medications administration, clinical reasoning	30%
Medication and dosage calculation exam	Medication list provided, Math for Nurses (MFN)	30%
Total		100%

**There will be NO rounding up of any grades!**

### **Course Requirements**

1. Students must complete all the components of the course to pass.
2. Classroom and clinical performances (on campus, in the Skills lab, in the Simulation Center and/or patient clinical experiences) will be evaluated. Students are expected to pass both clinical and classroom components of the course. Failure in either one will constitute failure in the course.

### **Passing Standards**

Students must score at least a 74% average on the classroom exams by the end of the course. If students score less than a 74% average on the classroom exams, the actual exam average earned will be the final course and clinical grade at the end of the semester. No other grades from course assignments will be included in the final course grade.

### **Clinical Requirement**

Students are required to score at least an 85% clinical grade average within the course. The clinical grade average will be a component of your course grade.

Less than 85% clinical grade average, results in a failure of the course. Students who fail clinical will receive an "F" as the course and clinical grade.

## **Course Attendance**

Students are encouraged to attend all lectures. Students may be dropped from the course for excessive absences per university policy. For this course, excessive absences are more than four (4) absences during the semester. Attendance records may be maintained throughout the semester. Students must be present in the classroom during class sessions to be eligible to take weekly quizzes and participate in course activities. No arrangements will be made for missed classroom activities. No points will be awarded for missed quizzes or classroom activities.

## **Attendance & Participation in classroom activities**

Students will receive 1 point for each class session attended. Students will receive 1 point for participation in classroom activities. Use of cell phones or laptops unrelated to completion of classroom activities will result in forfeiture of participation points. All students are expected to contribute to group activities and participate in discussions and debriefing activities to receive participation points. Attendance and participation will contribute 5% to the total course grade.

## **Remediation Policy for classroom quizzes**

Students will complete classroom quizzes over assigned content and Math For Nurses dosage calculations. Each quiz will be worth 10 points and contribute to 5% of the total grade for the course.

Upon completion of the quiz, the students will have the opportunity to review their results. It is recommended that students remediate any missed questions to ensure a complete understanding of the content. If no remediation is completed, the score from the quiz will be entered into the grade book. If a student wishes to receive full credit, even for missed questions, the student will complete remediation for all missed items in the following manner.

1. The student will review the content and concepts tested for each missed quiz question.
2. For each missed quiz question, the student will hand-write an explanation of why the correct answer is correct and why the student's incorrect answer choice was incorrect. Failure to include either part will result in not receiving credit for remediation submission.
3. The student will bring this handwritten remediation to Dr. Witherspoon at the next class session or to Dr. Witherspoon's office within 1 week of the quiz by no later than 1700. Remediation may not be submitted via email.
4. To receive full credit, the student must remediate EVERY missed question and must submit it in writing within 1 week. Failure to meet these criteria will result in the student receiving the original grade for the quiz as the official grade in the grade book.

## **Exams**

### **EXAM POLICIES**

- It is recommended that you check for system updates for your computer/tablet/iPad prior to the exam date and complete all updates. Systems that are pending updates may not function properly and delay you starting the exam on time. No accommodation will be made for slow internet connections or delayed start due to individual computer/tablet/iPad issues.
- You must download the exams prior to **1200 on the Mondays** of an exam as the download window will close then. No student will be allowed to download the exams after that time.

- When you enter TURN OFF your phone and smart watch--if any phone or smart watch makes any noise or vibrates during the exam that student will lose 10 points on the exam. Additionally, when you enter place all your belongings at the front of the room except a pen/pencil for use during the exam and a personal drink. If I see a student with a phone OR a smart watch after the exam begins, that student will receive a **ZERO** on the exam.
- The test administrator (Professor/Instructor or proxy) will NOT answer any questions once the exam has begun. If a student feels that a question contains errors, they should answer the questions as best they can and complete the exam. After each exam, the Professor/Instructor will conduct test analysis to determine if any questions contained errors and will adjust the exam as indicated by the analysis.
- You will be provided with a scratch sheet of paper with the passcode for the exam. You may write notes or complete math calculations on this paper as you wish. This paper will be submitted at the conclusion of the exam. You may begin the exam as soon as you receive the scratch paper with the exam password, but regardless of the time any individual student starts, the unit exam will end at 1420.
- When you complete your exam, you must turn in the scratch paper and show the upload screen on your computer screen, close your computer, and exit the classroom.
- You may not leave the exam area except for an emergency, and you may be accompanied by a faculty member. It is recommended that you attend to personal needs prior to the start of the exam.
- A total of 80 minutes will be provided to complete each unit exam on the laptop computer/iPad.
- Each unit exam will be comprised of 45 multiple choice questions and five fill-in-the-blank Math for Nurses/dosage calculation problems. Each exam will be worth a total of 100 points. All exams will be cumulative, and students will be expected to retain knowledge from all previous courses and exams.
- All exams will be administered using Exam Soft and Examplify on students' personal laptop computers. Exam Soft will provide students with user IDs, initial passwords, and instructions on how to load Examplify. Students must maintain ready access to user IDs 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 the grade of "0." It is the student's responsibility to perform any required software updates prior to taking any exam. A calculator will be accessible through the Exam Soft test during each examination.
- There will be no backward navigation for exams.
- If a student is to be absent from an exam, he/she must notify the course instructor at least two hours prior to the exam. Failure to comply with this policy will result in a "0" for the exam. Students will be required to provide documentation for emergency situations that require missing a scheduled examination. Make-up exams will be constructed differently from the unit test, to include case-study patient scenarios, matching, true/false, and short or long answer questions. The make-up exams will test over the same content and concepts as the scheduled unit examinations. Make-up exams will be administered on scheduled make-up dates. See

course calendar for dates and times.

