

### Course Syllabus

COURSE: RNSG 2461.001 Introduction to Advanced Practice (4:0:16)  
 SEMESTER: Fall 2019  
 CLASS DAYS: Thursday and Friday  
 CLASS TIMES: 0630-1530  
 FACEBOOK: <https://www.facebook.com/SPCNursing17/>

Name	Phone Numbers	Email	Office	Office Hours
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**“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.\**

### COURSE DESCRIPTION

A health-related work-based learning experience that enables the student to apply specialize occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Clinical experiences are unpaid external learning experiences. Emphasis is placed on the student functioning within the four roles of nursing, being accountable and responsible for appropriate nursing decisions in the provision of safe nursing care, and pursuing professional, personal, ethical, and legal growth and development. This course must be taken concurrently with RNSG 1443-Complex Concepts of Adult Health.

### STUDENT LEARNING OUTCOMES

At the completion of the semester students will:
1. Utilize critical thinking and systematic problem-solving process as a framework for providing care for adult patients in structured health care setting with complex health care needs.
2. Integrate theoretical concepts with nursing knowledge and skills to meet the basic needs of patients, families, and/or groups throughout the life span in a variety of settings.
3. Integrate the five-step nursing process into nursing practice.
4. Formulate safe cost-effective nursing care in collaboration with members of health care team using critical thinking, problem- solving and the nursing process in a variety of settings through direct care, assignment, or delegation of care.
5. Utilize critical thinking and problem-solving skills in prioritizing the management and coordination of all aspects of care.
6. Incorporate effective skills of communication and collaboration with patients, families, and/or groups in a variety of settings.

7. Integrate principals of teaching-learning in providing information to patients, families, and/or groups regarding promotion, maintenance, and restoration of health or the process of death and dying.
8. Communicating in the applicable language of the occupation and the business industry.
9. Coordinate appropriate referral sources to meet the needs of patients, families, and/or groups.
10. Delegates appropriate assignments to members of the health care team.
11. Evaluate the effectiveness of community resources in the delivery of health care to patients, families, and/or groups.
12. Coordinate health care team in delivering care to patients, families, and/or groups.
13. Integrate principals of advocacy to provide quality health care for patients, families, and/or groups.
14. Demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills.
15. Integrate actions and act as a health care advocate to provide quality health care for patients, families, and/or groups.
16. Integrate the roles of the professional associated degree nurse in the provision of care for adult patients and families.
17. Evaluate clinical data, current literature, responses, and outcomes to therapeutic interventions to make appropriate nursing practice decisions.
18. Evaluate the responsibility for professional and personal growth and development.
19. Integrate ethical and legal responsibility and accountability for one's nursing practice.
20. Evaluate one's own caring behavior when interacting with patients, families, and members of the health care profession.
21. Apply the theory, concepts, and skills involving specialized materials, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the particular occupation and business/industry.

**COURSE OBJECTIVES** - Outline form (C-1, C-5, C-6, C-7, C-8, C-9, C-12, C-13, C-14, C-18, C-20; F-1, F-2, F-5, F-7, F-8, F-9, F-11, F-12, F-13, F-16, F-17)

See unit contents.

## EVALUATION METHODS

Computer-based exams, written exams, written assignments, quizzes, and other projects as assigned.

## 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.

## VERIFICATION OF WORKPLACE COMPETENCIES

External learning experiences (clinical) provide workplace settings in which students apply content and strategies related to program theory and management of the workflow. Successful completion of the designated Semester 3 course outcomes will allow the student to continue to advance within the program. Successful completion of RNSG 2461 meets the requirements as stated in the Differentiated Essential Competencies of Graduates of Texas Nursing Program.

## **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

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## **SPECIFIC COURSE INFORMATION**

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### **TEXT AND MATERIALS**

#### Required Text

Hinkle, J. Lippincott CoursePoint+ for Brunner & Suddarth's Textbook of Medical-Surgical Nursing (14<sup>th</sup> edition). Philadelphia, PA: J. B. Lippincott

Fransden's, CoursePoint+ for Abrams Drug (11<sup>th</sup> edition) Lippincott

Lacharity, L. A., Kumagai, C. K., & Bartz, B. Prioritization, Delegation, and Assignment (4<sup>th</sup> edition) St. Louis, MO: Elsevier Inc.

