

**Division of Health Sciences
Associate Degree Nursing Department**

**RNSG 2360: CLINICAL NURSING COMMON CONCEPTS OF
ADULT HEALTH - MEDICAL SURGICAL NURSING I
Level 3 Students**

Summer 2021 | May 24, 2021 – August 15, 2021
In-person Clinical on Mondays, 7am - 7pm: Cornerstone TMC
3 Credit Hours | 12 Clinical Hours | 72 contact hours | 12 weeks

Note Due to COVID 19 protocol observances and clinical site restrictions You were online for the Spring semester for fewer hours resulting in 72 contact hours for the semester. Each student received an incomplete ("I") at the end of the semester. You will complete the remaining 72 contact hours required for the course during this summer semester at the clinical agency above for an in-person training.*

Instructors Contact Information

Instructor	Phone #	Email	Virtual Office Hours
Dr. Lilian Ofoegbu, DNP, MSN, RN	Office: 713 718 7474 cell: 832 368 9910	lilian.foegbu@hccs.edu	Wednesdays 10am - 3pm

Please feel free to contact me at any time concerning any problems that you are experiencing in this course. Your performance in the clinical is especially important to me.

I am available to hear your concerns and/or just discuss course topics.

Instructor’s Preferred Method of Contact

HCC Email or Canvas Inbox

I will answer email within 24 hours on weekdays and Monday morning for the weekend messages. Students may also use Canvas Inbox to communicate with me.

What’s Exciting About This Course

In this course, you will learn about common concepts related to medical surgical nursing practice. You will develop an understanding of the assessment and patient care, how to plan care, how to work collaboratively with other health professionals and provide safe care to patients. You will also learn to adapt different cultural factors in patient care and develop an understanding of how people respond to health problems based on age and cultural backgrounds. This course provides a

health-related work-based learning experience that enables the students to apply specialized nursing theory, skills, and concepts in clinical practice. Direct supervision is provided by the clinical faculty.

My Personal Welcome

Welcome to Common Concepts of Adult Health Clinical course. We look forward to working with each of you to reach your goals. One of our passions is to be an encouragement to students as they strive for success. Our intentions for this class are to partner with you to help you learn about the common concepts related to medical surgical nursing that would benefit you to get to your next phase of nursing career life.

We will present the information in the most exciting way, so that you can grasp the concepts and apply them in clinical and hopefully throughout your nursing life. As you learn and wrestle with new ideas and facts that may challenge you, I am available to support you. The fastest way to reach me is by HCC email/Canvas Inbox. I am available in-person during clinical hours to answer any questions you might have. My goal for you is to walk out of the course with a better understanding of Common Concepts of Adult Health nursing. So please contact me whenever you have a question.

Course Modality

The course modality of this class is in-person on a schedule at an assigned clinical agency. Faculty will hold clinical experiences at the assigned schedule and the clinical site, and students will attend in-person each clinical period.

Prerequisites and/or Co-Requisites

The minimum requirements for enrollment in RNSG 2360 are as follows:
Completed and passed all pre-requisite courses and requirements.

Pre-Requisites

Students must pass all previous Level 1 courses before progressing to the next level, which includes the following

RNSG 1413 Foundation for Nursing Practice
RNSG 1360 Clinical Nursing Foundations
RNSG 1201 Pharmacology
RNSG 1105 Nursing Skills 1

Co-requisites

RNSG 1341 Medical Surgical Nursing 1
RNSG 1144 Skills Lab

Please refer to the policy in the [HCC Student Handbook and the ADN Student Handbook for questions related to failures, withdrawals, and progression.](#)

Eagle Online Canvas Learning Management System

This course will use [Eagle Online Canvas \(https://eagleonline.hccs.edu\)](https://eagleonline.hccs.edu) to supplement clinical assignments, grading, and other academic activities. You are expected to use Eagle Online Canvas regularly. It is your responsibility to check for updates and/or changes.

HCCS Open Lab locations may be used to access the Internet and Eagle Online Canvas. It is recommended that you **USE [FIREFOX](#) OR [CHROME](#) AS YOUR BROWSER.**

HCC Online Information and Policies

I encourage you to visit the HCC Online information pages. They contain a great deal of useful information about using Canvas. Here is the link to HCC Online:
<http://www.hccs.edu/online/>.

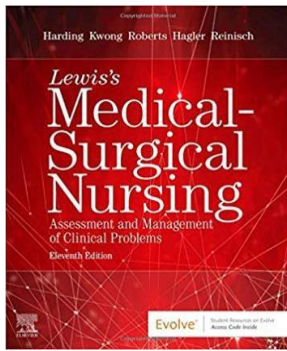
Scoring Rubrics, Assignment Instructions, etc.

Look in Eagle Online Canvas modules for the scoring rubrics of assignments, assignment instructions, clinical documents, and other information to assist you in this clinical course. <https://eagleonline.hccs.edu/login/ldap>

Instructional Materials

Textbook Information

Required:



ISBN: 9780323823203

Required Text book:

Harding, Mariann et. al (2020) Lewis's Medical Surgical Nursing: Assessment and Management of Clinical Problems, 11th Edition package, **Semester 2 A.D.N. SPRING 2021 Bundle** available at <https://evolve.elsevier.com>

To order your book bundle, see Instructions in Canvas modules under Textbook and resources

Other Instructional Resources

Semester 2 A.D.N. SPRING 2021 Bundle that is available at <https://evolve.elsevier.com>

You will have access to clinical components of Common Concepts of Adult Health that includes Sherpath, Lewis ebook, case studies, Patient reviews, Simulation learning system (SLS), Virtual Clinical Excursion (VCE), and Sim chart.