- During computer testing, a drop-down calculator is available for use if calculations are required. The use of programmable calculators, statistical calculators and calculators stored on personal data assistant devices or cell phones are NOT allowed. Cell phones and smart watches or other similar devices MUST be turned OFF and maintained away from the student/testing area during exams. If any student's cell phone rings or vibrates during an exam that student will lose 10 points on the exam. If the instructor sees any student with their cell phone or Smart Watch during an exam, that student will receive a zero on the exam. In addition, sharing a calculator or password sheets or any other material with another student is NOT allowed. Failure to comply will be viewed as academic dishonesty and students will receive a zero (0) for the test.

### **EXAM REVIEW**

- Following each examination, the Professor will conduct a test item analysis and make any indicated adjustments to overall test questions.
- After item analysis and test review the Professor will release the examination strengths and opportunities reports to all test takers. This report will be available via the ExamSoft platform.
- The report will contain only information on the test items each individual student missed on the exam including the content area for the question, listed under "rationale."
- It is recommended that students utilize this information to study specific content areas in preparation for future examinations and future courses in the nursing program.
- It is recommended that students utilize the self-assessment tool in Top Hat to assess study methods and preparation practices as well as analyze what content/concepts were high miss on the examination. If after completing the self-assessment, the student still has gaps in knowledge and understanding related to the tested content/concepts, it is recommended that the student see the Professor for further assistance.
- Under no circumstances will the instructor discuss specific questions from the exams. If, after reviewing the exam report and reviewing the named content/concepts, the student does not understand the content/concepts, he or she is encouraged to make an appointment to meet with the Professor during regular office hours or at an agreed upon time. However, students must seek this appointment within 5 business days of the examination (Examinations are scheduled on Mondays and exam review appointments must be scheduled by the next Monday)

### **Math for Nurses (Dosage Calculation Competency)**

During each exam administration, five medication dosage calculation problems will be included and will be monitored by course faculty. Students who miss more than one dosage calculation problem on each exam (less than 80% correct) are expected to seek remediation regarding dosage calculation skills from course instructor, clinical adjunct faculty, or the MSU tutoring center.

### **Medication and Dosage Calculation Exam**

The Medication and dosage calculations exam will contain 35 multiple choice questions over the medication list provided and 15 fill-in-the-blank Math for Nurses/dosage calculation problems. A 90-minute time limit will be provided for this examination. See course calendar for date, time, and location. The exam will contribute 30% to the clinical grade.

### **Late Work Policy**

No assignment submitted after the assignment due date will be accepted. Late work will earn a **zero**



for that assignment. This includes DocuCare assignments and the comprehensive care plan. If a student is running late completing any assignment and knows the assignment will not be completed prior to the due date/time, that student should submit the uncompleted version of the assignment, as some points for an incomplete assignment is preferred to zero points for a late or unsubmitted assignment.

## **ATI Activities**

Each student is required to enroll into ATI.

### **Practice assessments:**

- Practice Assessment A and B
  - Repeat the practice tests as many times as needed with a 24 hour wait period between attempts to score a 90% or greater within the timeframe the test is open.
  - A minimum of one week will be provided to complete each practice assessment.
  - To strengthen the review method, students should understand the rationales for each distracter. It is recommended that students review 5-15 minutes at a time with ample time given to review each of the rationales. When the student logs in again, the exam will continue from where the student had stopped previously.

### **Proctored assessments:**

- Complete Content Mastery Proctored Assessment in a controlled environment following the proctored guidelines set forth by ATI.
  - Proctored assessments proficiency level definitions:
    - Level 3 – advanced proficiency
    - Level 2 – proficiency
    - Level 1 - partial proficiency
    - Level 0 – does not yet demonstrate proficiency
- Following the assessment, the student will use the ATI Focused Review to complete the Three Critical Points Worksheet (see Appendix A of the ATI Policy). Students are encouraged to use textbooks, review books with videos, animations, graphics, and tutorials for remediation.
  - Students who achieve a level 3 must complete the Three Critical Points worksheet on three missed topics.
  - Students who achieve a level 2 must complete the Three Critical Points worksheet on six missed topics.
  - If the student receives a level 0 or 1 the student must complete the Three Critical Points worksheet on each topic missed.
- Upload the Three Critical Points Worksheet into the assigned course drop box.
- Students scoring below a level 2 on any of the content mastery proctored assessments will be required to retake the proctored exam after the remediation is complete.
  - The retake will be scheduled at least 48 hours after the initial attempt
  - The higher of the two proctored exam grades will be placed in the gradebook

### ***Point Assignment:***

1. Maximum grade possible is 10/10 = 100%
2. Grade represents no more than 10% of the overall course grade
3. Grading is calculated as such:
  - Practice Assessment A score  $\geq$  to 90%: 1 point
  - Practice Assessment B score  $\geq$  to 90%: 1 point

- Standardized proctored assessment:
    - Level 3 = 4 points
    - Level 2 = 3 points
    - Level 1 = 1 point
    - Below level 1 = 0 points
      1. If student scores < Level 2 on first attempt, a retake will be required. The higher of the two scores will be placed in the gradebook.
  - Standardized proctored assessment remediation:
    - Earned level 3: Three Critical Points worksheet on three missed topics. All columns must be complete for credit = 4 points
    - Earned level 2: Three Critical Points worksheet on six missed topics. All columns must be complete for credit = 4 points
    - Earned level 1: Three Critical Points worksheet on every topic missed. All columns must be complete for credit = 4 points
    - Earned less than a level 1: Three Critical Points worksheet on every topic missed. All columns must be complete for credit = 4 points
4. ATI points will be added to final grade once the student has met the minimal exam average requirement.

### **DocuCare**

- Students will participate in six (6) clinical experiences at United Regional Hospital. Each clinical experience will include a post-clinical conference.
- Experiences two, four, and five will require DocuCare documentation for 1 patient per clinical experience and participation in a post conference. The post-clinical DocuCare documentation is due by one week from the end of the assigned shift by 2330, unless otherwise notified. Students will receive feedback on submissions that should be applied to future submissions.
- The DocuCare grades for these three clinical experiences will count for 25% of the clinical course grade. DocuCare assignment #1 will be worth 3% of the clinical grade, DocuCare assignment #2 will be worth 5% of the clinical grade, and DocuCare assignment #3 will be worth 15% of the clinical grade. See grading rubric on D2L for further information.

