

# Syllabus for NURS 20 – LVN/Paramedic to RN Transitional Concepts

## Course Description

Semester & Year: Spring 2022

Course ID & Sections #: NURS 20–D2983 & E2984

Instructor's name: Jessica Howard, Melody Pope, Heather Payne, James Gordon, Jeri Fitzgerald, and Pati Tucker-Hoover

Day/Time of required meetings:

**Online Lectures** – Weekly modules open Monday and close the following Sunday.

**Three mandatory Zoom meetings** (weeks 1, 7, & 15)

**Four proctored exams** (weeks 2, 6, 9, & 14).

Mandatory Zoom Meetings and Proctored Exams will take place of Fridays of the weeks indicated in the Course Calendar and will start at 1700.

Clinical Locations:

**Eureka** - Skills Lab (AT 126) on campus at College of the Redwoods and St. Joseph Hospital, Saturday 0545-1115 weekly.

**Del Norte** - Skills lab (DN 2) and clinical off campus at Sutter Coast Hospital, Saturday 0645-1215 weekly.

Number of proctored exams: (1) open book/open note quiz via Canvas and (4) proctored ATI exams (Proctorio Dry Run, Fundamentals, Nursing Care of Children, and Maternal Newborn (must be taken at the date/time and location indicated in the Course Calendar).

**Course units:** 3

## Instructor Contact Information

Office location: Online

Office hours: Jessica Howard: Monday and Wednesday 1600-1800, Melody Pope: Tuesday 0700-0800, Wednesday 1900-2000, Heather Payne: Wednesday 1800-2000 (teaching weeks only).

Phone number: Jessica Howard 707-497-8953/Melody Pope 707-218-8230/ Heather Payne 707-951-5877 We will respond within 24 hours M-F, 48 hours weekends/holidays, will not respond during Spring break.

Email address: [Jessica-Howard@redwoods.edu](mailto:Jessica-Howard@redwoods.edu) [Melody-Pope@redwoods.edu](mailto:Melody-Pope@redwoods.edu) [Heather-Payne@redwoods.edu](mailto:Heather-Payne@redwoods.edu) .

## Catalog Description

Preparation for entry into the ADN program of study. Develop basic assessment and nursing IV therapy skills. Concepts include concept-based learning, communication, clinical judgment, professionalism, ethical-legal and patient education are integrated. Nursing process and evidence-based practice provide a decision-making framework to further develop clinical judgment skills.

## Course Student Learning Outcomes *(from course outline of record)*

1. Integrate knowledge within a concept-based framework for application to patient care.
2. Construct a framework regarding professionalism in the transition to the role of the registered nurse.
3. Provide patient education to a variety of patients.
4. Demonstrate competencies that serve as a foundation for practice as a registered nurse.

5. Demonstrate proficiency in nursing skills: urinary catheterization, IM/SQ injections, IVPB, IVP, and IV starts, central lines, and blood administration.
6. Incorporate concepts of holism (i.e. culture, sexuality, developmental level) in providing patient centered care.

### **Prerequisites/co-requisites/ recommended preparation**

No prerequisite/Co-requisite

### **Accessibility**

Students will have access to online course materials that comply with the Americans with Disabilities Act of 1990 (ADA), Section 508 of the Rehabilitation Act of 1973, and College of the Redwoods policies. Students who discover access issues with this class should contact the instructor.

College of the Redwoods is also committed to making reasonable accommodations for qualified students with disabilities. If you have a disability or believe you might benefit from disability-related services and accommodations, please contact your instructor or [Disability Services and Programs for Students](#) (DSPS).

Students may make requests for alternative media by contacting DSPS based on their campus location:

- Eureka: 707-476-4280, student services building, 1<sup>st</sup> floor
- Del Norte: 707-465-2324, main building near library
- Klamath-Trinity: 530-625-4821 Ext 103

During COVID19, approved accommodations for distance education classes will be emailed to the instructor by DSPS. In the case of face-to-face instruction, please present your written accommodation request to your instructor at least one week before the first test so that necessary arrangements can be made. Last-minute arrangements or post-test adjustments cannot usually be accommodated.