Morris, Deborah. Calculate with Confidence – this book is for medication calculation

Texas Board of Nursing Practice Act, https://www.bon.texas.gov/practice_nursing_practice.asp

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the HCC Tutoring Services website for services provided.
(You may also contact your instructors for additional information regarding tutoring)

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>. Please see your instructor for information regarding these services for your area)

Course Overview

RNSG 2360 is a clinical course that provides clinical opportunities for application of a systematic problem-solving process, critical thinking skills and concepts to provide comprehensive nursing care to patients and families across the lifespan with common health care needs including, peri-operative care, adult health problems and health issues related to aging. Emphasis is on tertiary disease prevention, health maintenance/restoration and collaboration with members of the interdisciplinary health care team. Contents include the roles of the professional nurse and applicable competencies in knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to an integrated approach.

Program Student Learning Outcomes (PSLOs)

Upon graduation students will be able to:

1. Communicate effectively with patients, families, and members of the health care team.
2. Utilize a systematic problem-solving approach in caring for patients with common and complex needs
3. Demonstrate appropriate entry level associate degree nursing program didactic competencies to pass the NCLEX-RN licensure examination
4. Demonstrate safe entry level nursing practice as defined by the four roles of the Differentiated Essential Competencies of Graduates of Texas Nursing Programs (DECs).

End of Course Student Learning Outcomes (CSLOs WECM)

Upon completion of RNSG 2360 the student will be able to:

1. Apply the theory, concepts, and skills related to common concepts of Adult Health involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with Nursing Profession.
2. Apply systematic problem-solving skills using critical thinking for clinical decision-making across the life span
3. Demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of Nursing profession.

Course Learning Objectives

- 1.1 Determine the health status and health needs of clients and their families with adult health problems based upon interpretation of health data in collaboration with clients, families, and other health care providers.
- 1.2 Formulate goals and plan of care for clients and their families with adult health problems based upon analysis of data in collaboration with clients, families, and other health care professionals.
- 2.1 Implement the plan of care within the legal and ethical parameters in collaboration with Clients, families and other members of the health care profession to assist clients and their families to meet adult health care needs safely.
- 2.2 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.
- 3.1 Use various methods to evaluate client and family responses to therapeutic interventions for adult health problems.
- 3.2 Demonstrate professional behavior in the clinical setting

DIFFERENTIATED ESSENTIAL COMPETENCIES (DECs)

Competencies assigned to RSNG 2360 are based on the TBON Differentiated Essential Competencies (DECs).

Utilize critical thinking skills and a systematic problem-solving process as a framework for providing care for adults and families with complex healing care needs related to each body system in health and illness

Explain the roles of the professional nurse in caring for adult clients (DECs: I. A, B, C; II. A, C, D, E, F, G; III. A, B, C, D; IV. B, C, D, E).

DECs Four Roles (See the BON website www.bne.state.tx.us for a list of the DECs)

The competencies are written to guide nursing programs to meet the approval criteria established by the Texas Board of Nursing (BON) and to ensure that programs prepare graduates to provide safe, competent care to the people of Texas. A competency is described as "An expected level of performance that Integrates knowledge, skills, abilities, and judgment" (American Nurses Association, 2008, p.3).

1. Member of the Profession: listed as primary role to focus on the profession
2. Provider of Patient-Centered Care: Emphasizing patient-centered care
3. Patient Safety Advocate: New concerns about patient safety
4. Member of the Health Care Team: Relates to the nurse' participation in the health care team

QSEN COMPETENCIES

Using the institute of Medicine (2003) competencies for nursing, QSEN

faculty have defined pre-licensure and graduate quality and safety competencies for nursing and proposed targets for the knowledge, skills, and attitudes to be developed in nursing pre-licensure programs for each competency as follows:

- Patient centered care
- Teamwork and Collaboration
- Evidence Based Practice
- Quality improvement
- Safety
- Informatics

QSEN pursues strategies to build will and develop effective teaching approaches to assure that future graduates develop competencies in patient-centered care, teamwork and collaboration, evidence-based practice, quality improvement, safety, and informatics. About QSEN, Copyright 2014, CWRU

<http://qsen.org/competencies/>

Student Success

Expect to spend at least twice as many hours per week outside of clinical studying the course contents and doing clinical assignments. Additional time will be required for written assignments, such as care plan/care map. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

1. Reading the textbook related to pathophysiology of diseases and nursing process.
2. Attending clinical in person at the assigned units in the clinical site.
3. Completing assignments, such as care plan/care map on or before the due date.
4. Participating in clinical activities, pre and post clinical conferences

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material and practicing the clinical nursing skills using the course objectives as your guide.

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

1. Facilitate an effective learning environment through learner-centered instructional techniques
2. Provide the grading scale and detailed grading formula explaining how student grades are derived
3. Provide a description of any special projects or assignments
4. Inform students of policies such as attendance, withdrawal, tardiness, and make up
5. Provide the course outline and course calendar which will include a description of any special projects or assignments
6. Arrange to meet with individual students before and after clinical as required

As a student, it is your responsibility to:

1. Attend clinical in person at the assigned units in the clinical site as scheduled
2. Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
3. Read and comprehend the textbook related to pathophysiology of particular diseases and nursing process
4. Complete the required assignments, such as care plan/care map
5. Ask for help when there is a question or problem
6. Keep copies of all paperwork, including this syllabus, handouts, and all assignments
7. Be aware of and comply with academic honesty policies in the HCCS Student Handbook and the ADN Student Handbook

<https://www.hccs.edu/resources-for/current-students/student-handbook/>

Virtual Clinical (Spring Semester completed)

In keeping you up-to-date in regards to managing clinical, the COVID-19 Pandemic crisis situation and specific health guidelines, the RNSG 2360, Medical Surgical Nursing 1 Clinical will be done online as virtual clinical in Spring 2021 per administration.