### **FLIP Videos**

Following clinical experiences one and three students will complete a FLIP video in which they will give an I PASS report on their clinical patient that day. The video will be due within 24 hours of the clinical experience. Each video will be worth 1 point in the clinical grade. See grading rubric on D2L for further information.

### **Comprehensive Care Plan**

Each student will complete a comprehensive care plan based on a complex simulated patient as a comprehensive assignment bringing together knowledge from each of the 4 units of study. This assignment will be worth 10% in course points. The Comprehensive Care Plan assignment is an individual student assignment. The assignment will be submitted through D2L and will be analyzed via **Turn It In** to assess the originality of content and plagiarism. See student honor code and WSON BSN handbook for cheating policy. All submissions will be screened for similarity and any plagiarized sections will be scored a zero.

The Comprehensive Care Plan is due by **Sunday, April 28 at 2330** in the D2L Dropbox. See grading rubric on D2L for further information. Additional information will be provided in class.

## **Top Hat**

We will be using the Top Hat ([www.tophat.com](http://www.tophat.com)) classroom response system in class and in skills/simulation lab sessions. You will be able to submit answers to in-class questions using Apple or Android smartphones and tablets, laptops, or through text message.

The Top Hat platform will be used for student in-class questioning, and student assignments. The students are expected to check Top Hat DAILY to keep current on pre-class assignments and activities. Top Hat questions, and activities will be counted for participation and activities in class points. Students are expected to attend lecture sessions and participate in the questions and activities to receive full points for participation and quizzes. Any missed activity will result in a zero for the associated participation points. No make up assignments will be given/accepted.

You can visit the Top Hat Overview ([TopHat Overview](#)) within the Top Hat Success Center which outlines how you will register for a Top Hat account, as well as providing a brief overview to get you up and running on the system.

An email invitation will be sent to you, but if do not receive this email, you can register by simply visiting our course website: Unique Course URL <https://app.tophat.com/e/084787>

### **Our Top Hat Course Join Code: 084787**

Should you require assistance with Top Hat at any time, because they require specific user information to troubleshoot these issues, please contact their Support Team directly by way of email ([support@tophat.com](mailto:support@tophat.com)), the in-app support button, or by calling 1-888-663-5491.

## **CoursePoint+ and PrepU**

Quizzes and assignments will be scheduled through CoursePoint+. These activities may be completed in the classroom as individual or group activities or assigned as homework. Course Point+ assignments and weekly Math for Nurses quizzes will combine to contribute 5% to the course grade. These assignments will be subject to the remediation policy as listed within this document.

The PrepU question bank for the chapters discussed in the course will be opened for students to utilize in understanding and applying the course content and concepts. It is recommended that students make use of this resource to prepare for exams as well as nursing practice.

## **Additional Course Requirements**

1. Students must complete all the components of the course to pass.
3. Classroom and clinical performances (on campus, in the Simulation Center and/or during inpatient clinical experiences) will be evaluated. Students are expected to pass both clinical and classroom components of the course. Failure in either one will constitute failure in the course.
4. Students are expected to be compliant with current CPR certification, immunizations, TB testing, health and liability insurance, drug screening, and criminal background checks throughout the semester. Verification of compliance is maintained through CastleBranch. Students are expected to maintain compliance at all times. Students may contact Cathy

Healey (940) 397-2802 or email her at cathy.healey@msutexas.edu to ask questions about compliance of these Texas Board of Nursing (BON) requirements. TB testing needs to be repeated every 12 months. To attend clinical experiences, each student **MUST** comply with each of these requirements. **Students who are not in compliance with all CastleBranch requirements by Thursday, January 18, 2024, at 1700 will be dropped from the course.**

7. Students will be held accountable for all communications sent by faculty via the course's Desire 2 Learn (D2L) web site; therefore, you will be expected to check the site for announcements, assignments, messages, etc. DAILY.
8. Students are expected to come to class dressed in an appropriate manner which reflects professionalism. The instructor reserves the right to ask students dressed in inappropriate attire to leave the classroom.
9. Students are expected to attend all class sessions. If a student must miss a session, they are still held accountable for the material covered in class and should seek notes/information from another student.
10. Faculty reserves the right to make changes to this syllabus at any time. Students will be notified via D2L news item of changes.

### **Failure Policy**

The faculty reserves the right to recommend, to the BSN Program Chair and College Dean, withdrawal of a student from the nursing program for health, legal, or academic reasons, particularly if patient care is jeopardized. In addition, the student must perform within the American Nurses Association (ANA) standards of practice and code of ethics.

If student performance falls below acceptable standards of practice, then the student will NOT successfully complete the clinical component of this course. Certain aspects of these standards directly relate to safety in patient care and professionalism in practice. If student performance drops below the standard in these two areas, then the possibility of successful completion of the clinical component of the course is unlikely. The faculty recognizes that the issues of patient safety and professional standards cannot be compromised; therefore, any student who does not meet these standards will immediately receive a failing clinical evaluation. The severity of these infractions warrants immediate failure of the clinical component of this course. The ANA standards or practice and code of ethics are posted in the BSN Student Handbook.

### **Disruptive Behaviors**

Behaviors that detract from the learning process will NOT be tolerated. Electronic devices including cell phones and computers are to be muted during all class sessions and pre-clinical/clinical experiences so that others will not be disturbed. During administration of exams and any type of exam review, cell phones and smart watches or any other similar device **MUST** be turned OFF and maintained AWAY from the testing location. Disruptions occurring from students entering or leaving the classroom during class time are to be avoided. Children are not to be brought to class.

### **Cheating Policy**

The BSN Program does not condone cheating in any form and considers it as a serious offense. Cheating is defined by the faculty to include dishonesty on examinations and plagiarism. Plagiarism is further defined as "the act of using source materials of other persons (either published or

unpublished) without following the accepted techniques of crediting, or the submission for credit of work not the individuals to whom credit is given." (MSU Student Handbook, Standards of Conduct, Item 10.) Offending material that may constitute plagiarism includes, but is not limited to, the following: Bibliography cards, formal papers, book reports, written nursing care plans, etc.

