

RNSG 1360 CLINICAL SYLLABUS  
Spring 2014 – CRN 85413  
Coleman College for Health Sciences  
Thursday 7a-3p St. Dominic Rehab and Nursing Center  
Credit: 3 (9 Clinical Hours)

**Instructor Information**

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**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.

**Prerequisites and Co-requisites**

**Prerequisites:**

RNSG 1301 \*\*Must have been taken within two years of admission  
Preadmission Testing Admission  
to the Program Departmental  
approval **Corequisites:**

RNSG 1413, RNSG 1115  
BIOL 2402, BIOL 2420

**Course Student Learning Outcomes**

1. Apply relevant nursing theory, concepts, and skills in the clinical setting.
2. Demonstrate legal, ethical, and professional behaviors of nursing practice in assuming accountability and responsibility for the care of clients and families.
3. Determine the health status of clients and their families based upon basic concepts related to health/wellness, problem-solving in nursing, and teaching/learning.
4. Demonstrate the five steps of the nursing process in the clinical setting in collaboration with clients and families, and other members of the health care team.
5. Exhibit safe practice in the clinical setting related to self and others, including clients, families, and other members of the health care team.
6. Use interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

**Learning Objectives**

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- 1.1 Use appropriate nursing knowledge base derived from previous and current learning experiences when caring for clients.
- 1.2 Demonstrate technical nursing skills commensurate with knowledge base.
- 1.3 Apply basic concepts congruent with nursing skills performed in the clinical setting.
- 2.1 Demonstrate the acceptance of accountability and responsibility for own actions.
- 2.2 Practice within the educational level, experience, and responsibilities of the role of student nurse.
- 2.3 Conform to confidentiality standards of profession, educational institute, and clinical agency.
- 2.4 Follow directions and physicians' orders.
- 2.5 Maintain punctuality at all times.
- 2.6 Conform to the standards of the dress code.
- 3.1 Assess clients thoroughly and accurately to determine needs related to health and well-being, taking into account age-specific issues.
- 3.2 Implement basic nursing concepts and problem-solving methods when changes occur in the client's status.
- 3.3 Differentiate normal/abnormal laboratory results.
- 3.4 Determine, at a beginning level, the teaching learning needs of clients.
- 4.1 Use, at a beginning level, the nursing process to assess, analyze, plan, implement, and evaluate nursing care for clients.
- 4.2 Discuss evidence-based practice and its importance in planning client care.
- 5.1 Administer medications, treatments and nursing care in a safe, responsible manner.
- 5.2 Calculate accurate drug dosages using the various systems of equivalents, including exhibiting math competency by passing the eDose exam with a 90% or higher.
- 5.3 Apply principles of standard precautions in the clinical setting at all times.
- 5.4 Incorporate all aspects of safe nursing practice in the clinical setting.
- 6.1 Formulate clear, accurate, concise, pertinent, organized, and complete written documentation that is legible and grammatically correct regarding client's condition, treatment and nursing care.
- 6.2 Verbally report, in a prompt manner, changes in the patient's physical or emotional status to appropriate resource persons.
- 6.3 Organize verbal report of the client's status at the end of the shift.
- 6.4 Use deliberate interactions with members of the health care team to work effectively as a cohesive team.

**SCANS or Core Curriculum Statement**

Uses systems concepts; serves clients/customers

**Course Calendar (Available via Eagle Online)**

To be reviewed on first day of class.

## **Instructional Methods**

Discussion, case studies, Concept Map/Nursing Process, varied learning activities  
Multimedia-computer-aided Instruction (Eagle Online) and Skills Videos  
Nursing Skills Lab  
Direct Patient Care Activities and Pre/Post Conference

## **Student Assignments**

To be reviewed on first day of course and subject to change as deemed necessary by faculty.

## **Instructional Materials**

### **Required textbooks:**

eDose by CAE Healthcare-(Contact West Loop Campus Bookstore only-not sold in stores) Lynn, P.

(2011). *Taylor's clinical nursing skills: A nursing process approach* (3<sup>rd</sup> ed.).

Philadelphia: Lippincott Williams & Wilkins.

Taylor, C., Lillis, C., LeMone, P., & Lynn, P. (2011). *Taylor's video guide to clinical nursing skills*.

Philadelphia: Lippincott Williams & Wilkins.

See ADN booklist for recommended (optional) textbooks.

**\*Order online via the HCC Bookstore webpage at <http://hccs.bkstore.com/>**

Professional nursing journal articles as assigned; must be within five years.

## **HCC Policy Statement: American with Disability Act**

See statement in ADN Handbook.

If the student has a disability or needs instructional accommodation due to a disability, please meet with the instructor at the beginning of the course. Documentation must be provided at this time with an official letter of accommodation.

## **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 1st floor Room 100 in *The Center*. The A.D.N. Program counselor Regina Ricks (713-718-7430) is available for appointments upon request.