It is my goal to make the learning environment is accessible and supportive for you. You must have access to a laptop or tablet with a webcam. If you do not have access to one of these technological components, please contact IT to get it on loan by clicking the link below.

<https://online-03.hccs.edu/eo2help/>

This means **we will use Eagle Online** to meet for the virtual clinical, RNSG2360, Medical Surgical Nursing 1 Clinical. This is out of an abundance of caution as we continue to monitor the COVID-19 situation in the Houston area.

You will need to login to Eagle Online at the scheduled dates and times for this class. For technical support on accessing Eagle Online, [click here](#). If you haven't done already, please review the [Student Toolkit](#) that includes helpful information about Eagle Online, technology and wifi support, and other resources that will help to make sure we have a successful start to the Spring 2021 semester.

Feel free to ask questions by way of using your HCC email address or Canvas. I will respond back to your question(s) within 24-48 hours. As I will be diligent in checking my HCC emails, I expect students to check emails and canvas daily. Enjoy the virtual clinical, learning online that will benefit your learning today, as well as in the future.

Communication Options:

- Canvas Inbox (HCCS Eagle Online)
- HCC Email
- WebEx allows for meeting with student via video
- conferencing platform in canvas

Instructional Methods/Resources

We will use Evolve online resources for Virtual Clinical, such as Sherpath, Simulation Learning System, Virtual Clinical resource (VCE), Hesi patient reviews and Sim Chart. We will use the online conferencing system in canvas during synchronous virtual clinical and the assignment section to post your assignments.

The Virtual Clinical resources are available in the Elsevier package resources of Level 2.

To order your book bundle, please see the Instructions in Canvas modules under Text book and resources

HCC Canvas Technical Support

HCC uses the Canvas learning management system (LMS), which we call Eagle Online. To access Eagle Online, you will need a PC (Windows 7 sp1 or better), or Mac (OS X 10.8 or better) with a broadband connection to the Internet.

Eagle Online Technical Support - call 713.718.8800, option 3

Canvas Browser Requirements:

- Canvas recommends the use of the latest version of any web browser. It's important to update your web browser regularly.
- Pop-ups must be enabled. Disable your pop-up blockers.
- Javascript must be enabled
- Cookies must be enabled
- Install the most commonly used internet plugins and keep them updated

Please call for IT help - 713.718.8800, option 3

Assessment, Assignment, & Clinical Activities

Please carefully review all the information in this section and don't hesitate to ask questions if anything is unclear to you. Be assured that we have thoughtfully designed all the assignments, and clinical activities in this course to enable you to learn the material and to be successful. By providing due dates, we are helping you stay on track and accomplish your goal of getting the best grade you can in this course.

Criteria: **The student must complete the following requirements in order to receive a satisfactory clinical grade for RNSG 2360.**

Assessment

50% of total grading will be completed via virtual clinical, which includes weekly clinical performance evaluation, assignments such as concept map, VCE (Virtual Clinical Excursion), SLS (Simulation Learning System), HESI patient reviews, and/or Simulation Performance with Simulation tech. The remaining 50% of the clinical grade will be completed when the clinical sites resume and start allowing in-person clinical.

Weekly Clinical Performance Evaluation

Weekly clinical performance evaluation will be conducted weekly during the semester.

Student's weekly clinical performance will be graded according to established criteria stated on the Weekly Formative Evaluation Tool. This total score will contribute 25% of the total clinical grade.

Assignments using Evolve Online Learning Resources

Evolve Online Learning Resources will be used weekly to enhance learning of common concepts of Adult Health, which includes concept map, VCE (Virtual Clinical Excursion) workbook, SLS (Simulation Learning System), and HESI patient reviews. The total score of the weekly assignments will contribute 25% of the total clinical grade.

Math Policy / Procedure:

Policy: Safe administration of medications is a cornerstone of safe patient care. To assure students are prepared to calculate medication dosages, there will be a math test prior to each clinical rotation

Procedure: Each student will be given a math packet in canvas to review the math problems. On the first day of theory for the designated term (Foundations, Transition, Medical/Surgical Nursing, Pediatrics, and Obstetrics), the instructor for the theory class will present an overview of the math for the upcoming clinical.

The math test will be given the second week of classes by the theory instructor. Students will be required to pass the exam with 90% or greater grade. Students who do not pass the exam on the first attempt will be given a second test the following week after remediation. A third, which will be the final test will be given the following week.

Any student unable to pass the exam by the third attempt will not be allowed to continue in the clinical rotation and therefore will be counted as failing the clinical course. The student will also have to drop the theory, which is the co-requisite course.

Grading Formula for the Spring Semester

Weekly Clinical Performance	25%
Concept Map/VCE workbook/HESI patient reviews	25%
TOTAL	50%

The remaining 50% of the clinical grade will be completed during in-person clinical. In-person clinical evaluation includes Nursing care plan (20%) and weekly clinical performance evaluation (30%).

