

Course Syllabus

COURSE: RNSG 2130.001 (1:1:0) Professional Nursing Review and Licensure Preparation

SEMESTER: Fall 2022

CLASS DAYS: Monday

CLASS TIMES: 0900 till 1200

Name:	Phone Numbers	Email	Office	Office Hours
Jan Buxkemper MSN, RN Course Leader	Office: 806.716.2383	jbuxkemper@southplainscollege.edu	AH112 B	By appointment

“South Plains College improves each student’s life.”

GENERAL COURSE INFORMATION

*It is the responsibility of each student to be familiar with the content and requirements listed in the course syllabus. *

COVID Statement

The following statement should be included in all course syllabi for face-to-face and hybrid instruction options: If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor’s note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at dedens@southplainscollege.edu.

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

COURSE DESCRIPTION

Review of concepts required for licensure examination and entry into the practice of professional nursing. Includes application of National Council Licensure Examination for Registered Nurses (NCLEX – RN) test plan, assessment of knowledge deficits, and remediation. Topics include fluids and electrolytes, acid-base balance, burns, oncology, endocrine, cardiac, psychiatric nursing, critical thinking exercises, gastrointestinal, neuro, respiratory, and orthopedics. Student will also have access to online material from the Hurst Review and U World.

STUDENT LEARNING OUTCOMES

At the completion of the semester students will:
1. Develop and refine principles of clinical decision-making and critical thinking into nursing practice.
2. Application of the following concepts: Nursing process; Caring; Communication and documentation; teaching and learning; and Culture and Spirituality regarding the four major client needs categories and subcategories, which includes: Safe and Effective Care Environment; Health Promotion and Maintenance; Psychosocial Integrity; and Physiological Integrity. (page 4-7 2019 NCLEX-RN Test Plan)
3. CLINICAL DECISION MAKING---Provides competent nursing interventions based on application of the nursing process, demonstration of clinical critical thinking, independent judgement, self-direction while caring for clients and their families.
4. COMMUNICATION & INFORMATION MANAGEMENT---Communicates effectively utilizing technology, written documentation, verbal expression with members of the health care team, clients, and their families.
5. LEADERSHIP---Demonstrates knowledge of basic delegation, leadership management skills, and coordinates resources to assure optimal levels of health care for clients and their families.
6. SAFETY---Implements appropriate interventions to promote a quality and safe environment for clients and their families.
7. PROFESSIONALISM---Demonstrates knowledge of professional development and incorporates evidence-based practice in the nursing profession. Incorporates concepts of caring, including moral, ethical, legal standards while embracing the spiritual, cultural, and religious influences on clients and their families.

COURSE OBJECTIVES - SCANS (Secretary's Commission on Attaining Necessary Skills) Competencies found within this course are: C-1, C-5-9, C-12-14, C-18, C-20, F-1-2, F-5, F-7-9, F-11-13, F-16-17). SPC ADN Graduate Outcomes: 1-5. DEC's (Differentiated Essential Competencies) are attached at the end of the syllabus and listed in each blackboard module.

At the completion of this course the student will:
<ul style="list-style-type: none">• Apply knowledge, skills, and understanding of critical concepts required for entry level into professional nursing.
<ul style="list-style-type: none">• Demonstrate individual competency level applicable to nursing content areas.
<ul style="list-style-type: none">• Exhibit readiness for licensure examination.
<ul style="list-style-type: none">• Uphold the accountability and responsibility assumed by the professional nurse who is managing the care of multiple clients.
<ul style="list-style-type: none">• Exhibit responsibility for self-directed learning activities related to the management of nursing care for multiple clients, and for self-directed professional development after graduation from the ADN program.

EVALUATION METHODS

Teaching methods: classroom critical thinking exercises/activities, simulation, focus peer learning groups, Hurst and UWorld computer/written assignments, computer-based exams, quizzes and exam soft Benchmarks.

Possible online learning: Zoom, Blackboard Collaborate, and/or Microsoft Teams.

