Clinical Training – Registered Nurse
January 22, 2015 – April 2, 2015

Professor: Charlotte McClellan, MSN, RN
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Office Phone Number: McClellan 972-741-5681, Jones 214-860-3623
Office Hours: As posted and by appointment
Meeting Days & Time: Clinical, Fridays 0600-1800
Meeting Place: Parkland Memorial Hospital
On-Campus Clinical, Thursdays 1300-1700
MVC Skills Laboratory

Credit Hours: 5 Credit Hours

Division: Nursing
Office Phone: 214-860-8593

Course Description:
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. At MVC, this course includes a supervised hospital clinical rotation in which the student cares for one-two acutely ill, non-critical adult patients, selected experiences in the skills laboratory, and medical math content.

Course Prerequisites: Completion of RNSG 1105, RNSG 1462, and RNSG 1309 with a grade of "C" or higher
Concurrent: RNSG 1331, RNSG 1144

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 Requirements

1. Maintain student liability insurance and current American Heart Association Health Care Professional CPR certification.
2. Have in student file, in the nursing department office, a current and complete immunization record and TB skin test. TB skin tests must be done annually while enrolled in the nursing program.
3. Achieve competency, as listed in the syllabus, on the Semester II Dosage Calculation Examination prior to administering patient medications in the clinical setting.
4. Completion of online hospital orientation must be on file at the beginning of the semester.
5. Complete all on-campus and clinical assignments with a 75% or higher.
6. Score 75% or higher on the course clinical evaluation.

Correlation of Texas Core Curriculum with Differentiated Essential Competencies and Student Learning Outcomes for this course

<table>
<thead>
<tr>
<th>Texas Core Curriculum (THECB, 2014)</th>
<th>TBON Differentiated Essential Competencies and Student Learning Outcomes After successful completion of this course, the student should be able to:</th>
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<tbody>
<tr>
<td><strong>1. Critical thinking Skills:</strong></td>
<td>• Determine the physical and mental health status, needs, and preferences of culturally, ethnically, and socially diverse patients and their families based upon interpretation of health assessment findings. (Provider of Patient-centered Care)</td>
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<tr>
<td>Apply logical reasoning to solve problems relating to social, political, economical, scientific, or personal issues.</td>
<td>• Analyze assessment data to identify problems, formulate goals/outcomes, and develop plans of care for patients and their families using information from patients, their families, and the interdisciplinary health care team. (Provider of Patient-centered Care)</td>
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<tr>
<td></td>
<td>• Provide safe, compassionate, comprehensive nursing care to patients and their families</td>
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through a broad array of health care services.
(Provider of Patient-centered Care)

- Implement the plan of care for patients and their families within legal, ethical, and regulatory parameters and in consideration of disease prevention, wellness, and promotion of healthy lifestyles. (Provider of Patient-centered Care)

- Evaluate and report patient outcomes and responses to therapeutic interventions and plan follow-up nursing care. (Provider of Patient-centered Care)

- Develop, implement, and evaluate teaching plans for patients and their families to address health promotion, maintenance, and restoration. (Provider of Patient-centered Care)

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<th>2. Communication Skills:</th>
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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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<tr>
<td>- Communicate and collaborate in a timely manner with members of the interdisciplinary health care team to promote and maintain the optimal health status of patients and their families. (Provider of Patient-centered Care)</td>
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<tr>
<td>- Collaborate with members of the interdisciplinary health care team to promote and maintain optimal health status of patients and their families. (Member of the profession)</td>
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<th>3. Empirical and Quantitative Skills:</th>
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<td>Manipulation and analysis of numerical data or observable facts resulting in informed conclusions</td>
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<td>- Demonstrate knowledge of the Texas Nursing Practice Act (NPA) and the Texas Board of Nursing Rules that emphasize safety, as well as all federal, state, and local government and accreditation organization safety requirements and standards. (Member of the profession)</td>
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<td>- Implement standards of nursing practice in planning and providing care for of two to three patients with intermediate health disruptions and their families. (Provider of care, patient safety advocate, member of the profession)</td>
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<tr>
<td>- Utilize appropriate resources to formulate clinical decisions that are safe and assist adult patients with intermediate health disruptions and their families. (Provider of care, patient safety advocate, member of the profession)</td>
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families toward positive health outcomes. (Provider of care, patient safety advocate, member of the profession)

- Document assessments and patient care in detail, appropriately, and in a timely manner using facility EMR. (Provider of care, patient safety advocate, member of the profession).
- Implement measures to promote quality and a safe environment for patients, self, and others. (Provider of care, patient safety advocate, member of the profession).