Nursing Care Plan

- a) Must show evidence of accurate assessment of clients assigned as caseload.
Subjective data from client and chart information can be obtained.
- b) **One** care plan must be submitted by the due date specified by the instructor. For

each selected patient, the student should have knowledge of the patient care and assessment needs. The student should be aware of the type of care provided on the assigned unit. A complete care plan **must contain a minimum of five nursing diagnoses and details for 3 nursing diagnoses, which includes 5 nursing interventions for each nursing diagnosis.** The diagnosis should be categorized according to priority. The first three nursing diagnoses will be fully detailed in the plan of care.

- c) When the student turns in the care plan, the Criteria for Nursing Process Implementation (Grading rubric) form must be included. Satisfactory is considered 75% or greater on the Criteria for Nursing Process Implementation form. **The care plan will comprise 20% of the clinical grade.**
- d) **If a student turns in the care plan late, 10 (ten) points will be deducted for each day the assignment is late.**

Grading Formula for the Summer Semester

Weekly Clinical Performance	30%
Nursing Care Plan (1)	20%
TOTAL	50%

Selection of Clinical Experiences

Students are required to participate in the selection of their learning experiences such as in the selection of client caseload for clinical practice.

Facility requirements and guidelines

To ensure clients' safety, students are required to work with clinical faculty and staff of the institution within established rules or guidelines and according to nursing policy and procedures for students' clinical practice.

Note: Students who demonstrate behaviors endangering the clients, other people, or self will be removed from the clinical facility

Client Care Evaluation

Students are expected to monitor client's response to nursing care and treatment and report these responses to the appropriate member of the health team. All data reported and recorded concerning clients must be accurate and complete. Students are expected to participate in group conferences with staff, peers, and faculty to coordinate client care management and to share information regarding clients' progress and the need for client teaching and discharge planning. Clinical skills practicum will be available throughout the semester.

Administration of Medication

Administration of medications in incorrect doses endangers the lives of clients who receive the medication. It is an absolute necessity for the student to have adequate knowledge of dosage calculation for patient safety (core competency). **Medication administration is a requirement for this course.**

A student who receives an **unsatisfactory** clinical grade in the final evaluation (grade below 75%) will potentially receive a failing grade for this course.

HCC ADN Grading Scale

A= 100-90 4 points per semester hour

B= 89-80 3 points per semester hour

C= 79-75 2 points per semester hour

D= 74-60 1 point per semester hour

59 and below = F 0 points per semester hour

W (Withdrawn). 0 points per semester hour

I (Incomplete) 0 points per semester hour

AUD (Audit) 0 points per semester hour

**Note: All nursing courses (RNSG) require a C to be considered passing.
A 74.5 and above will be rounded to a 75.**

**HCC Grading Scale can be found on this site under Academic Information:
<http://www.hccs.edu/resources-for/current-students/student-handbook/>**

Calendar/Clinical Schedule

Clinical schedule will be based on clinical site assigned. Each Clinical Instructor will provide a schedule based on the units available in the clinical facility.

In case of Virtual Clinical, Instructor will provide information related to Elsevier products including Virtual Clinical, which includes VCE (Virtual Clinical Excursion), SLS (Simulation Learning System), Sherpath case studies, Hesi patient scenarios, and Sim Chart.

Syllabus and Calendar Modifications

The instructor reserves the right to modify the syllabus and/or course calendar at any time during the semester and will promptly notify students typically by canvas announcements/ e-mail, of any such changes.

Instructional Methods

A. Contemporary Technology

1. Computer Assisted Instruction (explanatory and interactive)
2. Internet Access to look up facility policies
3. Hospital Facility EMR (Electronic Medical Record) Access

B. Concept Reinforcement

1. Critical thinking scenarios (endocrine, gastrointestinal, oxygenation, cardiovascular, reproductive, renal, neurological, integumentary, hematological, oncology)
2. Online synchronous sessions: We will use the online conferencing system in canvas during synchronous virtual clinical and the assignment section to post your assignments.
3. Current research findings and literature discussion
4. Individual faculty-student conferences
5. Math calculation of Medication dosages

C. Clinical Instruction

1. Performing different nursing skills under supervision

2. Learning through simulation using various Evolve online resources for Virtual Clinical, such as Sherpath Case studies, Simulation Learning System, Virtual Clinical resource (VCE), Hesi patient reviews and Sim Chart.
3. Psychomotor skill development

ATTENDANCE AND TARDINESS

Strict attendance is required for all clinical experiences. The clinical hours established in the syllabus must be completed in totality per Texas Board of Nursing requirement. In addition, orientation to the clinical facility is mandatory. This orientation is established by the facility and failure to attend when scheduled will constitute you not being able to attend clinical, which will constitute grounds for clinical withdrawal and clinical failure.

CLINICAL ATTENDANCE POLICY

The nursing faculty believes that no make-up clinical assignments can adequately duplicate a missed clinical experience if a student has excessive absences.

Clinical Absences: Students are expected to attend all scheduled clinical experiences. Absences are for illness/emergencies only. Only one excused clinical absence will be permitted, and the student must provide appropriate documentation (such as an excuse from a healthcare provider, court document, receipt for fixing a flat tire, etc.) for the absence to be excused. The clinical instructor will determine if an absence will be excused. If a student has an unexcused absence, they will receive a grade of zero (0) for the day.

Whether an absence is excused or unexcused, the student will be required to attend another scheduled clinical experience in order to make up the missed clinical hours. Only one make-up clinical experience will be held during the semester, at a designated date and time. If the student does not attend the scheduled make-up clinical experience, the student will fail the course. Failure to complete the required number of hours in any clinical course, for any reason(s), will result in failure of that course.