This course will offer **face-to-face instruction** with online instruction provided to supplement and enhance learning. This course may take on a different format such as:

1. Lecture online with lab components face-to-face

Evaluation methods: skills demonstration, individual assignments, SIMs/Lab recording sessions, CoursePoint+ assignments, computer testing, iPad, etc and Blackboard assignment submissions.

ACADEMIC INTEGRITY

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

Cheating - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.

Plagiarism - Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.

Students are expected to adhere to the professional standards set forth in the Associate Degree Nursing Program School of Nursing Student Handbook. It is the responsibility of the School of Nursing to teach and model professional behaviors, and it is the responsibility of the student to demonstrate professional and academic integrity. The student is representing the School of Nursing and are expected to maintain the highest standards.

VERIFICATION OF WORKPLACE COMPETENCIES

No external learning experiences are provided in this course which provides the settings in which the student applies workplace competencies. Successful completion of RNSG 2130 meets the requirements as stated in the Differentiated Essential Competencies of Graduates of Texas Nursing Program and the SPC ADN program End-Of-Program Student Learning Outcomes with expected levels of achievement.

BLACKBOARD

Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course throughout the semester.

FACEBOOK

The nursing program has a Facebook page at <https://www.facebook.com/SPCNursing17/>. In addition to the South Plains College website; this Facebook page will be used to keep students up-to-date on program activities, weather delays, South Plains College announcements and will help with program recruitment. "Liking" the South Plains College Nursing Facebook page is not mandatory, nor are personal Facebook accounts, in order to access this page.

SCANS AND FOUNDATION SKILLS

Refer also to Course Objectives. Scans and Foundation Skills attached

SPECIFIC COURSE INFORMATION

TEXTBOOKS AND MATERIALS

Student will be given a review manual from Hurst for the Review Course. Students will be given access codes from Hurst and UWorld.

Hurst, M. (2019). Hurst Clinical Judgment Approach NCLEX® Review: Student manual. Jackson, Mississippi: Jackson Business Forms.

Taylor, C., Lynn, P., & Bartlett, J. (current edition). Lippincott Course Point Plus. *Fundamentals of Nursing: The art and science of person-centered nursing care* (current ed.). Wolters Kluwer.

Frandsen, G., & Pennington, S. (current edition). Abrams' Clinical Drug Therapy – CoursePoint Access (current edition).

Wolters Kluwer. Hinkle, J., & Cheever, K. (current edition). Lippincott CoursePoint+ Enhanced for Brunner & Suddarth's textbook of medical-surgical nursing (current edition). Wolters Kluwer Health: Lippincott Williams & Wilkins

Morgan, K. Townsend, M. (2020) Davis Advantage for Essentials of Psychiatric Mental Health Nursing (8th Edition). F.A. Davis

Scannell & Ruggiero (Third Edition), Maternal-Child Nursing Care, Third Edition.

ADDITIONAL CLASSROOM ITEMS

Students should come to class prepared with pens, pencils, and a spiral notebook for taking notes or completed quizzes or assignments in class. Students should be prepared to take notes over lecture material if they choose. Students may be required to use a laptop computer or similar technology for exams and quizzes in the classroom and/or at home. Students may use personal laptops in the classroom to take notes if desired. Students will use a school computer for in class designated exams.

ATTENDANCE POLICY (*READ CAREFULLY)

Class Attendance

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy. It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

(http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class_Attendance)

The SPC ADNP policy must be followed. Refer to the SPC ADNP Nursing Student Handbook to review this policy. In addition, refer to the attendance policy found in the South Plains College Catalog. Punctual and regular class attendance, as stated in the SPC handbook, is required of all students attending South Plains College. According to SPC Student Handbook, there are no excused absences. The Instructor/course leader has the prerogative of dropping the student from the course for any absences.

Students are expected to attend all lecture days. In the event of illness, it is the student's responsibility to notify his/her instructor. **The student can miss no more than two (3) hours of classroom lecture.** A student missing

more than two (3) classroom lecture hours will be dropped from RNSG 2130. The course leader may initiate the withdrawal of the student for any absences. Reinstatement is handled on an individual basis. Do not be tardy for lecture; this is disruptive to the rest of the class. Cellular phones must be turned off during the lecture period, Simulation Lab, or while in the NLRL (nursing learning resource lab). **It is the student's responsibility to contact the instructor via email or phone call to the main office number (806-716-2391) if they are late or absent.**

Dropping a class will be instructor initiated.