### 4. Teamwork:
**Ability to consider different points of view and to work effectively with others to support a shared purpose or goal**

- Coordinate, collaborate, and communicate with patients, their families, and the interdisciplinary health care team to plan, deliver, and evaluate patient-centered care.
- Serve as a health care advocate in monitoring and promoting quality and access to health care for patients and their families.
- Communicate and collaborate in a timely manner with members of the interdisciplinary health care team to promote and maintain the optimal health status of patients and their families. (MHCT)

### 5. Social Responsibility:
**Core values: teamwork, collaboration, and unity; celebration of diversity; cultivation of colleagues; mutual support and respect.**

- Demonstrate caring behaviors and a holistic nursing approach to diverse adult patients with intermediate health disruptions and their families. (*Provider of patient-centered care, Member of the profession*)
- Contribute to the health and well-being of the community through community service. (*Member of the profession*)

### 6. Personal Responsibility
**Ability to connect choices, actions and consequences to ethical decision-making.**

- Function within the nurse’s legal scope of practice and in accordance with the policies and procedures of the employing health care institution or practice setting. (Member of the Profession)
- Assume responsibility and accountability for the quality of nursing care provided to patients, families. (Member of the Profession)
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Obtain instruction, supervision, or training as needed when implementing nursing procedures or practices. (Patient Safety Advocate)

Method of Assessing Student Learning Outcomes

Faculty members facilitate the students’ development of essential knowledge they need to be successful in a career, in their communities, and in life. This knowledge includes caring, competence, communication and clinical decision making necessary for safe and effective practice. Methods of instruction may include, but are not limited to: clinical assignments, patient care assignments, nursing care plan papers, service learning, observation, student-faculty conferences, self-evaluation, pre/post clinical conferences, and on campus lab and simulation.

The written clinical evaluation tool provides the student with criteria for achieving clinical objectives. A formal clinical evaluation is done at midterm and at the end of the semester. It assesses whether or not the student has satisfactorily met the learning objectives during the clinical experience.

Understanding the clinical evaluation tool is essential for both the student and the clinical nursing instructor. If the clinical instructor observes behaviors, which in his/her judgment indicate that the student is or is not satisfactorily meeting criteria for any one of the areas on the evaluation tool. An “unsatisfactory” in any one of the categories denoted with an (***) at the end of the semester will result in failure of the clinical experience, regardless of the behaviors assessed on the remainder of the tool.

Student responsibilities include:
1. Reviewing the tool carefully and ensure understanding of it. Obtaining clarification from the clinical instructor if necessary.
2. Being accountable for learning and providing evidence of that learning.
3. Participating fully in clinical assignments to meet as many of the clinical objectives and listed clinical behaviors as possible.
4. Provide feedback to the instructor which would help the instructor assist you.

***See the Mountain View College Nursing Student Handbook for explanations of UNSATISFACTORY & UNSAFE Clinical Performance
Evaluation Procedures

Grading for this course will include:

- Semester II Dosage Calculations Exam: 7%
- Satisfactory completion of on-campus simulation activities (7 x 3% each): 21%
- Weekly hospital clinical paperwork assignments (6 x 7% each): 42%
- Clinical evaluation: 30%

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 requirements for a particular letter grade in this course are listed below.

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

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.

In compliance with the Family Educational Rights and Privacy Act of 1974, the following procedure will be observed by the nursing faculty: 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.

Dosage Calculation Exams:
Students will be tested throughout the nursing program to ensure adequate math skills prior to the administration of medications. Dosage exams will be given at the beginning of each clinical experience prior to administering medications. One such area is the safe administration of medications from all routes (PO, SQ, IV, etc.).

Medication administration by any route is a serious responsibility. By law, students are held to the same safety standards as registered nurses. Math skills play an essential role in the preparation and dispensing of all medications. It is essential that the student respect the gravity of the responsibility they have undertaken when they administer medications to patients.

Every semester in the clinical course of the nursing program, the student will be tested for math ability and knowledge of drugs. The student will take a drug calculation exam with three attempts to pass the exam. The student must make a score of 80% on the first attempt. If the score is less than 80%, the student must retake the exam and pass with a 90%. In the event if the student does not make a 90% on the second attempt, the student will be allowed to take the exam a third time. On the third attempt, the student must score a 100%. If the student is unsuccessful on the third attempt, the student will fail the clinical portion and will have to withdraw from the nursing program. If the student does not score 80% on the first attempt and must retake the dosage calculations exam, the highest grade a student can earn for the exam is 80%, even if he/she scores higher in subsequent attempts.
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.

This is a clinical course. You may NOT provide care in the hospital if your instructor is not in the building.

Attendance and Classroom Policies:

Students are expected to attend all classes. Students must be in attendance for all clinical hours, both on campus and in the hospital clinical setting, and cannot miss any hours. 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 on-campus clinical/clinical of your reason for leaving early. The instructor cannot excuse the student from missing any clinical hours and will consult with the dean of nursing regarding individual student situations.

The actual dates of each hospital activity will depend on the clinical group to which the student is assigned and the assigned clinical days. The hours and sites for the actual clinical practice will be announced by the instructor.

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 lecture course, 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 include the dropping of courses.

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/clinical. 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 in the lab/classroom, but the use must be confined to class-related activities. Tape recorders may only 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.

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 Dean of Nursing.