If unable to attend clinical, the student must personally contact the instructor (simulation leader or traditional clinical instructor) prior to the start of the clinical day. If the student fails to personally contact the instructor prior to the start of the clinical day, the absence will be a "no call, no show." The student will receive a grade of "zero (0)" for clinical criteria for that day and a contact action form will be completed and placed in the student's file.

A contact action form will also be completed for a second and subsequent absences and the student will be referred to the nursing Program Director. Each absence (after the first) will result in a zero (0) for the clinical day and a 15% reduction in the student's final grade. A student may be administratively dropped from the nursing program for exceeding the maximum number of absences allowed for the semester.

Tardiness: Tardiness hampers continuity of patient care. Students are expected to arrive at the clinical and/or simulation site on time. "Late" is arriving at the assigned meeting place more than 15 minutes after the designated meeting time. Students are required to personally notify their hospital clinical or simulation instructor by telephone as soon as they know that they will be late. The tardy student must meet in person with the clinical instructor after arriving late. The student will be allowed to remain at the clinical facility after being late only one time. For any subsequent time being tardy, the student will be sent home and she/he will receive a grade of zero (0) for the day.

Clinical Requirements: If a student misses any scheduled clinical orientation (hospital, facility, and/or one scheduled by faculty), or fails to complete and turn in paperwork and/or modules required by the clinical site, by the designated time and date, the student will be dismissed from the program.

Wrong Facility: It is the student's responsibility to be aware of his or her clinical rotation dates and sites. Should the student inadvertently go to the wrong clinical facility, the absence will be a "no call, no show." The student will be sent home and will receive a grade of zero (0) for clinical criteria for that day.

Pregnancy

Students who are pregnant, or become pregnant during their clinical rotation, must see the ability counselor. While Title IX accommodations are available, all clinical hours must still be completed.

Clinical Remediation

Any student requiring remediation for a clinical skill or activity shall be referred to open lab to practice the skill and must show competence in the nursing lab within 2 weeks of the referral or as indicated by the instructor.

IMMUNIZATION STATUS and CARDIO-PULMONARY (CPR) RESUSCITATION CERTIFICATION

Students must be current on all immunizations including influenza vaccine and TB. A current CPR card/documentation must also be in your file.

EARLY ALERT STATEMENT

The Houston Community College Early Alert program has been established to assist in the overall effort to retain students who are at risk of failing, withdrawing, or dropping a course.

This process requires instructional faculty and student support staff to identify students who are performing poorly as early as possible and provide relevant support services to help students overcome their deficiencies. A student is identified when an instructor notices academic or personal difficulty that affect student's academic performance. The possible problem (s) could be tardiness, missed/failed test scores, excessive absences, or several other circumstances. Once a referral is made counselors will then contact students to discuss the issues and possible solutions to their academic difficulties.

HCC Online Student Handbook

All students are responsible for reading and understanding the HCC Online

Student Handbook, which contains policies, information about conduct, and other important information. For the HCC Online Student Handbook click on the link below or go to the HCC Online page on the HCC website.

The HCC Online Student Handbook contains policies and procedures unique to the online student. Students should have reviewed the handbook as part of the mandatory orientation. It is the student's responsibility to be familiar with the handbooks Contents. The handbook contains valuable information, answers, and resources, such as HCC Online contacts, policies and procedures (how to drop, attendance requirements, etc.), student services (ADA, financial aid, degree planning, etc.), course information, testing procedures, technical support, and academic calendars.

Refer to the HCC Online Student Handbook by visiting this link:

<http://www.hccs.edu/media/houston-community-college/distance-education/student-services/HCC-Online-Student-Handbook.pdf>

Academic Dishonesty

Integrity and honesty are integral to the nursing profession. Students are held accountable for their action. They must maintain client confidentiality at all times. 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. Students' behaviors are evaluated each clinical day and students are held accountable for their action. Thus, in our system, the instructor has teaching, grading, and enforcement roles. A breach of these expectations will result in a student's failing the course. You are also expected to be familiar with 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 as indicated above 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 includes:

1. Copying from another students' test paper or assignments.
2. Using materials not authorized by the person giving the test.
3. Collaborating with another student during a test without authorization.
4. Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part of the contents of an assignment
5. 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 Student Handbook).

<http://www.hccs.edu/district/students/student-handbook>

Academic Integrity

Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/ or disciplinary proceedings may be initiated by college district officials against a student accused of scholastic dishonesty. "Scholastic Dishonesty" includes, but is not limited to, cheating on assignments, plagiarism and collusion. Any instance of scholastic dishonesty may be reported to the Maxiant system. Possible punishments for scholastic dishonesty include a grade of "0" or "F" on the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the college district. A recommendation for suspension or expulsion will be referred to the college Dean of Students for disciplinary disposition. Students have the right to appeal the decision.

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

Student Conduct

Students are expected to come prepared to fully participate and learn. Group work and projects should be completed in a timely manner.

Professional Behavior

As your instructor and as a student in this clinical, it is our shared responsibility to develop and maintain a positive learning environment for everyone. Your instructor takes this responsibility very seriously. If your behavior makes it difficult to carry out this task, as a fellow learner, you are asked to respect the learning needs of your classmates and assist your instructor in achieving this critical goal.

Instructor's Course-Specific Information

All grades and announcements will be posted in Canvas. Be sure to check for daily updates before coming to clinical.