The student will need to make an appointment with the instructor if the student is requesting to drop this course. The instructor will initiate the drop after talking with the student.

RNSG 2130 MUST be passed at the end of the fourth semester of the ADN program along with the other fourth semester courses and before being cleared to take the RN NCLEX exam. If a student is not successful in passing RNSG 2130 during their fourth semester, the student will be required to retake the course the following semester. See Readmission criteria in the ADNP Student Handbook. If the student passes the other fourth semester classes the student is still required to only repeat RNSG 2130. If the student is not successful in the other fourth semester courses, the student will be required to retake this course concurrently.

Withdrawing from all classes

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting <http://www.southplainscollege.edu/admission-aid/advising/spcadvisors.php> or by calling 806-716-2366.

Schedule Change (after late registration and before census date)

To make a schedule change after late registration (August 28) and before the census date (September 9), students should submit a [Schedule Change Form](#).

After late registration, adding a class requires instructor approval. If a student is requesting to be added to one of your courses and you approve, please email registrar@southplainscollege.edu with your approval. This can take the place of signature on the Schedule Change Form that we have required in the past.

For additional information regarding schedule changes, drops and withdrawals, [click here](#).

ASSIGNMENT POLICY

All assignments must be completed by the assigned due date. **Failure to complete any assignment by due date will result in a 5-point deduction each day late up to 5 days, then on day 6 the student will receive a Zero (0).** Assignments, quizzes, and/or exams, missed due to an unexcused absence may not be made up. Assignments are due by the assigned dates and times in Central Standard Time (CST) on the class schedule. Students should contact faculty prior to the due date and time if they anticipate material will be late. Please note contacting faculty will not guarantee the receipt of an extension for the assignment. Please allow enough time for preparation and submission of each assignment prior to the scheduled due date. Student may be required to scan required documents before uploading into Blackboard. Scanners are located in the classroom and the video reviewing room. Students may also choose an app of choice (I-scan, etc.). **Assignments must be uploaded as a PDF.**

Hurst Three Day Live Elevate Review

This is a mandatory three-day live Hurst review. Upon completion of the Hurst three day live Elevate review the student will receive a completion for the core content in the Hurst Course. The core content includes the following: First Things First, Fluid & Electrolytes, Acid/Base Balance, Burns, Oncology 1, Oncology II,

Endocrine, Cardiac, Mental Health, Critical Thinking Exercises, Renal, Gastrointestinal, Respiratory, Orthopedics, NCLEX Strategy Questions, and How to Pass. This core content **MUST BE COMPLETED PRIOR** to starting the Elevate Modules.

Hurst Elevate Module Assignments and Certificate of Completion

The student will be required to complete the Elevate Let's Get Started, Modules 1-6 in order and by the assigned dates specified in the calendar. Once each module (recommended to take a minimum of 5 hours to complete) is completed, the student will upload the Certificate of Completion by the due date and time. See assignment policy above for late submissions. There are 6 Elevate Modules with each Module Certificate of Completion being worth 100 points with the average of all six accounting for 10% of the overall course grade.

Hurst Completion of 50 Questions from the Qbank/Customizer practice questions per week.

The student will be required to complete 50 questions per week from the Hurst Qbank/Customizer. See calendar for the specific categories that will be required for each week starting week 1 thru week 15. Categories will include but not limited to the following: Adult Health, Fundamentals, Pharmacology, Maternity, Psychiatric Mental Health, Leadership, and Pediatrics. The student is encouraged to do as many practice questions as they want but are required to do 50 questions per calendar categories. Each required set of 50 questions will be worth 100 points. See assignment policy above for late submissions. The average of all 15 required 50 question Hurst Qbank/Customizer assignments will be a 5% of the overall grade.