Ackley, B. Nursing Diagnosis Handbook (11<sup>th</sup> edition) Elsevier.

Gahart, B. Intravenous Medications (Current Edition). St. Louis, MO: Mosby-Year Book, Inc.

Kee, J.L. Fluid and Electrolytes with Clinical Applications (Current Edition) Thomson Delmar Learning

Kee, J.L. Laboratory and Diagnostic Test (Current Edition). Upper Saddle River, NJ: Prentice Hall Health.

Smeltzer, S. & Bare, B. Brunner & Suddarth's Textbook of Medical Surgical Nursing (14<sup>th</sup> Edition) Philadelphia. Lippincott, Williams & Williams.

Taylor, Lillis, Lynn. Fundamentals of Nursing (Current Edition) Philadelphia. Lippincott, Williams, & Williams.

Your choice of drug guide  
Medical Dictionary of Choice

### **RECOMMENDED TEXTS**

Macklin, . Math for Clinical Practice (Current Edition). Elsevier

Publication Manual of the American Psychological Association (Current Edition). (2001)

### **ADDITIONAL CLINICAL ITEMS**

Students should come to clinical prepared with pens, pencils, and completed paperwork as assigned.

Students are required to follow the dress code as outlined in the SPC ADNP Student Handbook.

**STUDENT SHOULD RETAIN A COPY OF ALL ASSIGNMENTS TURNED IN.** If an assignment turns up missing the student is responsible for turning in the copy or redoing the entire assignment if a copy was not retained.

A student must be prepared daily for clinical by:

#### **Clinical Hours are as follows:**

Wednesday: Clinical Prep...times vary according to student. Students may not come before 0930

Thursday: Clinical day time from 0630 to 1500

Friday: Clinical day time from 0630 to 1200

Friday: Post Conference time 1300 to 1500

#### **Due Thursday morning at 0630:**

Patient Care Card (PCC) [must be 100% complete, instructors will keep the PCC], Medication verification 100% complete, Concept Map 50% complete, and Nursing Diagnosis 50% complete. Required medication cards as assigned 100% complete. If there are any blanks on the patient care card, or the medication cards are not complete per instructions, the student will be sent home for the day and will be counted as absent for the day. Make up work will be assigned when students are absent. Students are also responsible for turning in a copy of the "Complex Concepts of Adult Health Clinical Grading Rubric on Thursday morning.

#### **Due Friday morning at 0630:**

Medication verification 100% complete. Patient Care Card (PCC) [must be 100% complete] and Medication verification 100% complete for any new patients picked up on Thursday.

#### **Due Tuesday morning at beginning of class or prior to test on exam days:**

All completed paperwork with all information filled in.

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

Punctual and regular class attendance, as stated in SPC handbook, is required of all students attending SPC. There are no excused absences.

Students are expected to attend all scheduled days of clinical experience including post conference. In the event of illness, **it is the student's responsibility to notify the course leader and your clinical instructor. The student must speak with an instructor when calling in sick.** Should the student miss one clinical day, a Contact Record will be completed. This record will indicate additional assignments required for completion. Should the student miss two days of clinical during a semester, he/she must immediately make an appointment to see the course leader. A second clinical absence will automatically result in the issuance of a Formal Learning Contract specifying the required assignment.

On the third absence from clinical experience, the student will automatically be given a failing grade in the nursing course.

Students are allowed only two weekly failures. On the third weekly failure the student will fail 2461.

Students are expected to attend all scheduled skills/computer lab experiences. A lab absence counts as a clinical absence.

If a student arrives after **0630 AM but before 0645** he/she will be considered tardy in the clinical area, unless otherwise arranged. If a student arrives after **0645 AM** he/she will be sent home and considered absent.

For scheduled school events (i.e. TNSA), you must be in good standing academically in order to attend as an excused absence.