REPORTABLE NEGATIVE CRITICAL INCIDENT ON CLINICAL BEHAVIORS

INTRODUCTION/ PURPOSE

The A.D.N. clinical courses utilize a summative tool at the end of each clinical rotation. The purpose of the statement is to identify the procedure and consequences for unsatisfactory behaviors. These procedures should be initiated upon the occurrence of the unsatisfactory behavior or action rather than at the conclusion of the clinical rotation.

A onetime violation of any starred (*) item on the clinical evaluation tool will result in clinical failure.

There are three categories of unacceptable clinical behaviors that are normally considered. The first level identified as **BNI** (behaviors needing improvement) involve incidents such as uniform infractions and misunderstanding of care-plan assignments. The second level, **RNI** (reportable negative incidents), is for more serious infractions that necessitate more serious recognition and remediation. An example might be failure to report vital signs not within the normal range or repeated failure to report to the clinical area with the appropriate preparation. The third level identified as **RNCI** (reportable negative critical incidents) indicates **a very serious infraction** that has endangered or impaired a life. These behaviors related to the Critical Elements that the

faculty has identified as *Safety, Accountability, and Confidentiality*. An example might be a medication error that impaired a life or a side rail left down resulting in a patient injury. Student behaviors related to the Critical Elements are starred on the Clinical Evaluation Tools. **Three RNI's or the occurrence of 1 RNCI may result in a student being dismissed from the A.D.N. program upon recommendation of 3-member faculty committee.**

Level I – BNI (Behaviors Needing Improvement)

1. Identify the behavior to the student and counsel as needed.
2. Document behavior or action via the HCCS Contact Action form.
3. Observe and document correction of behavior or action

Level II – RNI (Reportable Negative Incident) – May be a more serious offense as described above or repetition of a particular BNI.

1. Identify the behavior or action to the student.
2. Fill out a Contact Action Form and designate the incident as a RNI and submit it to the Department Chair.
3. The Department Chair will then activate a 3-member faculty hearing committee to determine if the offense warrants elements being one of the three RNI's.

Three RNI's approved by a 3-member faculty hearing committee may result in the student being dismissed from the A.D.N. program at any point during the course of study.

4. If the RNI was not approved, the incident is filed only as a BNI and the student will be required to do remediation designated by the committee.

Level III – RNCI - Reportable Negative Critical Incident – One in which life is impaired or endangered

1. Steps 1 and 2 as above, however, the behavior must be identified as a RNCI (reportable negative critical incident.)
2. Step # 3 as above, however, the Faculty Committee must now determine if this behavior warrants removal of the student from the program or decide if this is one of the three RNI's.
3. If the committee accepts the Reportable Negative Critical Incident report, then institutional policy is followed to remove the student from the program.
4. If an RNI status is granted, then the student must perform assigned remediation.

Student Signature _____ Date _____

EMPLOYMENT OF ASSOCIATE DEGREE NURSING STUDENTS IN HOSPITALS OR AGENCIES

The Houston Community College Associate Degree Nursing Program supports the Nursing Practice Act of the State of Texas and is committed to excellence in nursing by nurses appropriately prepared for the service they are rendering. Therefore, the position of the Associate Degree Nursing Program regarding nursing students accepting employment in hospitals or health agencies is as follows:

1. Houston Community College nursing students, who receive compensation for client care do so as unlicensed individuals and will not wear the school uniform,

laboratory coat with insignia or other indications of their student status, inasmuch as they are not functioning as nursing students but as paid employees.

2. Students are advised to familiarize themselves with the State of Texas Nursing Practice Act so they will recognize the full scope and responsibility of nursing as being more than just a collection of skills. Nursing students who accept positions for pay as Nurse Aides or Professional Student Nurses must recognize that they may be legally liable for their actions; they should not accept responsibilities nor perform nursing actions beyond their knowledge and skills, or those within the responsibilities of the professional nurse as defined in the Nursing Practice Act.

3. The student is responsible for maintaining the required grade point average and should consider the demands of employment upon the student's time and energy.

ACCIDENTS AND/OR INJURY IN THE CLINICAL SETTING

1. A student injured in the clinical setting should immediately notify clinical instructor.

2. A written summary of the occurrence and care rendered will be submitted by the instructor to the Director of the ADN Program, of Houston Community College.

3. A student is responsible for all expenses charged by the clinical facility in rendering medical care.

4. The Houston Community College is not responsible for any claims for expenses that result from an action of a student in the clinical setting.

5. Students are strongly urged to carry a personal health insurance policy.
Student assumes all responsibility in this regard.

STUDENT CLINICAL EXPECTATIONS

Students will:

- a) Be prepared for clinical experience, which includes care plans, drug cards, skills lab practice as needed, and knowledge of pharmacology.
- b) Be prompt and punctual
- c) Ask for supervision as needed for course-permitted skills.
- d) Ask for supervision for all procedures never before performed in the clinical area.
- e) Turn in all work on time.
- f) Behave in a professional manner toward clients, staff, instructors and fellow students.
- g) Observe confidentiality.

PROFESSIONAL APPEARANCE

1. Students will always adhere to the policies of the affiliated institution.
2. Students are expected to appear for duty in the clinical area in full student uniform.
3. Student uniform must be clean and without torn or ripped areas.
4. Students, in uniform, must wear appropriately colored under clothing. No long sleeves unless the student has a visible tattoo.
5. At times students may feel the need to wear a sweater on the unit. The sweater purchased should be white. Sweaters are discouraged during client care.
6. Hair styles and beards (if applicable) must be in accordance with hospital and school policy. Hair must be off the collar; beard must be trimmed.
7. Fingernails must be kept neat, short and well groomed. No nail polish is acceptable.
8. Jewelry is to be kept at minimum. This is to include: wedding band only; no class rings; earrings—small studs only; no bracelets; no necklaces.
9. No use of aromatic fragrances will be allowed.
10. Students in uniform must have a watch with a second hand (no digital watches) watch band must be plain; bandage scissors, stethoscope, black pen, red pen, pencil and a small note pad.
11. Female and Male STUDENTS must wear a two-piece pantsuit, black pants and white top, white hose/socks and white leather shoes, including tennis without a design. A HCCS Health Career patch is affixed to the left upper arm at the top left shoulder.
12. An official HCCS name tag must be worn on the left chest

Students who are inappropriately dressed may be sent home from the clinical at the discretion of the instructor.