Hurst Student Book and Q cards

Ticket to Class: The student must show the instructor at the beginning of class the completed pages of their student book completed during the live review/module review and the Q-cards specified for each Module and the four specialty topics. The student book and Q-cards are due on the date the Module or specialty topics will be reviewed in class. The student will receive a 100 for having your completed student book and Q-cards at the beginning of class. If a student does not have their student book or Q-cards completed prior to class, the student will receive a **zero** for this assignment. The average grade for the 6 Modules and 4 specialty topics will be 1% of the overall grade

Hurst 6 Module Quizzes

There will be 6 Hurst Module Quizzes to be taken at the completion of each module. The quizzes will be taken in the computer lab or assigned area following the classroom Module review. Each quiz consists of 25 questions for a total of 150 questions for the 6 Modules. Hurst benchmark for the quizzes is 50%. See grading conversion table. If a student gets the benchmark 50% (75 questions out of 150) the student will receive an 83% overall grade. The Hurst 6 Module Quizzes will account for 25% of the overall grade. Total number of questions answered 56 & below will be assigned a grade of zero(0).

Hurst Specialty Topics

The following specialty topics must be reviewed by the assignment dates. See calendar for dates and times to be complete: Neurological Nursing, Maternity Nursing, Pediatric Nursing, and Management of Care. Each specialty topic is worth 25 points for a possible total of 100 points for completing all four topics. See assignment policy above for late submissions. The total points will account for 2% of your overall grade.

Hurst Readiness Exams (4)

The Hurst Readiness Exams will be given in the computer lab or assigned area. The Benchmark for the Hurst Readiness exams is answering 77 questions correctly out of 125 questions. The student will be given two readiness exams after completing the Modules as described above. The student must answer a minimum of 77 on both exams. If a student does not score a 77 on both Readiness Exam 1 and 2, the student will be required to take a 3rd Readiness Exam to score a minimum of 77 out of 125. The total correct answers, out of 250, from Readiness Exam 1 and 2 will be added together and will account for 30% of your overall grade. If a student

does not make a 77 on both Readiness 1 and 2 and must take the 3rd Readiness Exam the two highest scores will be added and will account for 30% of your overall grade. See grading conversion table. Total number of questions answered below 142 will be assigned a zero (0). See Calendar for dates of Exams. Hurst has a total of 4 Readiness exam. It is recommended that the student take the 3rd or 4th exam several weeks prior to taking the NCLEX. You have access until December 31st.

UWorld Weekly Quizzes (average grade of all quizzes)

There will be 14 assignments (one per week) – 150 question per assignment. See assignment policy above for late submissions. The Benchmark for UWorld is 56% of questions answered correctly. There will be a total of 2100 questions. A total between 1175 to 1199 meets the 56% benchmark. A student may request 5 retakes on any of the assignments. Only 1 retake per weeks assignment. The student will have until the following Sunday evening at 2300 to complete the retake. See grading conversion table. If a student meets the 56% (1175-1199 out of 2100) a grade of 83% will be assigned. Total amount of questions answered correctly below 1025 will be assigned a grade of zero (0). The grade assigned will account for 15% of your overall grade. See Calendar.

UWorld Self-Assessments

The UWorld Self-Assessments will be given in the computer lab or assigned area. There will be two 100 question Self-Assessment Exams. See Calendar for dates. The Benchmark for UWorld is answering 56% of the questions correctly. The total number of correct answers from the two (2) Self-Assessment will be added together. If a student meets the Benchmark of 56% (112-115 out of 200) a grade of 83% will be assigned. See grading conversion table. The total number of questions answered correctly for the two assessment below 106 will be assigned a grade of zero (0). The grade assigned will account for 10% of your overall grade. See Calendar

ExamSoft Benchmark (Average of I and II)

There will be an ExamSoft Open Check and Benchmarks 1 & 2 that will be given in the computer lab or assigned area. After each assessment of the following: Open Check and Benchmark 1 the student will be required to do remediation prior to taking the next exam. The student will be required to remediate after the Open Check and prior to taking Benchmark 1 and then again after taking Benchmark 1 and prior to taking Benchmark 2. Benchmark 1 & 2 will be graded based on the national average. Any student that meets the national average or above will receive a 100. Any student that does not meet the national average, the score will reflect on how many questions were correct out of the national average. Benchmark 1 and Benchmark 2 will be averaged and will account for 2% of your overall grade.