For further information regarding cheating and any subsequent actions to be taken, please refer to the policy statement in the BSN Student Handbook.

By enrolling in this course, the student expressly grants MSU a "limited right" in all intellectual property created by the student for the purpose of this course. The "limited right" shall include but shall not be limited to the right to reproduce the student's work product to verify originality, and for educational purposes.

### **MIDWESTERN STATE UNIVERSITY STUDENT HONOR CREED**

"As an MSU Student, I pledge not to lie, cheat, steal, or help anyone else to do so."

As students at MSU, we recognize that any great society must be composed of empowered, responsible citizens. We also recognize universities play an important role in helping mold these responsible citizens. We believe students themselves play an important part in developing responsible citizenship by maintaining a community where integrity and honorable character are the norm, not the exception.

Thus, We, the Students of Midwestern State University, resolve to uphold the honor of the University by affirming our commitment to complete academic honesty. We resolve not only to be honest but also to hold our peers accountable for complete honesty in all university matters.

We consider it dishonest to ask for, give, or receive help in examinations or quizzes, to use any unauthorized material in examinations, or to present, as one's own work, work or ideas which are not entirely one's own. We recognize that any instructor has the right to expect that all student work is honest, original work. We accept and acknowledge that responsibility for lying, cheating, stealing, plagiarism, and other forms of academic dishonesty fundamentally rests within each individual student.

We expect of ourselves academic integrity, personal professionalism, and ethical character. We appreciate steps taken by university officials to protect the honor of the University against any who would disgrace the MSU student body by violating the spirit of this creed.

Written and adopted by the 2002-2003 MSU Student Senate

### **Use of AI/Chat GPT**

Is using ChatGPT misconduct?

- Tolerance of artificial intelligence tools is a course-level decision.
- If expressly prohibited by the instructor, using these tools is misconduct.
- Use of AI/Chat GPT is prohibited in this course.

No use of AI/Chat GPT is permitted in NURS 3423-3422. Since writing, analytical, and critical thinking skills are part of the learning outcomes of this course, the student should prepare all writing assignments without the aid of another student or any form of artificial intelligence. Developing strong

competencies in this area will prepare you for a competitive workplace. Therefore, AI-generated submissions are not permitted and will be treated as plagiarism.

## **Inclement Weather**

### Weather Closure Practices

Student safety is the number one consideration in regard to travel in bad weather. If it is icy or snowing in your area, e-mail your faculty to explain the situation. Use common sense in regard to travel.

The MSU Nursing Program will follow the MSU campus practices for closure. If the campus closes, classes will go on-line using Zoom via D2L or another platform designated by your professor.

Clinicals will be cancelled if the MSU campus is closed.

Due to the start of inpatient clinical shifts at 0630 to 0645, faculty will post information or make the call for clinical cancellations via D2L, "News Items". For guidance of weather closure practices for MSU campus see guidance via the MSU webpage.

## **MSU Writing Center**

Begin drafting papers as early as possible and take advantage of the MSU Writing Center, located off the 2nd floor atrium of Prothro-Yeager. Tutoring is available Monday through Thursday from 9 a.m. to 4 p.m.; you can also find a tutor at the satellite location in Moffett Library Honors Lounge, Sunday and Thursday from 6 p.m. to 9 p.m. Writing tutors will not edit your papers for you, but they will provide support and feedback at every stage of the writing process, from brainstorming to drafting, revising to proofreading.

## **Research and Creative Activity Opportunities at MSU**

Enhancing Undergraduate Research Endeavors and Creative Activities (EURECA) is a program that provides opportunities for undergraduates to engage in high-quality research and creative activities with faculty. EURECA provides incentives and funding through a system that supports faculty and students in a cooperative research process. For more information contact the Office of Undergraduate Research, (940) 397-6275 or by sending a message to [eureca@mwsu.edu](mailto:eureca@mwsu.edu) or better yet, stop by the UGR office located in the atrium of the Clark Student Center, room 161. Information and resources are available at [www.mwsu.edu/eureca](http://www.mwsu.edu/eureca).

### Council on Undergraduate Research (CUR)

To support undergraduate research and creative activities, Midwestern State University holds an enhanced institutional membership with the Council on Undergraduate Research (CUR). This institutional membership includes unlimited memberships for any interested faculty, staff, and students. Students may find information on benefits and resources at [www.cur.org/resources/for\\_students](http://www.cur.org/resources/for_students) and may sign up at [members.cur.org/members\\_online/members/newmember.asp](http://members.cur.org/members_online/members/newmember.asp).

The CUR Undergraduate Resources Webpage contains:

- Research Opportunities;
- Presentation Opportunities;
- Undergraduate Research Journals;
- CUR-Sponsored Student Events;
- The Registry of Undergraduate Researchers;

- And more!

## **University Policies**

### **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 an application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (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 <http://www.mwsu.edu/student-life/disability>.

### **Academic Misconduct Policy & Procedures**

NURS 3423 and 3422 adheres to the MSU Code of Conduct. In particular, academic dishonesty, however small, creates a breach of 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.

However, all components of NURS 3423 and 3422 are designed to represent the efforts of each student individually 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.

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

## **Student Drop**

A student who chooses to drop this course will need to email the course coordinator in order to be eligible to re-enroll in the course the following semester.

## **Instructor Drop**

An instructor may drop a student at any time during the semester for excessive absences, 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 28 at <https://mwsu.edu/Assets/documents/student-life/student-handbook-2017-18.pdf>.

## **Campus Carry Rules/Policies**

Senate Bill 11 passed by the 84th Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective August 1, 2016. areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to: Campus Carry Rules and Policies

## **Active Shooter Policy**

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 Safety / Emergency Procedures. 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."

## **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.

## **Grade Appeal Process**

### **Appeal of Course Grade**

It is the responsibility and the prerogative of every faculty member to determine grades in those courses to which he or she is assigned. Except in accordance with stated university policies, no other individuals or group can make these decisions.

