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| **RNSG 2361**  Summer 2011  Coleman College  Clinical Site – West Houston Medical Center  Wednesday and Thursday 6:30 am – 3:30pm  Credit: 3 Lab |
| Instructors Information |
| Mrs. Kathleen Wilson (713) 718-7474 [kathleen.wilson@hccs.edu](mailto:kathleen.wilson@hccs.edu)  Office Hours: 11 am – 2 pm on Tuesdays and Fridays |
| Course Description |
| This course is designed to focus on adults and families with increasingly complex medical-surgical health-care problems requiring high level nursing skills and clinical judgment. Clinical activities include nursing skills of adults in community and hospital settings.  . |
| Prerequisites and Co-requisite |
| **PRE-REQUISITES**  RNSG 1413 Foundations for Nursing Practice RNSG 2213 Mental Health Nursing  RNSG 1360 Clinical Nursing-Foundation RNSG 2263 Clinical Nursing Mental Health  RNSG 2361 Health Assessment RNSG 1412 Nursing Care of the Childbearing  RNSG 1441 Common Concepts of Adult Health & Childbearing Family  RNSG 1105 Nursing Skills I RNSG 1460 Clinical Nursing Registered Training  RNSG 2360 Clinical Nursing Adult 1 RNSG 1247 Concepts of Clinical Decision Making  **CO-REQUISITE**  RNSG 2121 Management of Client Care  RNSG 1144 Nursing Skills II  RNSG 2130 Professional Nursing Review and  Licensure Preparation  RNSG 1343 Complex Concepts of Adult Health  **A.D.N. Handbook**: Students are responsible for reading the Associate Degree Nursing Program Student Handbook. The student will then complete the acknowledgement form and return it to the lead instructor within (7) days. The A.D.N. program assumes after (7) days that the student has read the handbook. If this is not the case, the student will notify the Department Chair of the A.D.N. program in writing. The student is aware that entry into the program establishes a contract governed by the policies and procedures discussed in the A.D.N. Handbook. |
| Course Goals |
| The student will be able to apply specialized theory, skills & concepts in a health-related work-based learning experience. Direct supervision is provided by an expert nursing faculty. |
| Course Student Learning Outcomes |
| 1. The student will 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. 2. Demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, communication in the applicable language of the occupation and business or industry |
| Learning Objectives |
| 1. Determine the health status and health needs of clients and their families with complex  health problems based upon interpretation of health data in collaboration with clients,  families, and other health care professionals.  2. Formulate goals and plan of care for clients and their families with complex health  problems based upon analysis of the data in collaboration with clients, families, and  other health care professionals.  3. Implement the plan of care within the legal and ethical parameters in collaboration with  clients, families and other members of the health care professions to assist clients  and their families meet health care needs safely.  4. Apply principles of teaching and learning to develop and implement a teaching plan for  clients and their families concerning health promotion, health maintenance, disease  prevention, restoration, and rehabilitation.  5. Use various methods to evaluate client and family responses to therapeutic  interventions for complex health problems.  6. Demonstrate professional behavior in the clinical setting.  7. Investigate how management principles are applied in the clinical setting. |
| SCANS or Core Curriculum Statement |
| **Use Information Skills:**  **# 6 – Evaluate Information**  Obtains data regarding client’s current medical/surgical history, physical assessment, diagnostic / lab tests and evaluates their relevance (assessment). Competently performing the tasks of acquiring data and evaluating the information includes posing analytic statements (nursing diagnoses) to determine specific information needs; selecting possible information (nursing interventions) and evaluating its appropriateness; and determining when new information must be created (evaluation).  a. Nursing Process / Nursing Care Plan  **# 9 – Interpret and Communicate Information**  Analyzes information and communicates the results to others using oral and written methods. Competently performing the tasks of communicating and interpreting information to others which includes determining information to be communicated and identifying the best methods to present the information.  a. Formative Evaluation Tool  b. Summative Evaluation Tool  c. Nursing Process / Nursing Care Plan  **Use Technology**  **# 26 – Maintains and Troubleshoots Technology**  Prevents, identifies, or solves problems in machines, computers, and other technologies. Demonstrating  competence in selecting technology includes determining desired outcomes and applicable constraints;  visualizing the necessary methods and applicable technology; evaluating specifications; judging which  machine will produce the desired results.  a. Clinical Skills Practicum  b. Formative Evaluation Tool  c. Summative Evaluation Tool  **Display Appropriate Personal Qualities**  **# 39 – Exhibit Responsibility**  Exerts a high level of effort and perseverance toward goal attainment; works hard to become excellent at doing tasks by setting high standards, paying attention to details, working well and displaying a high level of concentration even when assigned an unpleasant task; and displays high standards of attendance, punctuality, enthusiasm, vitality, and optimism in approaching and completing tasks.  a. Weekly Formative Evaluation Tool  b. Summative Evaluation Tool  c. Student Self-Evaluation Form in Nursing Process / Nursing Care Plan |