- In addition to the course unit exams, students will be required to take Exam Soft Benchmark Exams. Students will take 1 practice/mock exam, 1 open check benchmark exam and 2 benchmark proctored exams. The purpose of these exams is to evaluate the competency of the student's knowledge of critical concepts for entry into professional nursing. Students will receive a grade according to the syllabus policy in each course. These two benchmarks give the student analytics which compares them on a national level to their peers.
- The Benchmark Exams will be scheduled by your instructor and will possibly be scheduled outside of your regular course time. Please watch for these dates to be added to your schedule if they are not already present.
- Benchmark 1 will be given at about 70 to 75% of content delivered and then each student will be given an individualized remediation plan including CJsims and concepts maps. Then about 2 to 3 weeks later after remediation the student will take Benchmark 2. This will allow them to reflect on their strengths and opportunities for improvement.

EXAM/QUIZZES REMEDIATION

Remediation is one essential component to ensure student success. Hurst and UWorld programs give the student the opportunity to review in depth each question missed with rationale for why the question was correct and incorrect. The student will be required to remediate the areas on the ExamSoft Open Check and both Benchmark 1&2. It is the student's responsibility to review each question they missed, make study Qcards, ect. Any student scoring below a Benchmark, not performing well on the quizzes, assigned questions banks, or designated At Risk will be required to make an appointment with an instructor. An attempt must be made to meet with the instructor prior to the next exam and then a referral to the retention/remediation counselor will be made or receive a letter of success by the instructor. The student will be required to follow up with the retention/remediation counselor as indicated and/or follow instructions per letter of success.

COMPUTER USAGE

As computer technology in the field of health occupations continues to become more popular, computers will be used in this course for several assignments. All students have access to computers and printers on the South Plains College campus. Students will be expected to utilize computers to access assignments and classroom resources. All registered students are supplied with a working email account from South Plains College. In order to take exams, students must have their username and password.

- **All students are expected to know their SPC email and Blackboard Student Username, Password, and Student ID.**
- **All students are expected to know their ExamSoft Username and Password**
- **All students are expected to know their Hurst Username and Password**
- **All students are expected to know their UWorld Username and Password**

COMPUTER LAB

The computer lab(s) on any campus may be used by students during scheduled open hours or as assigned by an instructor. Printer paper will not be provided for students to print materials but students may seek assistance from faculty or staff to request lab paper from the college if needed. Lack of computer lab paper is not an excuse for not having homework assignments, skills lab sheets, or any other required documents. Students should come prepared for class.

Cell phones, smart watches, athletic Fitbits, student badges, personal calculators or any electronic learning device of any kind are not allowed in the computer lab or classroom at any time during testing. All caps and large heavy jackets are to be left in the classroom or your vehicle during testing. Backpacks, handbags, food or drink are not allowed in the computer lab at any time. If testing in the classroom these items will be placed at the back of the classroom during testing.

GRADING POLICY

The grade for this course will be determined upon completion of the following components:

Hurst Three Day Elevate Review (Complete or Incomplete) MUST HAVE COMPLETED PRIOR TO STARTING ELEVATE MODULES	C/I
Hurst Elevate Module Certificate of Completions (6 total each worth 100 points – all six will be averaged for one grade)	10%
Hurst Completion of 50 Qbank/Customizer practice questions per week (all 15 weeks averaged)	5%
Hurst Student Handbook and Q-Cards (6 total each worth 100 points – all six will be averaged for one grade)	1%

Hurst 6 Module Quizzes (#correct out of 150 – see conversion table)	25%
Hurst Specialty Topics (4 – 25 points/topic – 100 points total)	2%
Hurst Readiness Exams (#Correct Questions from two highest scores – see conversion table)	30%
UWorld Weekly Quizzes (#correct out of 2100 -see conversion table)	15%
UWorld Self-Assessments (#correct out of 200 -see conversion table)	10%
ExamSoft Benchmark (average of I and II)	2%
Course Total	100%

In order to pass RNSG 2130 you have to pass the course with a grade of **83% or better.**

RNSG 2130 MUST be passed at the end of the fourth semester of the ADN program along with the other fourth semester courses and before being cleared to take the RN NCLEX exam. If a student is not successful in passing RNSG 2130 during their fourth semester, the student will be required to retake the course the following semester. See Readmission criteria in the ADNP Student Handbook. If the student passes the other fourth semester classes the student is still required to only repeat RNSG 2130. If the student is not successful in the other fourth semester courses, the student will be required to retake this course concurrently.