### **Support for online learners during COVID-19**

In response to COVID-19, College of the Redwoods moved many of its courses online to protect health and safety. As the faculty and students adjust to this change, clear communication about student needs will help everyone be successful. Please let your faculty know about any specific challenges or technology limitations that might affect your participation in class. We want every student to thrive.

### **Evaluation & Grading Policy**

There are two components to the determination of your final course grade: Formative Academic Grade & Summative Academic Course Grade. The Formative Academic Grade includes the average of the IV Quiz and ATI Exams. The computation of these test scores is the Formative Academic Grade. You must have a 75% Formative Academic Grade to pass the course and to progress within the nursing program. The Cumulative Academic Course Grade will include the Nursing Care Plan, Process Note, Teaching Learning Paper, Personal Education Plan, Portfolio, ATI Real Life Scenarios, and Weekly Discussions (all are Critical Thinking Exercises). Three areas: Skills Demonstration, Clinical, and Drug Calculation competency are graded on a Pass/Fail grading standard. To demonstrate mastery of course objectives, students will accomplish the following assignments.

<u>Assignments</u>	<u>% Of Course Grade</u>
Nursing Care Plan	10%
Process Note	10%
Teaching/learning paper	10%
Personal Education Plan	10%
IV Quiz	10%
ATI	15%

Portfolio	10%
ATI Real Life Scenario	10%
Weekly Discussion	15%
Skills demonstration/Clinical	Pass/Fail
Safe Medicate	Pass/Fail

**\*Note: If a student gets under 75% for cumulative exam scores (ATI and IV Therapy Quiz), the student will receive a non-pass letter grade. The CTA scoring cannot be used to pass the course.**

**Drug Calculations Competency (Safe Medicate) Pass/Fail**

**\*Skills Demonstration, Clinical Failure and/or Drug Calculation Competency failure results in course failure**

## Grading Scale

<b>A</b>	<b>95-100.....excellent</b>
<b>A-</b>	<b>90-94.....excellent</b>
<b>B+</b>	<b>87-89.....good</b>
<b>B</b>	<b>84-86.....good</b>
<b>B-</b>	<b>81-83.....good</b>
<b>C+</b>	<b>78-80.....satisfactory</b>
<b>C</b>	<b>75-77.....satisfactory</b>
<b>D</b>	<b>65-74.....poor (No progression)</b>
<b>F</b>	<b>&lt;64 or clinical failure....fail (No progression)</b>

## Admissions deadlines & enrollment policies

Spring 2022 Dates

- *Classes begin: 1/17/22*
- *Martin Luther King's Birthday (All campuses closed): 1/17/22*
- *Last day to add a class: 1/14/22*
- *Last day to drop without a W and receive a refund: 1/28/22*
- *Census date: 1/31/22 or 20% into class duration*
- *Last day to petition to file P/NP option: 2/11/22*
- *Lincoln's Birthday (All campuses closed): 2/18/22*
- *President's Day (All campuses closed): 2/21/22*
- *Last day to petition to graduate or apply for certificate: 3/3/22*
- *Spring Break (All campuses closed): 3/14/22-3/19/22*
- *Last day for student-initiated W (no refund): 4/1/22*
- *Last day for faculty-initiated W (no refund): 4/1/22*
- *Final examinations: 5/7/22-5/13/22*
- *Semester ends: 5/12/22*
- *Grades available for transcript release: approximately 5/30/22*

Students who have experienced extenuating circumstances can complete & submit the ***Excused Withdrawal Petition*** to request an Excused Withdrawal (EW) grade instead of the current Withdrawal (W) or non-passing (D, F & NP) grades. The EW Petition is available from the Admissions and Records Forms Webpage. Supporting documentation is required.

