NURSING SKILLS II
2015SP-RNSG-1144-63262
January 23, 2015 to March 27, 2015

Instructor: Smriti Goswami, MSN, RNC, WHNP(BC)
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Office Phone Number: 214-860-8621
Office Number: H 24
Office Hours: As posted & by appointment
Meeting Days & Time: Fridays, 0800-1500
Meeting Place: H 21
Credit Hours: 3

Division: Nursing
Office Phone: 214-860-8760

Course Description:
Study of the concepts and principles necessary to perform intermediate or advanced nursing skills for the adult patient; and demonstrate competence in the performance of nursing procedures. Content includes knowledge, judgment, skills and professional values within a legal/ethical framework.

Course Pre-requisites: Completion of RNSG 1105, 1462, RNSG 1309 with a minimum grade of "C".

Concurrent: RNSG 1331, RNSG 1561

Course Materials/Supplies Needed:
Skills Lab Supplies (Purchase from the bookstore)

MVC Student Handbook


The following books are required, but not necessary to purchase from bookstore.
1. Medical Dictionary
2. Nursing Care Plan Guide
3. Diagnostic Laboratory Manual
4. NCLEX-RN Examination Book
Course Objectives & Course Content:
See weekly course schedule for course objectives & course content (pp. 15-22 of syllabus)

Evaluation Procedures:
Faculty will determine the specific assignments and evaluations for their courses. The focus of this course is nursing skills and the related theory base for their use. Students will learn a wide variety of skills although there will be only 8 check-off experiences as listed below. The student will have three chances to pass each check-off. Students will be required to view assigned videos and complete other assignments prior to class. The content will be imbedded in the assignments, written work, in-class performance, and simulation. There may be other learning activities at the instructor’s discretion.

Items to be graded (check-offs) in this course:
- Drawing Up Meds 14%
- Subcutaneous Injection (SQ) 12%
- Intramuscular Injection (IM) 12%
- Intradermal Injection (ID) 12%
- Placement of naso-gastric tube (NG) 12%
- Use of gastric tubes (G-tube) 12%
- Foley catheter placement 14%
- Ostomy dressing changes 12%

Total 100%

The grading of the check-off is as follows: If a check-off is passed on the first attempt, the grade will be 95%. If passed on the second attempt, the grade will be 85%. If passed on the third attempt, the grade will be 75%. If the check-off is not passed on the third attempt, the student will receive a grade of "0" for that skill. If the student fails to complete a check-off successfully in 3 attempts, the student will not be able to attend hospital clinicals and will be withdrawn from the nursing program. The skill must be completed successfully within one week of the original check-off date. An appointment must be made with the instructor or skills lab coordinator in order to complete the check-off.

The forms for the check-off will be posted on Blackboard. Students should print them and bring them to the assigned class.

Grading Scale:
Students are responsible for their own academic performance. The Mountain View College Nursing Program faculty has determined that a grade of “C” is the minimum acceptable grade for enabling a student to proceed to the next nursing course. The student must earn a grade of “C” or higher in every course required for a given semester or group of related courses in order to progress to the next semester. The faculty believes that students "earn" their academic grades rather than faculty "giving" grades to students. All policies as stated in the Student Handbook are binding. Students are encouraged to review these regulations on a regular basis.

The grading scale in this course is consistent with the grading scale of all courses in the nursing program. Throughout the nursing program, only final course grades will be rounded to the closest whole number. In computing the final course grade, a “D” grade will not be rounded to a “C-” grade.

A = 92 – 100  C = 75 – 83  F = Below 67
B = 84 – 91  D = 67 – 74

In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), no grade will be given over the telephone to a student or any other person under any circumstances. Grades will be available via E-campus and in person.
Grade Appeals:
A student who wishes to appeal a grade should follow these guidelines:

1. Make an appointment immediately with your instructor to discuss your performance. Ask why you received the grade you did.
2. If you are unable to resolve the situation at that level, speak with the Nursing Dean.
3. If you are still dissatisfied, you may request an appointment with the MVC Vice-President for Instruction.
4. Students may also discuss the situation with the Mountain View College counselors, especially the nursing counselor, but this does not take the place of formal appeals via the chain of command as listed above.

Attendance and Classroom Policies:
Students are expected to attend all classes. Students have the responsibility to attend class and to consult with the instructor when an absence occurs. If for some reason you must leave class early, you should inform the instructor prior to the start of class of your reason for leaving early. Students must begin attendance in all classes of enrollment. No exceptions. Financial Aid will not be granted to students who have been certified as not attending by the certification date. For this class, your physical participation in class, on or before the certification date will allow you to receive credit for FA purposes. For certification dates, check with the division or FAO for further information. Students who are not certified as beginning class are responsible for any payments due as a result of noncertification, to include dropping of the course.