Course grades are based on the following scale:

A= 90-100%
 B= 80-89.99%
 C= 77-79.99%
 D= 60-76.99%
 F= below 60%

COURSE SCHEDULE

See course calendar for date, time and location. Students will be responsible for all assignments and dates listed in the course calendar.

COMMUNICATION POLICY

Electronic communication between instructor and students in this course will utilize the South Plains College “My SPC” and email systems. The instructor will not initiate communication using private email accounts. Students are encouraged to check SPC email on a regular basis each week of class. Students will also have access to assignments, web-links, handouts, and other vital material which will be delivered via the classroom website. Any student having difficulty accessing the classroom website or their email should immediately contact their instructor for direction. The instructor will work with any student to ensure the student has access to a computer on campus and can obtain the needed class content that is located on the course website.

4.1.1.5 Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked

Questions, please refer to the Campus Carry page
at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

STUDENT CONDUCT

Rules and regulations relating to the students at South Plains College are made with the view of protecting the best interests of the individual, the general welfare of the entire student body and the educational objectives of the college. As in any segment of society, a college community must be guided by standards that are stringent enough to prevent disorder, yet moderate enough to provide an atmosphere conducive to intellectual and personal development.

A high standard of conduct is expected of all students. When a student enrolls at South Plains College, it is assumed that the student accepts the obligations of performance and behavior imposed by the college relevant to its lawful missions, processes and functions. Obedience to the law, respect for properly constituted authority, personal honor, integrity and common sense guide the actions of each member of the college community both in and out of the classroom.

Students are subject to federal, state and local laws, as well as South Plains College rules and regulations. A student is not entitled to greater immunities or privileges before the law than those enjoyed by other citizens. Students are subject to such reasonable disciplinary action as the administration of the college may consider appropriate, including suspension and expulsion in appropriate cases for breach of federal, state or local laws, or college rules and regulations. This principle extends to conduct off-campus which is likely to have adverse effects on the college or on the educational process which identifies the offender as an unfit associate for fellow students. Any student who fails to perform according to expected standards may be asked to withdraw.

Rules and regulations regarding student conduct appear in the current Student Guide.

SPECIAL REQUIREMENTS (*Read Carefully)

- Students must present the signature page acknowledging that the student has read and understands the content of syllabus, program and clinical handbook, grievance policy, and appeals process.
- **Cell Phones** – Cell phones are to be turned OFF or silenced during scheduled class periods. **Text messaging is not allowed during scheduled class/lab times.** Cell phones are to be used outside the classroom or lab only on designated breaks. Students are not allowed to have cell phones on their person during exams or simulation assessment.
- **CLASSROOM UNIFORMS:**
 - a. Students will wear scrubs of their choice, SPC t-shirts or SPC nursing t-shirt with scrub bottoms and appropriate tennis shoes. All students must wear SPC badge as it is part of the professional uniform and is required for safety measures.

COURSE DISCLAIMER

Working within the healthcare field can be stressful and requires a mentally tough individual to provide medical care in the hospital environment. In order to better prepare students for a career in the healthcare profession, there will be times during this course where students will be exposed to training scenarios and situations that will be unpleasant to the average college student. If the student does not feel they can tolerate this type of learning environment, they should discuss this with me immediately before continuing the course. Additionally, enrollment in this course does not guarantee a passing grade, successful completion of the nursing curriculum, or NCLEX- RN examination.

GRIEVANCE POLICY

The student is responsible for scheduling an appointment with the instructor/course leader to discuss the final grade or discipline action. If the student is not satisfied, he/she should schedule an appointment with the Level I Semester I Course Leader. The next chain of command is to make an appointment with the Director of the Associate Degree Nursing Program, following that would be the Health Occupations Dean. The procedure will follow the same as found in the student handbook.