## Academic dishonesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#) and on the [College of the Redwoods website](#).

## Disruptive behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#) and on the [College of the Redwoods website](#).

## Inclusive Language in the Classroom

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is inclusive and respectful.

## Setting Your Preferred Name in Canvas

Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact [Admissions & Records](#) to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. It does not change your legal name in our records. See the [Student Information Update form](#).

## Canvas Information

If using Canvas, include navigation instructions, tech support information, what Canvas is used for, and your expectation for how regularly students should check Canvas for your class.

Log into Canvas at <https://redwoods.instructure.com>

Password is your 8 digit birth date

For tech help, email [its@redwoods.edu](mailto:its@redwoods.edu) or call 707-476-4160

Canvas Help for students: <https://www.redwoods.edu/online/Help-Student>

Canvas online orientation workshop: <https://www.redwoods.edu/online/Home/Student-Resources/Canvas-Resources>

## Community College Student Health and Wellness

Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges [Health & Wellness website](#).

[Wellness Central](#) is a free online health and wellness resource that is available 24/7 in your space at your pace.

Students seeking to request a counseling appointment for academic advising or general counseling can email [counseling@redwoods.edu](mailto:counseling@redwoods.edu).

### **Emergency procedures / Everbridge**

College of the Redwoods has implemented an emergency alert system called Everbridge. In the event of an emergency on campus you will receive an alert through your personal email and/or phones. Registration is not necessary in order to receive emergency alerts. Check to make sure your contact information is up-to-date by logging into WebAdvisor <https://webadvisor.redwoods.edu> and selecting 'Students' then 'Academic Profile' then 'Current Information Update.'

Please contact Public Safety at 707-476-4112 or [security@redwoods.edu](mailto:security@redwoods.edu) if you have any questions. For more information see the [Redwoods Public Safety Page](#).

In an emergency that requires an evacuation of the building anywhere in the District:

- Be aware of all marked exits from your area and building
- Once outside, move to the nearest evacuation point outside your building
- Keep streets and walkways clear for emergency vehicles and personnel

Do not leave campus, unless it has been deemed safe by the campus authorities.

### **Del Norte Campus Emergency Procedures**

Please review the [Crescent City campus emergency map](#) for campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information, see the [Redwoods Public Safety Page](#).

### **Eureka Campus Emergency Procedures**

Please review the [campus emergency map](#) for evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information on Public Safety go to the [Redwoods Public Safety Page](#). It is the responsibility of College of the Redwoods to protect life and property from the effects of emergencies within its own jurisdiction.

In the event of an emergency:

1. Evaluate the impact the emergency has on your activity/operation and take appropriate action.
2. Dial 911, to notify local agency support such as law enforcement or fire services.
3. Notify Public Safety 707-476-4111 and inform them of the situation, with as much relevant information as possible.
4. Public Safety shall relay threat information, warnings, and alerts through the Everbridge emergency alert system, Public address system, and when possible, updates on the college website, to ensure the school community is notified.
5. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet, (evacuation to a safe zone, shelter in place, lockdown, assist others if possible, cooperate with First Responders, etc.).
6. If safe to do so, notify key administrators, departments, and personnel.
7. Do not leave campus, unless it is necessary to preserve life and/or has been deemed safe by the person in command.

## Student Support Services

The following online resources are available to support your success as a student:

- [CR-Online](#) (Comprehensive information for online students)
- [Library Articles & Databases](#)
- [Canvas help and tutorials](#)
- [Online Student Handbook](#)
- [Counseling](#) offers assistance to students in need of professional counseling services such as crisis counseling.