The only two bases on which a student can legitimately appeal a course grade and/or suspension from an academic program are:

1. The student has not been evaluated according to the same criteria as his or her classmates, OR
2. An error has been made in grading and/or posting.

The procedure for requesting a course grade change and/or retention in an academic program is as follows:

1. The student must consult with the appropriate instructor, unless the instructor is no longer on staff.
  2. If this does not resolve the problem, the student should present a formal written appeal to the dean of the college in which the course was taught. This must be done no later than thirty (30) calendar days from the first day of the next long semester. In cases where the student was terminated from a program, the student should submit his or her petition for reinstatement to the dean of the college in which the program is located. The dean should immediately request a written response to the student's complaint from the faculty member.
  3. Within ten working days from receipt of the appeal, the dean of the college should respond to the student in writing as to his or her disposition of this appeal.
  4. Should the appeal not be disposed of by the dean of the college in a manner satisfactory to the appellant, the appeal may be presented to the university's Academic Appeals Committee. In such cases the following procedures should be followed:
    - A. The student should obtain from the Office of the Provost a REQUEST FOR HEARING form and a copy of this policy. The student should fill out the form carefully and submit it, along with all other information pertinent to the student's position, to the Provost. These materials will constitute the student's formal written appeal and will then be forwarded by the Provost to the chair of the Academic Appeals Committee.
    - B. Upon receipt of the appeal, the chair of the Academic Appeals Committee will at once distribute a copy to each member of the Academic Appeals Committee. Within five working days from receipt of the appeal, each committee member will inform the chair of the Academic Appeals Committee in writing whether or not he or she believes the appeal has established, on its face, at least one of the bases for appeal as noted above.
    - C. If a simple majority of committee members finds no basis for the appeal, a hearing before the Academic Appeals Committee shall be denied, and the chair of the committee will at once inform the Provost of this decision in writing. The Provost should then inform the student by letter that the appeal has been denied because it did not meet either of the stated bases for appeal.
    - D. If, however, a simple majority of the Academic Appeals Committee finds that the appeal appears to have a basis, then the chair will as soon as possible inform the student, the faculty member, and the dean of the college that a legitimate appeal has been filed and of specific procedures to be followed. The chair will also provide copies of the appeal to the faculty member and the dean of the college and by the same letter will inform the faculty member (or in certain situations noted as follows, the dean of the college) that he or she has ten working days in which to respond in writing to the Academic Appeals Committee.
- Both the student petitioning for a hearing by the Academic Appeals Committee and the

faculty member involved have the right to challenge one member of the committee. This is a peremptory challenge, and the chair will choose a replacement from among the alternate members of the committee. The initial correspondence between the chair of the committee and the principals should specify this right and request prompt written response.

In cases where the appeal concerns the performance of a teaching assistant or part-time faculty member, the dean of the college or other full-time faculty member directly responsible will represent the university before the Academic Appeals Committee. A teaching assistant or part-time faculty member may appear before the Academic Appeals Committee. In cases where the faculty member responsible is not available, the dean of the college involved will represent the university.

E. Upon receipt of the faculty member's written response, the chair will provide copies to all members of the Academic Appeals Committee and to the appellant and will schedule a meeting of the Academic Appeals Committee.

F. The first meetings of the committee should be within ten working days from receipt of the faculty member's response. At the written request of the student, the committee may consider the case based on the student's written appeal without an appearance by the student before the committee.

G. The number of meetings necessary to reach a decision will be dictated by each individual case. However, general guidelines are provided:

1. Both parties involved reserve the right to bring information considered pertinent before the committee. This may include, but is not limited to written documents as well as orally presented information from designated individuals. Although these hearings are considered informal, reasonableness and fairness should prevail in this area.
2. No representation of the student by legal counsel, parent, or other representative or of the faculty member by legal counsel or other representative except the dean of the college, where warranted, is entertained by the committee.
3. Testimony from the parties involved should be taken independently, thereby avoiding any open confrontation which could be detrimental to the proceedings.
4. In its deliberations, the committee should seek to focus only on the issue of the grade appeal or retention in the program in question.
5. Likewise, the committee's final recommendation should deal only with these issues.
6. Prior to the proceedings, copies of all written or recorded evidence to be considered must be made available to all parties involved (student, instructor, and dean of the college). Additionally, any party specifically mentioned in a written document will be provided access to that document or the portion thereof relating to that party.

H. Once the committee has reached a decision, a letter communicating this decision should be delivered to the Provost within ten working days. In addition, a summary of the proceedings outlining all pertinent points and reasons for the decision should be attached as well as the original petition from the student and the faculty member's response. Any minority opinions from the committee should also be attached.

I. If the committee has rendered a decision favoring the faculty member, the Provost should communicate this by letter to the appellant with a copy to the faculty member. If the decision rendered recommends a grade change, the Provost should write a letter to the faculty member with a copy to the dean of the college requesting the faculty member's intended action.

J. Should the faculty member decline to change the grade, the Provost may, based on the Academic Appeals Committee's recommendation, change the grade by administrative action to the specific grade recommended by the committee. If there is an administrative grade change, the student's transcript will reflect this. In addition, on request from the Provost, the committee may reconsider its findings and recommendations. However, once the committee's decision has been accepted by the Provost along with the other documents specified above,

the committee's work will be considered complete.

## **Notice**

Changes in the course syllabus, procedure, assignments, schedule, and calendar may be made at the discretion of the instructor. Students will be notified of changes to these documents via D2L News item and/or student email.

## **NURS 3422 Family Health Nursing I Clinical Requirements**

### **Clinical Experiences**

This course includes a total of 90 clinical hours. Students are required to satisfactorily complete 90 clinical hours to successfully complete the clinical component of Family Health Nursing I.

### **Clinical Absences**

Absences from the patient care clinical must be approved by the instructor. The student must inform the instructor before being absent from the clinical experience. If the instructor does not approve the absence, the student will not have an opportunity to reschedule the absence and will fail the clinical component of the course. Students arriving 15 or more minutes late, without notice to the instructor, for any clinical experience will be counted as absent and receive a clinical infraction. Students are expected to communicate with the instructor if they will be late or absent for any clinical experience.