ACCOMMODATIONS

4.1.1.1. Diversity Statement

In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

4.1.1.2. Disabilities Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

4.1.1.3 Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

4.1.1.4 Title IX Pregnancy Accommodations Statement

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations, you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email dburleson@southplainscollege.edu for assistance.

EMERGENCY MESSAGES

The student should notify his/her family that in case of an emergency during normal class schedule, they should call the Nursing Office at (806)716-2391 or (806)716-2193. Class will not be interrupted unless it is an emergency, so they must identify themselves and say it is an emergency to get immediate action.

FOUNDATION SKILLS

BASIC SKILLS–Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks

F-1 Reading–locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.

F-2 Writing–communicates thoughts, ideas, information and messages in writing and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.

F-3 Arithmetic–performs basic computations; uses basic numerical concepts such as whole numbers, etc.

F-4 Mathematics–approaches practical problems by choosing appropriately from a variety of mathematical techniques.

F-5 Listening–receives, attends to, interprets, and responds to verbal messages and other cues.

F-6 Speaking–organizes ideas and communicates orally.

THINKING SKILLS–Thinks Creatively, Makes Decisions, Solves Problems, Visualizes and Knows How to Learn and Reason

F-7 Creative Thinking–generates new ideas.

F-8 Decision-Making–specifies goals and constraints, generates alternatives, considers risks, evaluates and chooses best alternative.

F-9 Problem Solving–recognizes problems, devises and implements plan of action.

F-10 Seeing Things in the Mind’s Eye–organizes and processes symbols, pictures, graphs, objects, and other information.

F-11 Knowing How to Learn–uses efficient learning techniques to acquire and apply new knowledge and skills.

F-12 Reasoning–discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.

PERSONAL QUALITIES–Displays Responsibility, Self-Esteem, Sociability, Self-Management, Integrity and Honesty

F-13 Responsibility–exerts a high level of effort and perseveres towards goal attainment.

F-14 Self-Esteem–believes in own self-worth and maintains a positive view of self.

F-15 Sociability–demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.

F-16 Self-Management–assesses self accurately, sets personal goals, monitors progress and exhibits self-control.

F-17 Integrity/Honesty–chooses ethical courses of action.

SCANS COMPETENCIES

C-1 **TIME** - Selects goal - relevant activities, ranks them, allocates time, prepares and follows schedules.

C-2 **MONEY** - Uses or prepares budgets, makes forecasts, keeps records and makes adjustments to meet objectives.

C-3 **MATERIALS AND FACILITIES** - Acquires, stores, allocates, and uses materials or space efficiently.

C-4 **HUMAN RESOURCES** - Assesses skills and distributes work accordingly, evaluates performances and provides feedback.

INFORMATION - Acquires and Uses Information

C-5 Acquires and evaluates information.

C-6 Organizes and maintains information.

C-7 Interprets and communicates information.

C-8 Uses computers to process information.

INTERPERSONAL—Works with Others

C-9 Participates as a member of a team and contributes to group effort.

C-10 Teaches others new skills.

C-11 Serves Clients/Customers—works to satisfy customer's expectations.

C-12 Exercises Leadership—communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.

C-13 Negotiates—works toward agreements involving exchanges of resources; resolves divergent interests.

C-14 Works with Diversity—works well with men and women from diverse backgrounds.

SYSTEMS—Understands Complex Interrelationships

C-15 Understands Systems—knows how social, organizational, and technological systems work and operates effectively with them.

C-16 Monitors and Corrects Performance—distinguishes trends, predicts impacts on system operations, diagnoses systems performance and corrects malfunctions.

C-17 Improves or Designs Systems—suggests modifications to existing systems and develops new or alternative systems to improve performance.

TECHNOLOGY—Works with a Variety of Technologies

C-18 Selects Technology—chooses procedures, tools, or equipment, including computers and related technologies.

C-19 Applies Technology to Task—understands overall intent and proper procedures for setup and operation of equipment.

C-20 Maintains and Troubleshoots Equipment—prevents, identifies, or solves problems with equipment, including computers and other technologies.