### **ASSIGNMENT POLICY**

All assignments must be completed by the assigned due date. Late and/or incomplete work will not be accepted and a grade of zero will be recorded. Assignments, quizzes, exams, and skills 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. All clinical paperwork must be done on forms provided in Blackboard. **NO EXCEPTION.**

### **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 STUDENT USERNAME AND PASSWORD.**

### **COMPUTER LAB USAGE**

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.

### **GRADING POLICY**

Clinical will be graded on a Pass/Fail (P/F) basis:

### **COURSE SCHEDULE**

See Blackboard for semester calendar.

### **COMMUNICATION POLICY**

Electronic communication between instructor and students in this course will utilize the South Plains College “My SPC” and email systems. We will utilize text messaging and you may communicate with us this way also. 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.

### **CAMPUS CARRY**

Campus Concealed Carry - 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, please refer to the SPC policy at:

([http://www.southplainscollege.edu/human\\_resources/policy\\_procedure/hhc.php](http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.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.

## **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 Director of Health and Wellness. 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 Crystal Gilster, Director of Health and Wellness at 806-716-2362 or email [cgilster@southplainscollege.edu](mailto:cgilster@southplainscollege.edu) for assistance.

## **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. (See Appendix)
- **Cell Phones** – Cell phones are not allowed in clinical at all. If a student is found with a cell phone, they will be sent home for the day and given a clinical absence.
- **Clinical Dress Code** – Students are required to wear the following:
  - a. **Tan uniform pants that fit and are not too tight**
  - b. **Green uniform shirt with SPC logo**
  - c. **Closed toed closed heel white shoes. Shoes may not have any other color on them. Shoes must be neat and clean.**



- d. Tan short sleeve T-shirt may be worn under green uniform SPC
- e. Watch with a second hand (no smart watches are allowed in clinical)
- f. Stethoscope
- g. Pen light
- h. Students must be clean and bathed (no perfume or heavy makeup may be worn)

## **ACCOMMODATIONS**

### **DIVERSITY STATEMENT**

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences 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.

### **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 Center 806-716-2577, Reese Center (also covers ATC) Building 8: 806-716-4675, Plainview Center Main Office: 806-716-4302 or 806-296-9611, or the Health and Wellness main number at 806-716-2529.

## **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.

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## **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.

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## **SPECIAL INFORMATION**

- Administration of medications must be performed accurately to pass clinical within the guidelines of SPC Nursing Policies and Texas Nurse Practice ACT. **MEDICATION MAY BE GIVEN ONLY WHEN THE INSTRUCTOR IS PRESENT.** A student must be prepared to safely give meds. If not, that student will be unable to give meds for that day. If a student is removed from med administration **more than two times**, that student will not pass the semester clinical experience. Students may only have medications for one patient at a time and must review the medication administration policy at the hospital.
- The clinical instructor will dismiss the student from the clinical setting if the student demonstrates unsafe clinical performance as evidenced by the following:
  - Places a client in physical or emotional jeopardy.
  - Violates the HIPAA regulations.
  - Abuses their computer access at the various hospitals.
  - Inadequately and/or inaccurately utilizes the nursing process.
  - Violates previously mastered principles/learning/objectives in carrying out nursing care skills and/or delegated medical functions.
  - Assumes inappropriate independence in actions or decisions.
  - Fails to recognize own limitations, incompetence, and/or legal responsibilities.
  - Fails to accept moral and legal responsibility for his/her own actions; thereby, violating professional integrity as expressed in the Code for Nurses.
  - Unsafe practice:
    - Not familiar with drugs and side effects
    - Not familiar with lab work
    - Not familiar with SPC/clinical institutions procedures for administration of medications and other procedures
    - Not prepared for clinical
  - Failure to comply with SPC, SPC ADNP, and institutions policies and procedures.
  - Fails to assume care of the assigned patient.

### **REPEATED INCIDENCES WILL RESULT IN CLINICAL FAILURE**

- Students may go with TPCN to transfer a patient to another unit or if the patient is going for a procedure. Student may not stay with patient having a procedure because they are still responsible for their second patient on the unit.