## **Student Attendance, Withdrawal deadline, Repeaters, Academic Dishonesty and Classroom/Lab/Clinical Behavior**

#### A. Lab/Clinical:

Students are **expected to attend all** scheduled lab and clinical experiences. Excessive absences may result in the student being administratively withdrawn from the course. Absences in excess of 12.5% ( 1 day) of scheduled course 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 for the day.**

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 and docked on the evaluation tool 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).

**Last day for Administrative/Student Withdrawals is Monday March 31, 2014 at 4:30 p.m.**

#### B. 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 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 includes:

- Copying from another students' test paper or assignments;
  - 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.
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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).

#### **E. Professional 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 in achieving 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 learning area. 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.

#### **F. Clinical Performance/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. Failure to complete the Nursing Process/Concept 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 engage in client care. The student may be given an "absence" and also 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, assignment for a clinical post conference).
3. The student must submit the required nursing process form (week-specific components) for assigned client(s) within the deadline specified by their

clinical instructor. A student who fails to submit the completed required form(s) on time will have 10 points per day deducted from that nursing process grade.

4. Faculty will select clients for each student appropriate to the individual's learning needs. If, at the discretion of the clinical instructor, the student demonstrates the ability to select appropriate clients for clinical, 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 Director for appropriate disciplinary action.**

5. 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.
6. 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).
7. Formative weekly evaluations are maintained. Summative clinical evaluations will be conducted at the completion of the course. A student with unsatisfactory performance will be counseled by the faculty and will be informed of necessary behaviors to be improved. Remediation may be assigned.
8. Students will maintain **ALL** written work (Evaluations, Concept Map/Nursing Process forms and skills 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.

### 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 various activities and experiences
- Describe 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 with mutual agreement.

**To be successful in this class, it is the student's responsibility to:**

- Attend and be punctual to each lab/clinical and participate in all discussions and activities
- Demonstrate professional behavior at all times
- Demonstrate safe nursing care at all times
- Complete the required assignments
- Ask for help when there is a question or problem
- Complete the course with a minimum 75% passing score

\*Students must wear the appropriate uniform to skills/simulation lab and clinical each day. The skills checklist is to be brought to skills/simulation lab and clinical each day to allow the instructor to sign-off for observing the practicing of and competency of skills.

\*This checklist follows the student into subsequent courses as a record of skills practice/competency throughout the program.

**Program/Discipline Requirements**

**A.D.N. Handbook:** Students are responsible for reading the current Associate Degree Nursing Program Student Handbook. The student will then complete the acknowledgement form and return it to the instructor within seven (7) days. The A.D.N. program assumes after seven (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.

**Methods of Evaluation**

1. A compiled score, completed at the end of the semester, will be based on the average of scores from the student's weekly formative evaluation tool. This

grade is based on clinical performance. The score will count as 30% of the total course grade.

2. The percentage grades of four completed nursing process forms (graded using the Nursing Process Grading Form) will be averaged, and the average will comprise 30% of the total course grade.
3. The grade from the first eDose examination will count as 20% of the total course grade. No more than three scheduled exams will be administered. Students who fail to sit for the first exam will receive a score of zero, which will count as 20% of the total course grade. If the first exam is passed with a 90% or better, the student does not take the second exam. If the student does not achieve a passing grade of 90% or higher, the student will have two other opportunities to pass the exam. The exam must be retaken within one week of each failure until a 90% or higher is achieved. Students will be restricted from administering medications in the clinical setting if unable to pass the math competency (eDose Exam) with a 90% or higher. The student will receive a zero on section five (safety) of the formative evaluation of clinical each week they have not passed the eDose exam. **Failure to pass the EDOSE exam on the third attempt will result in an automatic clinical failure of RNSG 1360.**
4. Demonstration of specific skills will be tested in a lab or clinical setting. This demonstration will count as 20% of the total course grade. Specific skills include vital signs, medication pass, and donning sterile gloves. Weekly clinical evaluation will comprise 30% of the final 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 1360 course.**

## Exam Procedures

### A. Exam Procedures/Remediation:

The instructor controls the options of seating arrangement, movement, leaving the room, and stopping of exam for violation of scholastic dishonesty.

Personal belongings will not be allowed in the testing area. Use of cell phones and personal

calculators are prohibited in the testing area. The examination for eDose has a built-in calculator for use. No hats or caps are allowed to be worn during the exam. 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.

### **EGLS3 -- Evaluation for Greater Learning Student Survey System**

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.

Associate Degree Nursing Program  
Clinical Contract

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. Exceptions may be made by the Course Lead Instructor in collaboration with clinical faculty and the Program Director.

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 RNSG 1360 Syllabus and agree to abide by the information and guidelines contained therein.

\_\_\_\_\_  
Student Printed Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Faculty Printed Name

\_\_\_\_\_  
Faculty Signature

\_\_\_\_\_  
Date