**Learning Resource Center includes the following resources for students:**

- [Academic Support Center](#) for instructional support, tutoring, learning resources, and proctored exams. Includes the Math Lab & Drop-in Writing Center
- [Library Services](#) to promote information literacy and provide organized information resources.
- [Multicultural & Diversity Center](#)

**Special programs are also available for eligible students include:**

- [Extended Opportunity Programs & Services \(EOPS\)](#) provides financial assistance, support and encouragement for eligible income disadvantaged students at all CR locations.
- The TRiO Student Success Program provides eligible students with a variety of services including trips to 4-year universities, career assessments, and peer mentoring. Students can apply for the program in [Eureka](#) or in [Del Norte](#)
- The [Veteran's Resource Center](#) supports and facilitates academic success for Active Duty Military, Veterans and Dependents attending CR through relational advising, mentorship, transitional assistance, and coordination of military and Veteran-specific resources.
- Klamath-Trinity students can contact the CR KT Office for specific information about student support services at 530-625-4821

## Clinical Instructor Information

\*\*\*Each faculty member will provide preferred contact information during the first week of class.

## Required Course Materials

<i>Concepts for Nursing Practice, 3rd Edition, Giddens</i>
<i>Nursing Diagnosis Handbook, 12<sup>th</sup> Edition, Ackley</i>
<i>ATI Materials</i>
<i>Safe Medicate</i>
<i>Unbound Medicine Application</i>
<i>2021-2022 Nursing Handbook</i>

## ATI Materials and Testing

The College of the Redwoods Nursing Programs has adopted the Assessments Technologies Institute (ATI) Content Mastery Series. This series is designed to assist students in comprehension of nursing content, academic performance, and preparation for the NCLEX-RN. Participation in the ATI Content Mastery Series is required and is 15% of the overall grade. If a student gets under 75% for cumulative exam scores (ATI and IV Therapy Quiz), the student will receive a non-pass letter grade. The CTA scoring cannot be used to pass the course. ATI Proctored Assessment testing will be scheduled, and exams must be taken on the scheduled day/time.

Point Scale for ATI Examinations

Online Practice Tests	Remediation	Proficiency Level on ATI Proctored Assessments	Points Awarded for Achievement of Proficiency Level	Total Points out of 10
1	2	Proficiency Level 3	7	10
		Proficiency Level 2	6	9
		Proficiency Level 1	4	7
		Below Level 1	3	6

**Students must take both ATI Practice Assessment tests associated with the exam to sit for the ATI Proctored Assessment exam.** Students will remediate the exam for which they achieved the lowest score. Your ATI Practice Exams and remediation will open 2-3 weeks before the Proctored Assessment.

The Remediation Review must be completed and submitted no later than 1800 the day before the proctored ATI exam. If practice assessments and remediation are not complete by 1800 the day before the exam, the student will not be permitted to sit for the exam and will receive zero (0) points for Proficiency Level and Remediation.

### ATI Practice Tests, Focused Review & Remediation

For your ATI Testing/remediation:

Follow directions for ATI Focused Review 2.0 Instructions.

Students must use either the ATI Active Learning Templates or Three Critical Points for remediation on all content areas identified in the Focused Review.

Incomplete remediation will be scored accordingly.

1. Take the online practice tests.
2. Based on outcome, complete the ATI online Focused Review.
3. Next, complete either the ATI Active Learning Templates or the Three Critical Points work sheets for the practice exam for which you achieved the lowest score.
4. Finally, submit your Test Report and ATI remediation templates on Canvas by 1800 the day before the exam.

## Attendance

Attendance promotes success. Therefore, in accordance with College of the Redwoods policy, nursing students at the College are expected to attend all sessions of each class, lecture, lab and clinical for which they are enrolled. Additionally, regular attendance demonstrates professional behavior and responsibility.

Students are responsible for all missed content and assignments. Religious observances may be accommodated, if possible, and only if course/clinical outcomes can be met.

## Clinical Attendance

- a. To be eligible for the NCLEX-RN exam, the Board of Registered Nursing (BRN) requires all students attend all clinical hours as stated in course information. Therefore, missed clinical days must be made up. This includes cancelled clinical days. Make-up assignments are determined on a case-by-case basis. Patterns of absence may result in program dismissal.



