



Course Syllabus **NURS 4304 - Nursing Leadership**

Robert D. & Carol Gunn College of Health Sciences & Human Services
Wilson School of Nursing
Fall 2021

Contact Information

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Class Times & Place:

Tuesday and Thursday 1000-1150-Centennial Hall - Room 101
Small Group Visit to the Museum - 2 Eureka Circle

Course Description

Emphasis is on leadership as a BSN graduate, as well as the management of nursing care and personnel in various healthcare settings. Theories of leadership, management, economics, and change are explored including the varying patterns of healthcare delivery. Strategies for implementing change are discussed. Patient safety as well as the assessment and evaluation of quality within an organization are explored.

Pre-requisites: NURS 3306, NURS 3407

Co-requisites: NURS 4023, NURS 4053

Course Content

1. Teamwork and Communication
2. Conflict management
3. Decision-making
4. Delegation and prioritization
5. Group process
6. Change within organizations
7. Quality Improvement
8. Patient Safety

9. Ethics and professional boundaries
10. Project planning
11. Organizational culture
12. Staff education
13. Time management and client priorities

Course Objectives

1. Analyze theories of management and leadership in professional nursing practice.
2. Utilize the components of the problem-solving and decision-making processes.
3. Examine principles of change theory, motivation, and creativity in relation to organization and management in nursing.
4. Implement concepts of group theory and dynamics.
5. Demonstrate responsibility in self direction.
6. Describe cost containment methods and the budgeting role of the manager.
7. Analyze select situations and select performance evaluation procedures.
8. Examine legal, social, and ethical trends which impact on the organization and the delivery of health care.
9. Identify research findings applicable to leadership and management situations.

American Association of Colleges of Nursing (AACN) Essentials

For further information regarding the AACN Essentials identified for each course objective, refer to <http://www.aacn.nche.edu/education-resources/baccessentials08.pdf>

Differentiated Essential Competencies (DEC):

In the DEC below the following designations apply:

- I: Provider of Patient Centered Care
- II: Coordinator of Care
- III: Patient Safety Advocate
- IV: Member of the Health Care Team

For further information regarding the competencies identified in each course, refer to <https://www.bon.texas.gov/index.asp>

| Objectives | AACN Essentials | DEC Competencies |
|--|-------------------------------|---|
| 1. Analyze theories of management and leadership in professional nursing practice. | I, II, III, VI, VII, VIII, IX | I: C,D II: A,B,E,F,G III: D, IV: D,E,G |

| | | |
|---|--------------------------------|--|
| 2. Utilize the components of the problem-solving and decision-making processes. | II, III, IV, VI, VII, VIII, IX | I: B, C, D II: A,B,C,E,F,H III: A,D IV: A,D,E,G |
| 3. Examine principles of change theory, motivation, and creativity in relation to organization and management in nursing. | I, II, III,VI, VII, VIII, IX | I: C II: A,B,G IV: A,D,E,G |
| 4. Implement concepts of group theory and dynamics. | I, II, III, VIII, IX | I: C,D II: A,B,G IV: A,C,D,E,G |
| 5. Demonstrate responsibility in self-direction. | III, VI, VIII, IX | I: B,C,D II: A,B III: D,E,F |
| 6. Describe cost containment methods and the budgeting role of the manager. | V, IV, VIII, IX | I: C II: A,B,H |
| 7. Analyze select situations and select performance evaluation procedures. | VI, VIII, IX | I: B,C II: A,B,C,E,F,G,H III: B,C,D,F IV: B,C,E,G |
| 8. Examine legal, social, and ethical trends which impact on the organization and the delivery of health care. | I, II, III, V, ,VI, VII, IX | I: A,B,C,D II: A,B,E III: A,B,C,E,F IV: B,C,F,G |
| 9. Identify research findings applicable to leadership and management situations. | III, IV, IX | I: C II: A,B,C,E,F,G,H III: B,C IV:B, C |

Textbook & Instructional Materials

Required Electronic Textbook with Course Activities:

Lippincott Course Point with ebook included– Marquis and Huston: Leadership Roles and Management Functions in Nursing: Theory and Application, Tenth Edition ISBN: 978-1-975155-29-2

Nursing Leadership Fall 2021, Class Code – **42F1FADF** – Please register for the class by the end of the first week of class

Optional Hardcopy Edition –

Marquis, B. & Huston, C. (2021). Leadership Roles and Management Functions in Nursing Theory and Application (10th ed.) Wolters Kluwer Health - Lippincott Williams & Wilkins, Philadelphia, PA. (ISBN-13: 9781975139216).

Examsoft and D2L Respondus: We will be taking all three exams via Examsoft with an alternate option of Respondus virtually (depending on COVID-19).