Tardiness is an unprofessional behavior, distracts other students, and reduces all students’ ability to learn. If a student is tardy more than 1 hour to any clinical session (hospital or on-campus), this will be counted as 1 absence. If a student is tardy 15 minutes or more for two different times, this will count as a clinical absence. Since there are no make-up days for clinical, an absence will result in withdrawal from the MVC nursing program.

The schedule is subject to change. The instructor reserves the right to change the schedule at any time. Changes will be announced in a timely manner.

Assignments:

Faculty will determine the specific assignments 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 one check-off experience, as listed below. The student will have three chances to pass each check-off. In addition there will be in-class simulations, at-home activities and written assignments, which will also be graded. Students will be expected to view assigned videos and complete other assignments prior to class. There may be other learning activities at the instructor’s discretion.

- The schedule of classes will be different for each clinical group, depending on their clinical day and assignment.
- Some materials may be covered with on-line content or self-study packets. Students should be prepared for all scheduled classes and complete all assignments in a timely manner.
- Some activities will be required to be completed prior to going to the hospital clinical area.
- The student must complete the assigned weekly clinical paperwork satisfactorily and in a timely manner. The specifics may vary week to week and according to the clinical area in which the student is assigned.
- The student must complete the clinical practicum satisfactorily and achieve a satisfactory score on the clinical evaluation form.

Every student must complete 16 hours community service prior by the end of the semester. This is a mandatory requirement for completion of the course. Signed confirmation sheets should be turned in to the Clinical Instructor or Nursing Office.

Late Work Policy:
Late work will not be accepted. Any work turned in late or incomplete will receive a 0% grade.

Makeup Policy:
There will be no make-up of clinical absence time.
Procedures for students who are unsuccessful:
If a student fails a theory, skills, or clinical course, he/she must repeat all related courses. If a student is unsuccessful in clinical and earns a grade of 75% or below on the clinical evaluation, the student must withdraw from the nursing program and is to schedule an appointment with the faculty member. The student will be required to withdraw and complete an exit interview. This appointment is the student’s responsibility.

A student who withdraws from or is dismissed from a course during the semester will no longer be able to attend the clinical lab but may continue to audit the theory course. The student cannot take exams if auditing the course. Reapplication is necessary to re-enter the nursing program. Re-application is not a guarantee of re-entry. See the Student Handbook and the nursing web site for details.

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 March 17, 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

Cell Phones, electronic devices and pagers:
Students are expected to turn off all cell phones, electronic devices and pagers during class time.

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.

**The 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/admis/tsi_requirements.cfm](https://www1.dcccd.edu/cat0506/admis/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 Statement:**
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.
3) You may sign up for free emergency alerts at [http://www.dcccd.edu/aboutdccc/newsandevents/news/pages/emergalerts02-09-10.aspx](http://www.dcccd.edu/aboutdccc/newsandevents/news/pages/emergalerts02-09-10.aspx)
   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.

**Institution Policies: Please Visit:**
http://www.mountainviewcollege.edu/Academics/Documents/Institutional%20Policies.pdf for a complete list of institutional policies (Stop Before you Drop; withdrawal Policy: Repeating a Course; financial Aid; Academic Dishonesty, Americans with disabilities Act Statement; Religious Holidays; and Campus Emergency Operation Plan and Contingency Plan.)

**Journey to Success:**
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.

**Course Calendar:**
See separate document for complete course calendar
In recognition of the professional nature of nursing and the nursing program and my personal responsibilities as a student, I attest to the following:

_____ I have read and reviewed the syllabus, course description, learning outcomes & objectives. I have had time and opportunity to clarify any unclear areas.

_____ I understand the importance of preparing for this course before class, clarifying unclear areas in class, and participating in group discussions. I understand that I earn a grade; that just meeting minimal requirements does not earn an A.

_____ I understand the importance of being on time, being prepared and not missing class. I will not wait until the last minute to turn in assignments or turn them in late.

_____ I will not be late to class or leave early.

_____ I understand my role in limiting cross-conversations and other distractions or disruptive behaviors, including, but not limited to, cell phones, eating, entering and leaving frequently, loud noises, computer noise, etc. in class.

_____ I will leave the room clean of debris and papers.

_____ I understand the withdrawal date in this semester is March 17, 2015.

_____ I understand the Academic Honesty Policy and the Student Code of Conduct. I understand that not reporting cheating makes me culpable. Nurses are held to a higher degree of honesty and must protect the profession and the patients under our care.

_____ I have read and understand the testing schedule and will bring the correct Scantron to any exam situation where one is required.

_____ I understand how the course is graded, including tests, quizzes, and any extra assignments.

_____ I understand the “drop”, exit interview, & Grievance Policies.

_____ I know how to reach my instructor if I need to be absent or need help with the course

_____ I understand that it is my responsibility to maintain my grades.

_____ I understand that a final grade below “C” will not be rounded up.

_________________________________  ________________  ____________
Print Name                Signature                  Date
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