| Course Calendar (Available on BlackBoard) |
| To be reviewed on first day of class. |
| Instructional Methods |
| Clinical performance  Multimedia - Computer-Assisted Instruction, Internet Access/Research  Written Assignments – available on BlackBoard  Participation in clinical conferences (pre and post)  Nursing Skills Lab-Simulation learning, and lab practicum.  Blackboard Student User ID: Your Blackboard login user ID will be your HCC User ID (sometimes referred to as the “W” number). All HCC students have a unique User ID. If you do not know your User ID you can look it up by visiting the HCC home page:  ▪ From [www.hccs.edu](http://www.hccs.edu), click on “Login Help” under the “Student System Sign In” field  ▪ Then click on “Retrieve User ID” and follow the instructions. Or use the direct link:  <https://hccsaweb.hccs.edu:8080/servlets/iclient>servlet/sauat/?cmd=start    The default student password is “distance.” Students will then be prompted to change their password after their first login. Please visit DE Technical Support FAQs if you need additional assistance with your log in. |
| Student Assignments: |
| To be reviewed on first day of course and subject to change as deemed necessary by faculty. |
| Instructional Materials |
| Required Text:  1. Brunner and Suddarth’s Textbook of Medical – Surgical Nursing, 11th edition.  2. Lynn, Pamela - Taylor’s Clinical Nursing Skills 2th edition.  Recommended Text:  3. Nix, Sue R. - William’s Basic Nutrition & Diet Therapy 12th edition  4. Sparks and Taylor – Nursing Diagnosis Reference Manual  5. Stedman’s Medical Dictionary 5th edition.  6. EKG Plain and Simple (Paperback) 2nd edition.  **B. Recommended Reading:** Any supplemental reading materials or learning  Required textbooks for theory  Recommended texts for additional data on diagnostic tests and care of the medical/surgical patient.  Current nursing professional journals/periodicals/articles (within the last five years). |
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| HCC Policy Statement: American with Disability Act |
| Services to Students with Disabilities Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact Coleman College Disabilities counselor **Dr. Raj Gupta at 713-718-7631**, the Disability Services at the beginning of each semester. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office.  If the student has a disability or needs instructional accommodation due to a disability, please meet with the lead instructor at the beginning of the course. Documentation must be provided at this time with an official letter of accommodation. |
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| HCC Student Services Information |
| Students who are in need of additional assistance may contact counselors to help with developing strategies for improvement. Coleman counselors are located on the 2nd floor Student Services office. A.D.N. Program counselors Carmen Gentry (713-718-7318) or Dr. Regina Ricks (713-718-7374) are available upon request. |
| HCC Policy Statement: Student Attendance, Withdrawal deadline, Repeaters, Academic Dishonesty and Classroom Behavior |
| **A. Clinical Attendance:**  Students are **expected to attend all** scheduled clinical experiences. Clinical attendance records will be maintained. Absences of no more than 18 hours are permitted for clinical. Excessive clinical absences may result in the student being administratively withdrawn from the course. Absences in excess of 12.5% of scheduled clinical time will result in a deduction of **10% per occurrence from the final grade. Absence without personally calling the instructor will result in a zero grade for the day.**  **B. Tardiness:**  A student who fails to arrive at the designated place at the designated time will be considered tardy. Two (2) tardies will result in the student being counseled for unprofessional conduct. Arriving at the clinical site more than thirty (30) minutes late will result in the student receiving an unsatisfactory (0%) for the day and an absence recorded on their record. The student may be dismissed from the clinical experience for that day by the instructor, and given an alternate assignment (a paper researching a specific nursing intervention, treatment, rule from the nurse practice act, etc). Repeated tardiness (more than 2 times) may result in counseling and possible disciplinary action. Students dropped administratively will also be withdrawn from the other co-requisite RNSG courses.  **Last day** **for Administrative/Student Withdrawals July 26th Tuesday - 4:30 pm**  **C. HCC Course Withdrawal Policy:**  If you feel that you cannot complete this course, you will need to withdraw from the course prior to the final date of withdrawal. Before, you withdraw from your course; please take the time to meet with the instructor to discuss why you feel it is necessary to do so. The instructor may be able to provide you with suggestions that would enable you to complete the course. Your success is very important. Beginning in fall 2007, the Texas Legislature passed a law limiting first time entering freshmen to no more than **SIX** total course withdrawals **throughout** their educational career in obtaining a certificate and/or degree.  To help students avoid having to drop/withdraw from any class, HCC has instituted an Early Alert process by which your professor *may* “alert” you and HCC counselors that you might fail a class because of excessive absences and/or poor academic performance. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you – online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.  