Top Hat: We will be using Top Hat for this course. Join Code: 918445

Grading

| Assignment | Grading Percent |
|--|-----------------|
| Exam 1 | 20% |
| Exam 2 | 20% |
| Exam 3 | 20% |
| Activity Points - Lippincott Activities (30) / Top Hat | 20% |
| Professional Paper | 10% |
| Professional Paper Presentation | 10% |
| Total | 100% |

Total percent for final grade. The final course average of 74% or above is required to successfully pass this course. This includes all assignments and exams. No grades will be rounded.

| Grade | Percent |
|-------|--------------|
| A | 90-100 |
| B | 80-89 |
| C | 74-79 |
| D | 65-73 |
| F | Less than 64 |

Exams

Three exams will be administered using Examsoft. The student will be given 80 minutes for each exam. The exams will reflect content from in-class discussions, case studies, assigned readings, and activities. If additional remediation/help is required, make an appointment to review the course content. You will not be able to view the exam questions during remediation.

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 zero for the exam. Make-ups exams will be offered twice during the semester, once at midterm and once at the end of the course. If you miss an exam and do not attend the make-up scheduled, a grade of zero (0) will be recorded.

Activity Points

The thirty (30) activities in Course Point Plus, composed of twenty (20) interactive modules and ten (10) video activities, will be opened the Sunday before the due date at 0001 and with a due date time of 2330. The activities will

follow the course content. There is unlimited access to the activity for the student to be able to achieve a grade of 100%. The student will be given credit based on the highest score of the activity. One point will be subtracted per assignment for a late assignment.

Attendance

Students are expected to attend all of the classes in which they are enrolled. Although in general students are graded on intellectual effort and performance rather than attendance, absences may lower the student's grade where class attendance and class participation are deemed essential by the faculty member.

Online Computer Requirements

This class requires you to have access to a computer (with Internet access and Examsoft) to complete and upload your assignments. It is your responsibility to have a working computer in this class. *Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings. Your computer being down is not an excuse for missing a deadline or exam!!* If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, email D2Lhelp@msutexas.edu.

Instructor Class Policies

1. Students are accountable for information in the learning management system (D2L). All communication for this course will be through D2L News.
2. Personal computers will be utilized for testing purposes. Students are accountable to maintain their charge on the computers or bring an extra battery for testing.
3. You are expected to participate in class discussions and be a good team member.

College Policies

Desire-to-Learn (D2L) & Course Point Plus (+)

Extensive use of the MSU D2L & Lippincott Course Point Plus program is a part of this course. Each student is expected to be familiar with these programs 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. For assistance email, d2lhelp@msutexas.edu. You can log onto Course Point Plus at thepoint.lww.com/activate. For assistance, 1-800-468-1128 or techsupp@lww.com. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

Classroom Etiquette

Students are expected to act respectful to all peers, faculty, and guests during online environment , face-to-face, and in clinical settings. Cell phones and pagers must be turned off or placed in silent mode before class begins. Should emergency communication need to be made, the student must step outside of the classroom.

Students are responsible for lecture/discussion content, all assigned readings, audio-visual materials on written exams. If the lecture material is more current than the textbook, lecture material take precedence.

Academic Dishonesty

All students are expected to pursue their scholastic careers with honesty and integrity. Academic dishonesty includes, but is not limited to, cheating on a test or other course work, plagiarism (offering the work of another as one's own), and the unauthorized collaboration with another person. Students found guilty of dishonesty in their scholastic pursuits are subject to penalties that may include suspension or expulsion from the University.

All written work submitted for evaluation is to be the work of the student who submits it. The faculty considers collaboration during examinations or obtaining previous test questions from past students as cheating and cheating is in violation of Midwestern State University Policy. A score of zero (0) will be given for students participating in collaboration of tests and any other paperwork.

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 in order to verify originality and authenticity, and for educational purposes.

American with Disability Act (ADA)

Midwestern State University does not discriminate on the basis of an individual's disability and complies with section 504 and the Americans with Disabilities Act in its admissions, accessibility, and employment of individuals in programs and activities. MSU provides academic accommodations and auxiliary aids to individuals with disabilities, as defined by law, who are otherwise qualified to meet academic requirements. For assistance, call (940) 397-4618 or (940) 397-4515, TDD. Please see the instructor outside of class to make arrangements involving special accommodations. **It is the student's responsibility to declare any disabilities.** After declaration, preferably at the beginning of each semester, the student needs to contact their individual instructors to determine any reasonable accommodations that may be required.

Campus Carry Policy

Senate Bill 11 passed by the 84th Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective 1 August 2016. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the University's webpage. If you have questions or concerns, please contact the MSU Police Department.

The information contained in this syllabus is for information purposes only and may change at the discretion of the faculty.