A student in the Mountain View Nursing Program must assume responsibility for individual learning and be a self-directed adult learner. Nursing faculty have carefully scheduled and constructed course content and learning activities. Student behaviors should not disrupt the learning of themselves or other students. Students should make every effort to be on time to class. It is not appropriate to leave repeatedly during class, talk or whisper with other students, eat nosily, or bring children to class. Cell phones must be silenced or set on vibrate and put away during class. Phones may not be used during class for talking, texting, internet, or other uses unrelated to the class topic. Personal computers may be used, but the use must be confined to class-related activities. Tape recorders may be used in class with individual faculty permission. If the faculty member elects not to allow taping, that request must be honored. Students are expected to adhere to all of the stated lab policies.

Some class content and discussion may be of a sensitive nature. Confidentiality is of key importance and must absolutely be honored.

Only the course instructor, in conjunction with the Dean of Nursing, can excuse a student from class or course responsibilities. In case of inclement weather, the Mountain View College and DCCCD inclement weather policy will be followed. In the event of an illness, accident, or emergency, the student should make direct contact with the instructor before a class, presentation, examination, or other activity takes place. If the instructor cannot be reached in person or by telephone, the student should leave a message with the nursing program administrative assistant or the instructor via voice mail. An extenuating circumstance will be handled by the instructor, with the Dean of Nursing. Drop action may be taken by the instructor if a student is absent more than ten percent (10%) of total class hours.

Tardiness is an unprofessional behavior, distracts other students, and reduces all students’ ability to learn. In most situations, the student will be counseled verbally the first time. The second time, an occurrence record will be completed, signed by the student, and placed in the student's file. The third time, the student will be given a formal contract and remedial action may be taken.

Late Work Policy:
Late work will not be accepted. Any work turned in late or incomplete will receive a 0% grade.
No Gift Policy:
In accordance with Standards of Conduct, the Nursing Program has a “no gift” policy. A donation to the SNS Scholarship Fund would be an appropriate way to recognize a faculty member’s contribution to your learning.

Make-Up Policy:
Make up for check-off assignments will be at the discretion of the faculty member depending upon the circumstances surrounding the need for make-up. Any assignment not accepted for make-up will receive a grade of “O.”

Withdrawal Policy (with drop date):
If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the registrar’s office by 3-21-2015. Failure to do so will result in your receiving a performance grade, usually an “F.” Students often drop courses when help is available that would enable them to continue. Please discuss your plans with your instructor if you feel the need to withdraw.

If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped.

Stop Before You Drop:
For students who enrolled in college level courses for the first time in or after the fall of 2007, Texas Education Code 51.907 limits the number of courses each student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your nursing counselor will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses in any Texas Public institution of higher learning, including all seven of the Dallas County community Colleges. For more information, you may access: https://www1.dcccd.edu/6drop

Repeating This Course:
Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. This class may not be repeated for the third or subsequent time without paying the additional tuition.

Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 semester. More information is available at: https://www1.dcccd.edu/cat0506/ss/oep/third_attempt.cfm.

Financial Aid:
Students must begin attendance in all classes of enrollment. No exceptions. Financial Aid will not be granted to students who have been certified as not attending by the certification date. For this class, your physical participation in class, on or before the certification date, will allow you to receive credit for FA purposes. For certification dates, check with the division or FAO for further information. Students who are not certified as beginning class are responsible for any payments due as a result of non-certification, to including the dropping of courses. Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy.

If you are receiving financial aid grants or loans, you must begin attendance in all classes. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds.
Texas Success Initiative (TSI):
The Texas Success Initiative (TSI) is a statewide program designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSI requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. The program assesses a student's basic academic skills in reading, writing, and math. Passing the assessment is a prerequisite for enrollment in many college level classes. Students who do not meet assessment standards may complete prerequisite requirements by taking developmental courses in the deficient area and passing them with a grade of C or higher. Additional information is available at https://www1.dcccd.edu/cat0506/admiss/tsi_requirements.cfm.

ADA Statement:
Mountain View College and the Office of Special Services are committed to upholding the laws and the spirit of Section 504 of the Rehabilitation act of 1973 and the Americans with Disabilities Act (ADA) signed in 1990.