If you plan on withdrawing from your class, you **MUST** contact a HCC counselor or your professor prior to withdrawing (dropping) the class for approval and this must be done **PRIOR** to the withdrawal deadline to receive a “W” on your transcript. \*\*Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online registration calendars, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC counselor to determine class withdrawal deadlines. ***Remember to allow a 24-hour response time when communicating via email and/or telephone with a professor and/or counselor. Do not submit a request to discuss withdrawal options less than a day before the deadline.***  If you do not withdraw before the deadline, you will receive the grade that you are making in the class as your final grade.  **C. Repeat Course Fee:** The State of Texas encourages students to complete college without having to repeat failed classes. To increase student success, students who repeat the same course more than twice, are required to pay extra tuition. The purpose of this extra tuition fee is to encourage students to pass their courses and to graduate. Effective fall 2006, HCC will charge a higher tuition rate to students registering the third or subsequent time for a course. If you are considering course withdrawal because you are not earning passing grades, confer with your instructor/counselor as early as possible about your study habits, reading and writing homework, test taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available.  **D. Academic Dishonesty:**  A student who is academically dishonest is, by definition, not showing that the coursework has been learned, and that student is claiming an advantage not available to other students. The instructor is responsible for measuring each student's individual achievements and also for ensuring that all students compete on a level playing field. Thus, in our system, the instructor has teaching, grading, and enforcement roles. You are expected to be familiar with the Houston Community College’s Policy on Academic Honesty, found in the catalog. What that means is: If you are charged with an offense, pleading ignorance of the rules will not help you. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. “Scholastic dishonesty”: includes, but is not limited to, cheating on a test, plagiarism, and collusion.  Cheating on a test includes:   * Copying from another students’ test paper; * Using materials not authorized by the person giving the test; * Collaborating with another student during a test without authorization; * Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test that has not been administered; * Bribing another person to obtain a test that is to be administered.   Plagiarism means the appropriation of another’s work and the unacknowledged incorporation of that work in one’s own written work offered for credit.  Collusion mean the unauthorized collaboration with another person in preparing written work offered for credit. Possible punishments for academic dishonesty may include a grade of 0 or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. (See the Student Handbook)  **E. Classroom Behavior** As your instructor and as a student in this class, it is our shared responsibility to develop and maintain a positive learning environment for everyone. Your instructor takes this responsibility very seriously and will inform members of the class if their behavior makes it difficult for him/her to carry out this task. As a fellow learner, you are asked to respect the learning needs of your classmates and assist your instructor achieve this critical goal.  **Use of Camera and/or Recording Devices** As a student active in the learning community of this course, it is your responsibility to be respectful of the learning atmosphere in your classroom. To show respect of your fellow students and instructor, you will turn off your phone and other electronic devices, and will not use these devices in the classroom unless you receive permission from the instructor.  Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations |
| Instructor requirements |
| As your Instructor, it is my responsibility to**:**   * Provide the grading scale and detailed grading formula explaining how student grades are to be derived * Facilitate an effective learning environment through class activities, discussions, and lectures * Description of any special projects or assignments * Inform students of policies such as attendance, withdrawal, and tardiness * Provide the course outline and class calendar which will include a description of any special projects or assignments * Arrange to meet with individual students before and after class upon request   To be successful in this class, it is the student’s responsibility to**:**   * Attend clinicals prepared and participate in pre and post clinical discussions and activities * Complete the pre-clinical * Complete the required assignments and exams: * Ask for help when there is a question or problem * Keep copies of all paperwork, including this syllabus, handouts and all assignments * Complete the course with a 75% passing score |
| Program/Discipline Requirements |
| To be reviewed on the first day of class. |
| HCC Grading Scale and Course Evaluation |
| 1. Satisfactory completion (75% or greater) of clinical requirements 2. Satisfactory score (90% or greater) on pharmacology abbreviations and mathematics computation quiz 3. Clinical skills practicum 4. Written skills exam   **METHODS OF EVALUATION**   1. A compiled score on the Clinical Performance Summative Evaluation Tool administered at the end of the semester, based on the average of cumulative scores from the student's weekly formative evaluation tool. This score will count as 50% of the total course grade. 2. The highest percentage grades of four completed care plans (graded using Care Plan Grading Form) will be averaged, and the average will comprise 30% of the total course grade. 3. The grade from the first math examination will count as pass/fail. 4. A written case study will count as 20% of the total course grade.     Grading Scale: A = 100 - 90  B = 89 - 80  C = 79 - 75  D = 74 - 60  F = below 60  **A minimum grade of “C” must be achieved In order to pass the RNSG 2361 course.** |