PROFESSIONAL BEHAVIOR

1. Students are always to treat all clients with courtesy and insure the client's dignity and privacy.
2. Students must refrain from discussing a client's history or information contained in the chart with another client or friend or in any public place. Client records are confidential and should be kept out of reach of unauthorized persons.
3. Students must not converse within a client's hearing unless the conversation is meant to be heard by the client.

4. No payment will be accepted for services rendered to the client or family.
5. No smoking allowed in the clinical area except during a break in a designated area.
6. Breaks are limited to 15 minutes and not taken with a meal break. Report to the instructor or assigned nurse when leaving and upon returning to the assigned unit.
7. Students are not to make personal telephone calls while in the clinical area. In case of an emergency, use a pay telephone.
8. Students are not to consume food or beverages around clients. Gum chewing is not allowed during clinical. Breath mints are encouraged as necessary i.e smokers, offensive foods (garlic)
9. A student is not to go to units other than the one assigned unless it involves transfer of clients or obtaining supplies or equipment.
10. The student is not permitted to take a doctor's verbal order.
11. The student is not permitted to give information over the telephone concerning a client's condition.
12. No part of the client's record or duplicate record should be duplicated, removed or taken from the hospital.
13. In consideration of others and of safety, no children are to be brought to the clinical area.
14. The student must complete client assignments and additional duties within specified intervals.
15. The student must notify the clinical instructor before performing any new skills/procedures.
16. The student is expected to cooperate and volunteer to assist other health care members.
17. Students must abide by the appropriate standards of conduct identified in the student handbook including language and professional demeanor.
18. The student must conduct himself or herself in an appropriate manner when given constructive criticism and demonstrate that the behavior(s) has been corrected.
19. The student will consistently dress according to program policy including full uniform, cleanliness and personal hygiene.
20. The student at this level should be able to plan, schedule and complete work with minimal assistance.

21. The student will demonstrate independent problem-solving skills within own limitations.
 The student must receive a satisfactory rating for all of the Professional Behaviors to achieve a passing Clinical Performance Evaluation. Instances of conduct, inappropriate to the profession are subject to further disciplinary action.

CLINICAL SKILLS

INTRODUCTION TO NURSING	COMMON HEALTH NEEDS	COMPLEX HEALTH CARE NEEDS
Admission/Discharge	Urinary Catheterization	TPN - hang
Personal hygiene	NG/GI tubes-insertion and care	PCA – Monitor ONLY
Hand washing	Interpret laboratory findings	Volume ventilator-observation
Intro to pt. unit	Hang Intravenous therapy	Transcribe orders- post conference/lab ONLY
Administration of Medication	Venipuncture	May attend patient conference
Bed making	Blood glucose monitor and finger sticks	Blood transfusion- lab/clinical observation ONLY
Bed bath	Trach care	Arterial line-observation ONLY
Vital signs	Suctioning-oral, pharyngeal, tracheostomy	CVP - measurements
Enemas		Central lines - dressing changes ONLY
Isolation techniques		Suctioning endotracheal tubes
Lifting and moving		
Application of heat and cold		
Taking / giving report		
Intake and output		
Specimen collection		
Foley catheter care Only		
Charting-documentation		
Physical assessment		
Pre-post op		
Wound care (Sterile technique)	...and all previous skills	...and all previous skills

Electronic Media Policy PHI: Protected Health Information

Students are allowed to access electronic medical records only for gathering information. The information obtained must be handwritten; it cannot be photographed or electronically transmitted. Auxiliary drives (USB drives, portable drives, discs, data storage cards, etc.)

are not to be inserted into any facilities EMR system.

Do Not access any medical records that you are not using for patient care. This includes your own medical records, your child's, a family member's, someone famous, or someone you saw on the news. This is a breach in patient information and privacy and may result in consequences up to failing your clinical rotation, fines, and dismissal from the program. Hospitals consider PHI violations as critical errors in judgment resulting in grounds for immediate dismissal.

Password Security:

Do not share any facility password or your username with anyone. Please be advised that facility staff members are not allowed to share their password or username with any student or faculty member.

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.

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.

LAST DAY TO WITHDRAW WITH "W" is 7/19/21.

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.

Majoring in Nursing

Visit the Associate Degree Nursing Program pages on the Learning Web for information about our faculty and courses. You will also find information about majoring in nursing.

Student Organizations

Student Nursing Association (SNA)

All students are invited to join the SNA an organization that can help students learn about nursing and the nursing profession. For more information please contact the Nursing Department.

Initial Occupational Licensure or Certification

Texas HB 1508 requires the following information posted. If you are applying for admission to a program that prepares an individual for an initial occupational license or certification and/or if you later decide to change to a program that prepares you for an initial occupational license or certification, in accordance with state law, please be advised of the following:

1. An individual, charged or convicted of an offense, or who is on probation, may not be eligible for issuance of an occupational license or certification upon completion of the educational program.
2. It is the responsibility of the individual to immediately report to the program any change in status that would affect that individual's eligibility to apply for a license or certification.
3. Local, state or national licensing and certification authorities may issue additional guidelines related to criminal history. Applicants should contact their respective licensing or certification authority for more details.