- Reasons for non-approval of a clinical absence are:
  - o Failure to notify the instructor prior to being absent.
  - o Being absent for a reason other than personal illness or family or personal emergency.
  - o Failure to show documentation of personal illness or family or personal emergency.

### **Clinical Policies**

Students **MUST** maintain clinical compliance in CastleBranch throughout the semester. Any student found not in compliance at any point during the semester will result in a clinical infraction and may result in a clinical failure.

Students are expected to conduct themselves as health care professionals. Professional conduct is expected during any and all interactions with other health care professionals, patients, and families. They are required to follow all rules of conduct and professional behavior while in the nursing program at MSU.

Refer to MSU website and Wilson School of Nursing Student Handbook for further information regarding Code of Student Conduct, Clinical Behavior, Dress Code, Clinical Compliance and Clinical Failure Information.

### **Breakdown of Clinical Hours**

Orientation activities <ul style="list-style-type: none"> <li>• NURS 3422 orientation</li> <li>• UR orientation</li> <li>• EPIC training</li> <li>• N95 mask fitting/badge pictures</li> <li>• MFN/Med exam-</li> <li>• practice exam and exam</li> </ul>	12 hours
United Regional experiences and post-conferences (6 x 8 hr)	48 hours
Simulations and Skills lab + preparation assignments + reflections	20 hours
DocuCare assignments	8 hours
Objective Structured Clinical Examination (OSCE)	1 hour
Clinical evaluations-mid-term and final	1 hour
Total	90 hours

### **Clinical Orientation**

Clinical orientation for United Regional Healthcare System is scheduled for Wednesday, December 13<sup>th</sup> from 1300-1700 in CE 340.

### **EPIC training**

All acute care clinical experiences will take place at United Regional (UR) Healthcare system in Wichita Falls, TX. UR utilized EPIC EHR for medical record-keeping. Students are required to attend EPIC training and pass a quiz (80% minimum) prior to attending any clinical experiences at UR. EPIC training is scheduled for **Friday, December 15<sup>th</sup> from 0800-1300 in Centennial Hall 340**. Students must bring their own personal laptop to access the required quiz at the end of training. Students not arriving on time and/or not bringing their own laptop will be denied access to the training, incur a clinical infraction, and be unable to attend clinical experiences at UR until the training and quiz are completed later.

### **MFN/Medication examination**

Prior to attending clinical at UR, students will be required to take a dosage calculation and safe medication administration examination. This examination will consist of 35 multiple choice questions and 15 fill-in-the-blank dosage calculation questions. The content will include medications frequently given to patients at UR hospital, safe medication administration practices, and previously learned dosage calculation materials. See D2L for the list of medications. This examination is scheduled for **Monday, January 29 during classroom hours**. Students will access this examination through ExamSoft and must download the exam prior to 1200 on January 28.. All course/clinical exam policies apply to this exam. See policies in course syllabus.

### **Simulation and Skills lab**

Each student will be scheduled to attend 4 sessions for skills practice and 2 simulation sessions. All simulation and skills sessions will take place in the Simulation Center on the second floor of Centennial Hall unless otherwise notified. Students will be required to complete pre-clinical assignments prior to attendance. Failure to complete pre-clinical assignments will result in students being sent home for the day and receiving a failure for that clinical day. These clinical hours must be

made up. Students who do not complete all clinical hours will fail the course. Schedule will be posted to D2L and on the course calendar.

### **Skills Practice Boxes**

Students wishing to practice skills at home can check out a skills practice box through the simulation staff. See Simulation Director, Melody Chandler for checkout procedure and requirements.

### **Patient Care Experiences**

Students will complete six (6) 8-hour shifts at United Regional Health Care System (UR).

If a student is involved in the care of a patient on airborne isolation, the student will wear an N95 mask. If this situation occurs UR will provide the N95 mask to the student. Students will be fit tested and receive instructions on proper masking during skills lab.

URHCS requires students to review their Journey to Excellence Power Point presentation before taking a competency test over it as a part of Clinical Orientation. Students **MUST** pass this multiple-choice exam before they will be permitted to attend the first clinical experience. If a passing grade is not achieved, remediation will be required between the student and URHCS.

Students will attend training for UR EHR (EPIC). Session to be held at MSU on **Friday, December 15<sup>th</sup> from 0800-1300 in Centennial Hall 340**. This training concludes with a quiz that must be passed with an 80% or greater. You must bring your own laptop computer to take this quiz. Any student arriving late will not be allowed to complete the quiz and must attend full training prior to and pass the quiz prior to attending clinical experiences at UR.

Students complete **48 hours** of clinical experience in URHCS patient care areas as assigned by the course coordinator. Students **MUST** comply with hospital policies as instructed during clinical orientation (\*parking, use of dining rooms, building access, identification, computer training/usage, etc.) and sign a waiver regarding clinical experiences and Covid-19. Tardiness of more than 15 minutes, for the experience, will result in the student being sent home and receiving an absence. **ALL** patient care experiences, including make-up clinical time, must be completed by **Friday, May 10th, 2023**.

\*Student vehicles **MUST** be parked only in the designated student parking lots provided by URHCS. Students may never park in any other lot owned or leased by United Regional. If students are found parking in lots other than the designated student parking lots, their vehicles will be towed, without notice, a citation will be issued, the student will incur a clinical infraction, and other disciplinary action may follow. Students may call URHCS Security at (940) 764-8357 for a security escort during hours of darkness, or whenever needed. The Wilson School of Nursing secretary will distribute parking passes to students before clinical rotations begin. These parking passes must be displayed from your vehicle's rear-view mirror whenever you are at URHCS facilities and parking passes **MUST** be turned back in at the end of 5th semester when instructed.