| Clinical Performance and Preparation |
| 1. The student must demonstrate orally and in writing, evidence of thorough and accurate assessment data for client(s) assigned by the instructor as caseload for clinical practices. 2. Students must attend pre-clinical on the day before the scheduled clinical shift in order to adequately prepare for care of the patient(s). 3. Failure to complete the care plan components required for specific clinical week, will result in an unsatisfactory grade (0%) for that clinical day and the student **will not** be allowed to do client care. The student can be given an "absence" and may be sent home for that clinical day. The instructor may give the student an alternate assignment to be completed by the following day (i.e. researching a specific nursing intervention, nursing diagnosis, material for a clinical post conference). 4. The students must submit the required care plan (week-specific components) for assigned client(s) within the deadline specified by their clinical instructor. A student who fails to submit the required care plan(s) on time will have 10 points per day deducted from that care plan grade. 5. Faculty will select clients for each student appropriate to the individual’s learning needs. If, in the discretion of the clinical instructor, the student demonstrates the ability to select appropriate clients for clinicals the instructor may allow the students to select their own clients on a weekly basis. **NOTE: Students who demonstrate behaviors that may endanger clients, staff, faculty, visitors, or themselves will be removed IMMEDIATELY from the clinical area and referred to the Program Chair for appropriate disciplinary action.** 6. Students are expected to continuously monitor clients' response to nursing care and treatment and report their findings to the appropriate member of the nursing staff and their instructor. All data reported and/or recorded concerning clients must be accurate and complete. Students **MAY NOT** record in client’s records without the expressed approval of instructor. Students are required to participate in group conferences with staff, peers, and faculty in order to coordinate the sharing of information and learning experiences. 7. Administration of medication (topical, oral, intradermals, subcutaneous, and intramuscular only) is to be done only under direct faculty supervision unless otherwise directed by faculty. Students may not administer or regulate intravenous solutions or medication, but are expected to calculate rates of flow and monitor the IV fluid(s) for timeliness. The student is to know the indications, action, safe dosage, routes of administration, side effects, and contraindications for all medications ordered for their client(s). 8. Formative weekly evaluations are maintained. Summative clinical evaluation will be conducted twice during the semester; mid-term and final. A student with an unsatisfactory performance at the mid-term evaluation will be counseled by the faculty and will be informed of necessary behaviors to be improved. 9. Students will maintain **ALL** written work (Formative Evaluations, Cumulative Evaluations, Nursing Care Plans, and checklist, etc.) in a Portfolio that will be available to faculty and HCCS administration at all times. Instructor may elect to keep portfolio and make it available for the student to review at the clinical site or when requested in advance by the student. |
| Exam Procedures and Testing Protocol |
| **A. Exam Procedures/Remediation:**  Test grades will be distributed within one week after the exam.  Students may review exam booklets by appointment with the instructor. Each exam will be available for review until the next exam.  Students who score less than 75 on an exam must make an appointment to review the exam with the faculty within one week and is expected to meet with the program counselor.  If a student needs remediation, an appointment may be made with their faculty during their designated office hours. Faculty office hours will be posted at faculty office doors. Remediation will be made available to any students enrolled in RNSG 2361 who expresses the need for this service. It is expected that the student will make appointment at least one week ahead of time and come to the session prepared. Student responsibilities include bringing textbook, lecture notes, questions or topics for discussion and following through with all instructor-made assignments. Student will receive extra assignments to facilitate his/her learning.  **B. Testing Protocol:**  The instructor controls the options of seating arrangement, movement, leaving the room, and stopping an exam for violation of scholastic dishonesty.  All books, papers, notebooks, and personal belongings will be placed away from the desk before testing begins. Use of cell phones is prohibited in the testing area.  Any verbal or nonverbal communication between students during testing situation will be grounds for the termination of the testing. A grade of zero (0) will be recorded and averaged into the final grade.  Should a student need to communicate with the instructor, remain seated and raise hand.  Any infraction of scholastic dishonesty may be grounds for dismissal from the program. |