Most health care programs require all students, admitted to the program, to submit to a national background check, which may include fingerprinting. Applicants are encouraged to review all applicable eligibility requirements related to the respective occupational license or certification. Questions related to eligibility requirements may be directed to the individual program and applicable licensing or certification authority.

HCC Foundation: Please contact for any available scholarships

HCC Policies

Here's the link to the HCC Student Handbook <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

Academic Information	Incomplete Grades
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Academic Support	International Student Services
Attendance, Repeating Courses, and Withdrawal	Health Awareness
Career Planning and Job Search	Libraries/Bookstore
Childcare	Police Services & Campus Safety
Disability Support Services	Student Life at HCC
Electronic Devices	Student Rights and Responsibilities
Equal Educational Opportunity	Student Services
Financial Aid TV (FATV)	Testing
General Student Complaints	Transfer Planning
Grade of FX	Veteran Services

EGLS³

The EGLS³ ([Evaluation for Greater Learning Student Survey System](#)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS³ surveys are only available for the Fall and Spring semesters. EGLS³ surveys are not offered during the Summer semester due to logistical constraints.

<http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>

Campus Carry Link

"At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page.

Here's the link to the HCC information about Campus

Carry:

<http://www.hccs.edu/departments/police/campus-carry/>

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable HCC to provide any resources that HCC may possess.

Office of Institutional Equity

Discrimination, Sexual Harassment, Sexual Misconduct, Pregnancy and Parental Status

HCC prohibits discrimination in its educational programs or activities on the basis of race, color, national origin, age, religion, disability, sex or gender-including pregnancy or parental status, gender identity, gender expression, sexual orientation, Veteran status or genetic information. Furthermore, HCC prohibits all forms of sexual misconduct, including but not limited to, sexual harassment, rape,

sexual assault, sexual exploitation, domestic violence, interpersonal violence, dating violence and stalking.

Use the link below to access the HCC Office of Institutional Equity (<http://www.hccs.edu/departments/institutional-equity/>)

Disability Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services.

Any student that requires an academic accommodation due to pregnancy and pregnancy related conditions (*i.e., pregnancy, childbirth, false pregnancy, termination of pregnancy, conditions arising in connection with pregnancy, and recovery from any of these conditions*) or parental status, should consult with an [Abilities Services Counselor](#) to initiate an academic accommodation request. An academic accommodation may include, but is not limited to, receiving a grade of an "I" (Incomplete) on a course, an official withdrawal from a course, voluntarily leave of absence from the program with a conditional return, or the opportunity to resume enrollment at a later time without being subjected to a new admission process.

It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/support-services/disability-services/>

ADA Accommodation

HCCS recognizes its responsibility to not discriminate against anyone who has a documented disability that substantially limits one or more major life activities; has a record of such impairment. Specific policies enable students with documented disabilities who are otherwise qualified, to request accommodations, which would allow them equal access to the College under Section 504 of the Rehabilitation Act of 1973, and under the Americans with Disabilities Act of 1990.

Obtaining reasonable accommodations is an interactive process. It begins with the student's disclosure of his/her disability directly with the ADA Counselor in Ability Services. The ADA Counselor may also be reached by phone at (713) 718-7376.

Title IX

HCC will comply with state and federal laws such as Title IX of the Education Amendments of 1972, Title VI and Title VII of the Civil Rights Act, the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, the Vietnam Era Veterans Readjustment and Rights Act, and other similar laws that prohibit discrimination.

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex- including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504),

and complaints may be directed to:

David Cross
Director EEO/Compliance
Office of Institutional Equity & Diversity
3100 Main
Houston, TX 77266-7517
Phone: (713) 718-8271

Institutional.Equity@hccs.edu

<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

Department Chair Contact Information

Dr. Tyrone Sharp ADN

Program Director

Tyrone.sharp@hccs.edu Phone: 713 718 7476

Please be informed that this syllabus is subject to change during the course period.

**COURSE EXPECTATIONS CONTRACTUAL AGREEMENT RNSG 2360
COMMON CONCEPTS ADULT HEALTH CLINICAL
Summer 2021**

Associate Degree Nursing Program

- I understand that Clinical Placement takes precedence over employment commitments, and that my current employment or any academic scheduling cannot interfere with my clinical assignment.
- I understand that orientation to the clinical facility is mandatory; failure to attend a scheduled clinical facility orientation is a violation of the clinical affiliation agreement and will result in immediate withdrawal from the clinical course. Students are not allowed to change clinical assignments with other students or to attend a clinical to which they are not assigned.
- If a student attends a clinical, to which they are not assigned, the student will not receive credit for that clinical day and is subject to withdrawal from the current clinical course.
- I understand that clinical placements are final and fully agree to the above requirements and mandates.

I, _____, have read the syllabus and fully understand the expectations of me as a student in this clinical course.

I acknowledge that I am aware that the A.D.N. Student Handbook is on the website and I am accountable for following the policies and procedures discussed in the handbook.

I understand that I will be removed from the clinical area if my behavior endangers my life or the safety of the lives of clients, client's families or other health care workers.

My signature below signifies my willingness to comply with the course requirements. I also understand that the syllabus is online and it is my responsibility to get a printed copy.

Student's Signature and Date

Student's Printed Name