Before beginning clinical experiences, each student will be issued a URHCS hospital ID badge, along with a white access/proximity card, for use during the semester. If this white access card fails to open parking lot gates, or building doors, please contact URHCS Human Resources at (940) 764-7820. If the access/proximity card is lost or damaged, the student must notify hospital security and Human Resources immediately to protect the security of the hospital. The Wilson School of Nursing (WSN) secretary must also be notified promptly. At the end of the program, students will be required to turn

this white access badge back in to the WSON secretary or pay a fee (\$20) to replace it.

Students will take their Clinical Competency Skills Checklist with them to every acute care clinical experience and skills/simulation lab. This checklist will be reviewed with their assigned nurse instructor, clinical teaching assistant, or other floor nurse(s) and skills will be documented, dated, and initialed when the students safely/accurately demonstrate procedural skills. The clinical competency transcript must be submitted to the course coordinator at the conclusion of the 5<sup>th</sup> acute care clinical experience. The document will be copied for the students' file and the original will be returned to the student.

Students will be assigned clinical experiences by the course coordinator. Schedule changes must be coordinated with the course coordinator and clinical faculty. For a schedule change, the student wishing to change dates must seek another student who is willing to change dates. Both students **MUST** email the course coordinator informing her of the desire to switch dates. The course coordinator will email both students approval/disapproval of the change. **DO NOT** take it upon yourself to make scheduling changes on your own because your faculty must be accountable for knowing who, when, where, and why each student is in the hospital at any given time. Therefore, any clinical experience completed without the knowledge and written approval of the clinical instructor will not be included in the calculation of achieved clinical hours.

Hours of absenteeism will be rescheduled, as available, or will be done as patient care experiences as assigned by the clinical instructor and/or course coordinator.

Students will attend post-clinical conferences as scheduled by clinical faculty. Conferences may take place at UR, at MSU, or virtually, at the discretion of the clinical faculty. Post-clinical conference hours count toward the 90 hours required for successful course completion and therefore must be attended.

### **Weekly clinical evaluations (per clinical experience)**

Each student will receive an evaluation of professionalism, preparedness, proficiency, and presentation (attendance). These weekly/per experience grades will contribute 15% to the total clinical grade.

### **Formative Clinical Evaluation (mid-term)**

Each student will receive a formative evaluation at mid-term. Included will be a formative assessment for the skills/clinical reasoning exam and a discussion of student clinical performance. Students will be expected to perform a 15-minute head-to-toe assessment and identify abnormal assessment findings. Students will receive feedback and be encouraged to ask questions to improve assessment and clinical reasoning skills. The feedback given and any correction plan created must be enacted by the student for successful completion of the clinical portion of the course.

### **Final Clinical Evaluation**

Each student will receive a summative evaluation at the end of the course. Included will be a discussion of grades for all clinical components and their contributions to the overall course grade/completion.

### **Objective Structured Clinical Examination**

Each student will be scheduled for a 1-hour Objective Structured Clinical examination. The exam will require each student to perform a 15-minute head-to-toe assessment, identify abnormal assessment findings, perform safe medication preparation and administration, and demonstrate clinical reasoning. The exam will be scored by grading rubrics accessible on D2L. See skills and simulation exam

content on D2L for further information.

## **Clinical Dress Code:**

### **Clinical Uniform**

- The school uniform of matching maroon pants or skirt and maroon tunic top is the required uniform.
- Undershirts, if worn, should be plain and white, black, gray, or maroon that matches the uniform.
- Pants cannot touch the floor and must be hemmed properly. Pants cannot have a cuffed hem.
- When sitting down, bending over, or squatting down, or raising arms there can be no gap at the waist between the uniform pants and the top showing skin or underwear.
- No cleavage can be shown.
- Uniforms must be well-laundered, without wrinkles, beyond what occurs during typical wear, and fit appropriately.
- Skirts must be knee length or longer, but may not touch the floor, must be properly hemmed, and allow for ease of movement.
- Clean and closed toe and heel shoes that are black, gray, white, or maroon that matches the uniform are to be worn.
- Socks and hosiery must match either skin color, uniform, or shoes.
- Proper MSU identification (MSU or approved clinical agency name tag and MSU patch). The MSU patch is obtainable at the bookstore and is to be sewn on left sleeve, centered and 1" from shoulder seam.
- MSU nametag must contain the name of the university, name of the student, designation of student, and a photograph of the student. The nametag is obtained through Card Services at the Clark Student Center.
- If a student desires a cover, he/she may wear a matching maroon scrub jacket with the appropriate name tag and MSU patch sewn on left sleeve, centered and 1" from shoulder seam.
- Hair must be self-contained and unadorned and must be a natural hair color. Any containing articles such as head wraps, barrettes, bands, or clips must be plain (no jewels, adornments, patterns, or logos) and same color as hair, or white, black, gray, silver, gold, or maroon that matches the uniform.
- Hair may not fall forward past shoulder/neck area or fall over eyes when leaning over at the waist.
- Sideburns, beards, and mustaches must be clean and neatly trimmed.
- Hats or caps are not allowed.
- Short natural and clean fingernails are required. Nail enhancements are not allowed to include polish, dips, tips, overlays, acrylics, or gels. Tips of nails may not be seen when looking at the hands from the palm side up.
- Hygiene must include being clean without fragrances or strong odors.
- No jewelry other than a plain wedding ring (band) and a watch with an analog second hand are allowed.
- Visible body piercings may not contain any jewelry, gauges, or spacers.
- If a clinical requires "professional dress" other than the Nursing Uniform, the student will be asked to wear a maroon polo shirt and pants or a skirt that is black, gray, khaki, or maroon that matches the maroon polo shirt with the appropriate name tag.
- Clinical agencies retain the right to refuse access to any student whose appearance is deemed inappropriate. For this reason, visible tattoos should not contain symbols, drawings or wording that are likely to be deemed offensive.

- The nursing uniform may not be worn when working outside of clinical experiences.