Religious Holidays:
Absences for observance of a religious holy day are excused. A student whose absence is excused to observe a religious holy day is allowed to take a make-up examination or complete an assignment within a reasonable time after the absence.

Disclaimer Reserving Right to Change Syllabus:
The instructor reserves the right to amend this syllabus as necessary.

Inclement Weather Policy:
In the event of inclement weather, which affects regular scheduled classes and events on the Mountain View campus, the Dallas County Community College District and Mountain View College offer several means of notification:

1. The DCCCD and Mountain View College web pages will display a notification of any closings or delays.
2. You may call the Inclement Weather Hotline at 214-860-8888 after 6:00 a.m. to hear a recorded message informing you of closings or delays. Decisions for evening classes will be made by 4:00 pm.
   Alerts will be sent by text message, email, and voice message. You are encouraged to take advantage of this free service.
4. You also may refer to announcements on major television and radio stations in the event that the DCCCD or Mountain View College Internet sites cannot be accessed or the phone hotline is busy.

Early Alert:
Journey to Success (commonly known as "Early Alert") is a program designed to help DCCCD students identify and overcome obstacles they are facing during the pursuit of academic and career goals. The program is available to all DCCCD credit students who need help and guidance to achieve said goals. Specially trained coordinators, success coaches and faculty members at MVC volunteer their time to take part in Journey to Success.
Appendix A

STATE & MVC REQUIREMENTS
STATE REQUIREMENTS – SCANS

Nursing satisfies the Core Curriculum Intellectual Competencies defined by the Texas Higher Education Coordinating Board as well as the Secretary’s Commission on Achieving Necessary Skills, (SCANS) which created The SCANS Report for America 2000, issued by the U.S. Department of Labor, April 1992. The report defines a set of skills and competencies necessary for success in the workplace. The table below demonstrates how MVC nursing program addresses these skills and competencies.

<table>
<thead>
<tr>
<th>Semester 2</th>
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<tr>
<td><strong>Basic Skills</strong></td>
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<tr>
<td>Speaking</td>
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<tr>
<td>Listening</td>
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<tr>
<td>Reading</td>
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<td>Writing</td>
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<tr>
<td>Mathematics</td>
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<tr>
<td><strong>Thinking Skills</strong></td>
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<tr>
<td>Combining ideas or information in new ways</td>
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<td>Making decisions</td>
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<td>Exercising leadership to identify and solve problems</td>
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<td><strong>Personal Qualities</strong></td>
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<tr>
<td>Responsibility</td>
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<td>Self Management</td>
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<td>Accepting direction and criticism</td>
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<td>Integrity/ honesty</td>
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<tr>
<td><strong>Resource management</strong></td>
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<tr>
<td>Time</td>
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<td>Money, materials, and facilities</td>
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<td>Human Resources</td>
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<td><strong>Interpersonal Skills</strong></td>
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<tr>
<td>Participates as a member of a team</td>
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<td>Interacting with clients/customers</td>
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<td>Works with Diversity</td>
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<td>Teaches others new skills</td>
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<tr>
<td>Exercises leadership</td>
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<td>Negotiates</td>
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<tr>
<th><strong>Information Management</strong></th>
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<tbody>
<tr>
<td>Collects and organizes information</td>
<td>Compiles information and resources in a clear, logical manner.</td>
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<tr>
<td>Interprets and communicates information</td>
<td>Identifies evidence-based information and other relevant information. Organizes it appropriately for present and future use. Communicates effectively in clear, grammatically correct English.</td>
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<tr>
<th><strong>Systems</strong></th>
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<tr>
<td>Understanding the structure and dynamics of the entire organization</td>
<td>Demonstrates understanding of the structure of health care in the United States today.</td>
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<tr>
<td>Monitors and Corrects Performance</td>
<td>Recognizes importance of health and safety protocols and practices them independently. Reports potential risks and problems in appropriate manner.</td>
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<tr>
<td>Improves or designs systems</td>
<td>Uses educational experiences and management concepts to suggest system improvements when appropriately.</td>
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<th><strong>Technology</strong></th>
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<tbody>
<tr>
<td>Selects technology and applies it to workplace tasks</td>
<td>Uses tools, technology, and equipment with supervision when needed.</td>
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INTELLECTUAL COMPETENCIES

Nursing satisfies the following Core Curriculum Intellectual Competencies defined by the Texas Higher Education Coordinating Board:

1. **READING:** The ability to analyze and interpret a variety of printed materials (books, documents, and articles) above 12th grade level.