- b. Clinical includes skills lab, workshops, simulation, conferences, Virtual Clinical Excursion, Virtual ATI, Board Vitals, and clinical agency learning.
- c. In the case of absence, students must contact (call/text) the clinical instructor AND the facility (as appropriate), at least one hour prior to the beginning of the clinical day. If an emergency occurs, call the instructor at the first possible time.
- d. Students who are a “no call, no show” will be subject to a Faculty-Student Conference and possible program dismissal.
- e. Lateness results in unmet clinical objectives, skills learning, and/or interruptions in patient care. Students are considered late if they arrive after the designated start time at the designated location. All instances of lateness will result in a Statement of Concern. Patterns of lateness will result in a Student-Faculty conference. Three (3) episodes of clinical lateness will be counted as one (1) absence and will result in required make-up.
- f. Policies, computer access, safety issues and clinical expectations are unique to each clinical setting. Therefore, attendance on the first clinical day (orientation) and any other orientation requirements for each rotation is mandatory. Failure to attend clinical orientation may result in dismissal from the program. Dismissal will be handled on a case-by-case basis, depending on the course, agency contracts, and clinical requirements.
- g. Students are not to leave the clinical facility/site during clinical hours. This includes leaving the clinical site prior to the end of the clinical day. Disciplinary action (Statement of Concern; Faculty/Student Conference) will occur if a student leaves the clinical site for any reason.

## **Accidents or Injury**

Contact the instructor immediately if an accident or injury occurs during clinical or skills lab experiences. The instructor and the Human Resources Department of the college will give the student information as to the procedure to follow. If the accident or injury occurs in the clinical setting, the procedures of the clinical facility for such occurrences will be taken into consideration.

## **Safe Practice in the Clinical Setting**

“A Registered Nurse (RN) employed as an instructor in an accredited school is subject to possible disciplinary action for unprofessional conduct or gross negligence by the Board of Registered Nursing (BRN) who, forced by her employer, takes back a previously failed student into the clinical phase of the curriculum, knowing that the student poses a threat to the health and safety of the patients she cares for due to her proven inability to perform nursing services.”

## **Skills Lab**

Use of the skills lab for practice in addition to scheduled class time is strongly encouraged. Consult with the faculty for availability of the room. Consult with your faculty if you have any difficulty in obtaining needed practice time. The time for skills practice during scheduled skills lab is insufficient to achieve mastery and additional practice time will be necessary.



## Instructor Advising

Students needing assistance are urged to make an appointment with the appropriate instructor.

## Clinical Evaluation

Evaluation in the clinical area will be an ongoing process. Each student will submit a weekly self-evaluation Journal weekly via Canvas. Formal written evaluations will be completed as discussed in #2 below. Student-instructor conferences will be held at the end of the semester.

## Assignments

1. There are (4) Proctored ATI exams scheduled for weeks 2, 6, 9, and 14. Exams must be taken on the date/time indicated in the course schedule. There will be no makeup for these examinations. Students will receive a 0 for missed examinations. Cumulative ATI scores account for 15% of the overall grade. **If a student gets under 75% for cumulative exam scores (ATI and IV Therapy Quiz), the student will receive a non-pass letter grade. The CTA scoring cannot be used to pass the course.**
2. There is one open book/open note Quiz on Canvas (IV Therapy) that accounts for 10% of the overall score. This exam opens during Week 3 and is due Week 8 and must be taken between the dates/times specified in the course schedule.
3. The student and instructor will discuss a written evaluation on the student's clinical progress at the end of the semester. A copy of the evaluation will be given to the student and the original will be maintained on Canvas.
4. Additional conferences and evaluations may be carried out jointly by the faculty and student if the student's clinical performance is questionable.
5. Nursing Activity Records or other documentation as assigned will be written for each patient assigned to the student.
6. **Additional oral or written assignments are mandatory** (75% of course grade).