### **Clinical Objectives**

1. Perform a complete head to toe assessment on one or more patients with additional focused assessments based on patient condition.
2. Use the nursing process to provide optimum care for patients with a focus on the concepts of alterations in mobility and musculoskeletal disorders, endocrine production and associated disorders, fluid regulation and urinary elimination, and digestion and gastrointestinal elimination.
  - a. Collect comprehensive data on each assigned patient.
  - b. Interpret data in a meaningful way.
  - c. Establish meaningful and measurable goals.
  - d. Implement all nursing activities in a safe and therapeutic manner.
  - e. Evaluate nursing actions and modify the plan of care as needed.
3. Correctly and safely prepare and administer medications by oral, intramuscular, intravenous, and subcutaneous routes.
  - a. Correctly calculate medication dosages.
  - b. Correctly administer oral medications.
  - c. Correctly perform subcutaneous injections.
  - d. Correctly calculate drip rates and monitor all intravenous solutions.
  - e. Consistently use the six rights of medication administration and assess for medication allergies.
  - f. Accurately document medication administration.
  - g. Demonstrate knowledge of medication, therapeutic and non-therapeutic effects.
4. Effectively communicate. Document findings accurately in the medical record using appropriate terminology.
5. Display a professional attitude, appearance, and behavior at all times.
  - a. Accept constructive feedback in a positive manner.
  - b. Actively seek individual learning opportunities.
  - c. Comply with the MSU-approved dress codes.
6. Describe the role of the professional nurse in each assigned setting and his/her ability to contribute to optimal patient outcomes.
7. Be prepared to answer faculty questions on each of these topics.

### **Tips to remember**

1. Administer medications and perform procedures ONLY under the direct supervision of the clinical instructor, preceptor, or designated staff RN.
2. If any condition of the clinical experience changes or it is necessary for you to leave the premises of the clinical experience, you MUST contact the clinical instructor and/or course coordinator.
3. Be specific when discussing with the staff nurse the patient care activities you will perform during your shift.
4. NEVER disconnect or adjust any piece of equipment unless instructed to do so by your clinical instructor, preceptor, or staff nurse.
5. You may assist nurses with their nursing care; however, your assigned patient(s) should be your priority.
6. As a student, you will NOT be allowed to initiate blood transfusions, administer chemotherapy, manipulate (unlock) pain control pumps, or perform blood glucose testing. You are encouraged to



observe these procedures and monitor patient responses.

7. Prior to administering any medication, you are to know the action, safe dosages, and appropriateness of the drug for this patient, therapeutic and side effects, interaction effects and nursing considerations. Do NOT administer a drug if you are unfamiliar with these aspects of the drug. Do NOT administer any medication unless a licensed RN is with you at the patient's bedside.
8. NEVER give a medication prepared for administration by another nurse.

### **Clinical Evaluation**

The organizing framework for clinical evaluation is the DEC competencies and represents the clinical objectives to be accomplished during the semester. A sample of the clinical evaluation tool which will be used in this course is located on D2L under clinical content. Individual clinical instructors' comments stated on this evaluation form will be determined by utilizing various data collection tools during clinical components of the course including:

- Observation of clinical performance
- Review of student care documentation
- Oral reports/presentations
- Medication calculations/exercises/tests
- Observation of simulation and skills lab performance
- Any additional assignments required by clinical instructor.
- Preceptor feedback/evaluations of students, whether verbal or written

#### **Infractions constituting a clinical failure (Extracted from current BSN Student Handbook):**

**STUDENTS ARE NOT TO ADMINISTER MEDICATIONS UNLESS DIRECTLY SUPERVISED BY A FACULTY MEMBER OR NURSE PRECEPTOR**

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 90 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 completing the pre-clinical 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 including reminders to update immunizations and other clinical requirements.
- 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 attending 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.

Falsification, omissions, and/or lying about a non-patient care situation.

Use of a cell phone or other electronic devices 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 harm a patient.

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 by not limited to:

Administering medications without the direct supervision of a faculty member or preceptor

Failing to check two patient identifiers prior to administering medications.

Testing positive for illicit drugs or alcohol.

An error in care or patient negligence that harms a patient.

Falsification, omissions, and/or lying about a patient care situation.

Intentionally revealing confidential information.

Placing self, staff, or patient at risk of harm due to abandonment of duties and/or sleeping during clinical experiences.

Performing in an unsafe manner.

Failure to report a patient care error or incident.

Physical or verbal abuse of patients, patient's family members, faculty, or staff.

**Clinical Performance Scoring Rubric**

<b>Scale</b>	<b>Score</b>	<b>Description of Clinical Behavior</b>
Excellent	4	Prepared for learning. Practices independently and actively engages in clinical assessment and skills lab activities. Demonstrates the completion of preclinical assignments and the ability to practice independently. Appears in correct clinical uniform and has all equipment to care for patient. Completes Clinical Competency Transcript at clinical experience.
Good	3	Prepared for learning. Performs assessment with minimal prompting/coaching. Better preparation and practice will improve performance. Preclinical assignments complete but required prompting to perform clinical skills. In clinical uniform but may require minor correction (i.e., removal of earrings or facial piercings) and/or lacks appropriate clinical equipment/competency transcript.
Fair	2	Needs to improve preparedness for lab. Unable to perform assessment

		without frequent prompting/coaching. Performs clinical skills with a great deal of prompting/coaching. Unable to answer questions related to preclinical assignments. Not in proper clinical uniform. Requires extensive correction or this is the second or more times correction has been required. Clinical equipment/competency transcript is not with the student (maybe left in car).
Poor	1	Not prepared for learning. Unable to answer questions or perform clinical skills. Preclinical may or may not be "completed." Performance improvement is required to meet and pass clinical objectives. Requires extensive correction for clinical attire or does not possess clinical equipment (i.e., stethoscope, name badge, competency transcript, etc.).

4 Ps = Professionalism (behavior and uniform), Preparedness (pre-clinical assignments), Proficiency (ability to perform independently), and Presentation (In attendance on time with equipment and clinical competency transcript).

Please note, students are **REQUIRED** to be in the clinical or lab ready to learn at the designated time. In the lab, they should be in clinical uniform, hands washed, and equipment ready (i.e., stethoscope out, watch on, phone off and put away). If late or not prepared, it may be rescheduled to a later lab date/time.