   Competency in reading will be assessed through the student’s reading and understanding of required and suggested reading, class discussions, critical thinking case studies, and examinations.

2. **WRITING:** The ability to produce clear, correct, and coherent prose adapted to purpose, occasion, and audience above 12th grade level.

   Competency in writing will be assessed in the required clinical paperwork.

3. **SPEAKING:** The ability to communicate orally in clear, coherent, and persuasive language appropriate to purpose, occasion, and audience.

   Competency in speaking will be observed in class presentations, discussions, and oral contribution in group activities and interpersonal communication with instructors, peers, staff, and health care providers.

4. **LISTENING:** The ability to analyze and interpret various forms of spoken communication.

   Competency in listening will be observed in the student's response to questions and the ability to follow directions.

5. **CRITICAL THINKING:** The ability to think and analyze at a critical level.

   Competency in critical thinking will be assessed through test questions and by the application of theory in the clinical arena, specifically in the grading of the nursing care plan.

6. **COMPUTER LITERACY:** The ability to understand our technological society, to use computer-based technology in communication, problem-solving, and information acquisition.

   Competency in computer literacy will be assessed by the student's ability to utilize technology in the hospital and in the classroom.
EXEMPLENTARY EDUCATIONAL COMPETENCIES.


http://www.thecb.state.tx.us/index.cfm?objectid=7ED36862-993C-10F2-64CA9C9EDF26C4C

1. COMMUNICATION (composition, speech, modern language)
The objective of a communication component of a core curriculum is to enable the student to communicate effectively in clear and correct prose in a style appropriate to the subject, occasion, and audience.
   ✓ To understand and demonstrate writing and speaking processes through invention, organization, drafting, revision, editing, and presentation.
   ✓ To develop the ability to research and write a documented paper and/or to give an oral presentation.

2. MATHEMATICS
The objective of the mathematics component of the core curriculum is to develop a quantitatively literate college graduate. Every college graduate should be able to apply basic mathematical tools in the solution of real-world problems.
   ✓ To represent and evaluate basic mathematical information verbally, numerically, graphically, and symbolically.

3. NATURAL SCIENCES
The objective of the study of a natural sciences component of a core curriculum is to enable the student to understand, construct, and evaluate relationships in the natural sciences, and to enable the student to understand the bases for building and testing theories.
   ✓ To demonstrate knowledge of the interdependence of science and technology and their influence on, and contribution to, modern culture.

4. HUMANITIES AND VISUAL AND PERFORMING ARTS
The objective of the humanities and visual and performing arts in a core curriculum is to expand students' knowledge of the human condition and human cultures, especially in relation to behaviors, ideas, and values expressed in works of human imagination and thought. Through study in disciplines such as literature, philosophy, and the visual and performing arts, students will engage in critical analysis, form aesthetic judgments, and develop an appreciation of the arts and humanities as fundamental to the health and survival of any society. Students should have experiences in both the arts and humanities.
   ✓ To demonstrate knowledge of the influence of literature, philosophy, and/or the arts on intercultural experiences.

5. SOCIAL AND BEHAVIORAL SCIENCES
The objective of a social and behavioral science component of a core curriculum is to increase students' knowledge of how social and behavioral scientists discover, describe, and explain the behaviors and interactions among individuals, groups, institutions, events, and ideas. Such knowledge will better equip students to understand themselves and the roles they play in addressing the issues facing humanity.
   ✓ To identify and understand differences and commonalities within diverse cultures.
**Comparison of MVC Core Values, MVC Nursing Outcomes, and Student Outcomes for RNSG 1144 Nursing Skills II**