There will be weekly Discussions and/or Activities to reinforce learning each week. These Discussions/Assignments are graded and constitute 15% of the course grade. Students will create a Nursing Care Plan (10%), Process Note (10%), Teaching/Learning Paper (10%), Personal Education Plan (10%), Nursing Philosophy/Portfolio (10%) and ATI Real-life Scenario presentation (10%). Per the Nursing Programs Handbook Due date(s) for CTA assignments are posted in the class schedule. Five (5) percentage points will be deducted from the CTA assignment grade for every day the paper is late. This starts one-hour after the official due date and time. **ALL** late papers will necessitate completion of a Statement of Concern documenting the reason for turning the assignment in late. No re-writes will be afforded to CTA assignments. After (5) days you will receive 0. All written assignments are mandatory. Failure to submit a CTA could lead to failure of the course.

## Discussion Board Requirements

The discussion forums are a place where we discuss as a class the fundamental ideas and issues related to each chapter. There are two parts to each discussion, an initial post and two response posts. To attempt full credit for a discussion you are required to make an initial post in response to the professor's prompt and you must respond to at least two other peer's post, plus reply to any questions that arise during the discussion.

### Initial Post

- For each discussion, **each student is required to answer the professor's prompt in a post of at least 300 words, or more.** Think of this first step as a writing assignment where your fellow students, in addition to your professor, will see your work.
- **Your post must be in your own words.** Don't repeat or summarize the textbook, lecture, or a resource you have cited.
- It must address all parts of the prompt and accurately reflect the course material.
- Use critical thinking. Take time to reflect on the meaning of what you are learning.
- Use correct grammar, spelling, punctuation, complete sentences, and appropriate paragraphing, as well as appropriate referencing.
- You won't be able to view the full discussion until you've made your initial post.

### Peer Responses

- In addition to your initial post, **each student is required to respond thoughtfully to at least two other students' initial posts in at least 150 words, or more, per response.** This is the minimum requirement. I encourage you to engage your fellow students as much as you can.
- Your feedback should address the substance of your fellow student's statements. Be respectful but provide constructive feedback and questions for clarification whenever appropriate. Essentially, your comments should contribute to, expand on, and illuminate the discussion.
- **Greetings, accolades, and any "filler" phrases like "Hi there! Really loved your post! I feel the same way! Yours truly! Good job!"** will not count toward the minimum word requirement on response posts. Only substantive comments that address the ideas under discussion will count.
- Use correct grammar, spelling, punctuation, complete sentences, and appropriate paragraphing, as well as appropriate referencing.

### Follow Up Questions

- In addition to the initial post and two responses to other students' initial posts, you also must respond to any follow up questions that arise. For example, if your professor or another student engages you further, challenges something you wrote, asks a question, seeks clarification, suggests a fact check, or otherwise inquiries about your initial post or about one of your responses, you **must** respond to that thread in a thoughtful manner. See the "Netiquette" section below for reminders of appropriate, thoughtful responses to your peers and professor.

### Deadlines

Each discussion opens when the weekly unit opens on Monday and closes the following Sunday evening. **To attempt full credit on discussions, you must meet the following deadlines:**

- Your initial post **must be made by Wednesday** of the week.
- All responses **must be made by Sunday** of the week

Be aware of some things regarding discussion deadlines.

1. You have to work through the unit material before getting to the discussion.
2. **The initial discussion "due date" is set to 11:59 PM on the Wednesday of the weekly unit.** This is the official deadline for your "initial post." However, as stated above, the discussion stays open until Sunday. You can make your initial post late (past the Wednesday deadline), up until the Saturday deadline. You will not receive full credit for any late post.
3. Keep in mind that because the due date and the close date are not the same, the Canvas To Do List will only remind you of an upcoming discussion until the official due date passes. This means that if you don't log on until Wednesday of the week, you won't see the assignment in the To Do List.
4. Once the discussion is closed, I will not reopen it or allow make ups for any reason.