<table>
<thead>
<tr>
<th>Mountain View College Core Values</th>
<th>MVC Nursing Outcome Objectives</th>
<th>Student Outcomes for RNSG 1144</th>
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<tr>
<td><strong>Communication:</strong></td>
<td>• Communicate therapeutically and collaboratively with diverse patients, families, and other health team members in the performance of professional roles. <em>(Provider of patient-centered care; Member of the profession; Member of the health care team)</em></td>
<td>• Demonstrate the ability to utilize therapeutic communication when performing intermediate nursing skills. <em>(Member of the profession; Patient Safety Advocate)</em></td>
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<td>Apply oral and written skills using proper grammar and logic to communicate ideas and positions as appropriate to audience and occasion.</td>
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<td><strong>Critical thinking:</strong></td>
<td>• Utilize nursing theory, natural science, and social science concepts and principles as a base for critical thinking and nursing process which forms the foundation of competent, patient-centered nursing care across the life span. <em>(Provider of patient-centered care; Patient safety advocate; Member of the profession)</em></td>
<td>• Utilize knowledge, judgment, and critical thinking in demonstrating the performance of intermediate nursing skills. <em>(Provider of patient-centered care, Member of the profession)</em></td>
</tr>
<tr>
<td>Apply logical reasoning to solve problems relating to social, political, economical, scientific, or personal issues.</td>
<td>• Perform a physical assessment, analyze and organize the data, and use it as a base for planning and performing nursing care. <em>(Provider of patient-centered care, Member of the profession)</em></td>
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<td><strong>Information Competency:</strong></td>
<td>• Implement standards of nursing practice to advocate and provide for safe patient care. <em>(Provider of patient-centered care; Patient safety advocate; Member of the Profession)</em></td>
<td>• Integrate information competency, theoretical knowledge and standards of care into the performance of intermediate nursing skills and techniques. <em>(Provider of patient-centered care, Member of the Profession)</em></td>
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<tr>
<td>Apply research skills necessary to retrieve and evaluate information to achieve educational, professional, and personal objectives</td>
<td>• Apply research skills as necessary to retrieve and evaluate information for the achievement of educational, professional, and personal goals. <em>(Provider of patient-centered care; Member of the profession; Patient safety advocate)</em></td>
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| **Technological competency:** | • Attain RN licensure. *(Member of the profession)* | • Demonstrate the ability to prepare and administer parenteral medications safely. *(Patient Safety Advocate)*  
• Demonstrate the ability to perform intermediate skills related to nutrition, hydration and elimination and their monitoring. *(Provider of Patient Centered Care)*  
• Identify and apply safety standards in relation to the performance of intermediate skills and nursing care. *(Patient Safety Advocate)*  
• Demonstrate the ability to use electronic documentation and medication procurement and other selected technology. *(Member of a Profession)* |
| --- | --- | --- |
| **Demonstrate an ability to use technical and occupational skills that are appropriate to obtaining gainful employment in the technology oriented workforce.** | • Utilize technology, informatics and technical skills in health promotion, disease prevention, and disease management across the life-span. *(Provider of patient-centered care; Patient safety advocate; Member of the profession)* | **Social Interaction:**  
Core values: teamwork, collaboration, and unity; celebration of diversity; cultivation of colleagues; mutual support and respect.  
• Demonstrate caring behaviors and a holistic nursing approach. *(Provider of patient-centered care; Member of the health-care team))*  
• Collaborate with diverse patients, families, and other health team members in providing quality patient care that will achieve an optimal level of health and wellness. *(Provider of patient-centered care; Member of the health care team; Patient safety advocate)*  
• Safely perform intermediate skills and techniques with a caring and holistic approach. *(Patient Safety Advocate)* |
| **Personal development:**  
Core value: integrity | • Practice within the ethical and legal framework of nursing and assume accountability for ensuring high standards of nursing practice. *(Provider of patient-centered care; Member of the health)* | • Perform intermediate skills and techniques within an ethical/legal framework. *(Member of a Profession)* |
• Utilize leadership and management principles in providing nursing care. (Provider of patient-centered care; Member of the health care team; Patient safety advocate)

• Function in a resource-driven health-care system which demands flexibility and adaptability to meet the unknown and unforeseen. (Provider of patient-centered care; Member of the health care team; Patient safety advocate)

• Maintain accountability and responsibility for one’s own professional nursing values, behaviors, continued nursing education, and life-long learning. (Member of the profession.)

• Demonstrate behaviors that promote the image and integrity of the nursing profession. (Member of the profession)
Course Content

SP2015 - RNSG 1144 Nursing Skills II
January 23 – March 27, 2015
Mondays or Fridays, 8 am – 3 pm

Week 1 –
Introduction, review course syllabus & schedule
1 Drawing up medication
2 Practice SQ Injections

Week 2 -
Check-offs: Drawing up Meds (ampule, vial, Reconstitution, insulin-vials & pens)
3 Introduction of IM/Practice IM Injections

Week 3 –
4 Introduction of ID
Practice all 3 Injections.

Week 4 –
Check-offs: All Injections (#2-4)
5 Introduction to NG tube Insertion

Week 5 – Cont. NG tube Insertion (add meds, suction)
6 Introduction to G-Tube, placement, giving Meds/Practice

Week 6 –
5 Check –offs: NG tube & G-tube

Week 7 –
7 Introduction to Foley Catheter
8 Introduction to Ostomy

Week 8 –
Check-offs: Foley & Ostomy