## Navigating the Forum

To make your own initial post, click the “Reply” button immediately beneath the instructor’s prompt. To reply to an initial post, click the “Reply” button immediately below another student's initial post. To reply to a comment anywhere along a thread, click “Reply” below that comment.

## Netiquette

Remember [netiquette \(Links to an external site.\)](#) and safe internet use. What you write in these forums will be seen by the rest of your classmates. Stay on topic. Don’t bait, troll, flame, or pontificate. The use of complete sentences, appropriate capitalization, punctuation, spelling, grammar, and appropriate references is required! Dig deep and employ the concepts you are learning in this class. Let’s make these discussions worthwhile.

## Quiz and Exam Guidelines

The quiz/ATI exams are administered per schedule (see course schedule). Per NCLEX guidelines, all components of a multiple response question (Select All That Apply) must be selected to answer the question correctly. In other words, no partial credit for Select All That Apply questions. Once a student has completed the test and submitted, the student will not be able to see the questions or quiz, only the results.

To preserve the integrity of testing materials faculty and/or ATI, retains an electronic copy of each quiz or exam. There will be no make-up for the quiz or ATI exams. Permission for an alternate arrangement for the quiz/ATI exams may be possible only in extreme circumstances deemed so by the Course Faculty and Department Director.

This policy is followed for all exams:

- You are expected to arrive online promptly for each exam. This means signed into ATI and ready to start the exam on the posted date/time. If you arrive late to the examination, you will receive a 5% penalty and depending on the amount of time lost, may not be permitted to take the exam at that time.
- ATI proctored exams are proctored remotely by ATI using Proctorio. You must use the Chrome browser to access the proctored exams. A dry run exam will be provided prior to exams to ensure students have the correct computer requirements to test. You must have a camera and microphone enabled on your device for testing.

- In the event of a power outage or other internet related issues, contact the instructor immediately for instructions on how/when to proceed.

## **Late Work**

All written assignments are due on the date determined by the course calendar. If the assignment is not submitted via Canvas on the assigned date/time, your assignment grade is reduced by 5% (5 points of a possible 100) per day, including weekend days. After five (5) days, you will receive a zero (0) for the assignment, even though you must complete the work satisfactorily to pass the course. Group projects will be graded according to the criteria identified by the Faculty. All members of the group collaborate and receive the same grade.

Clinical paperwork is due the Monday after the clinical shift @ 2359 each week.

## **Course calendar**

The course calendar shows the scheduled required reading. The lecture, discussion board, or online exercise for the day will cover the reading for that day. Remember that not all material in the reading can or will be covered during lectures or with the discussions. Please complete the assigned reading prior to class and be prepared to have questions or points of confusion clarified. Additionally, there will be materials presented that may not be found in the current text since industry trends, quality measures, and patient care can change more rapidly than textbooks can be printed. Please be sure to assimilate both the reading content and the lecture content for each lecture day. The reading calendar is posted along with this syllabus for your scheduling convenience. The Instructor has the right to change the schedule if needed and will notify the students if this occurs.

## **Skills Lab Schedule**

The skills lab schedule shows the topics that will be covered in the skills lab weekly. Student are required to complete the assigned ATI Skills Modules with a 90% or higher on the posttest prior to attending the skills lab. There is time allotted to practice each skill and for checkoffs to be completed. In the event a student does not pass the check-off for a skill the first time, an appointment will be made with an instructor to meet in the skills lab another day. If time permits and after additional practice, the student may attempt to complete the check-off the same day.

# NURS 20

## Spring 2022 Lecture Schedule:

Date/Week	Topic/Assignment Due	Reading/Skills Module
<b>Week 1</b>		
1/18/22	Orientation to N20	Syllabus, Nursing Programs Handbook
<b>Pope/Howard</b>	Concept-based Learning	ATI Nurse Logic
<b>1/21/22</b>	<b>Zoom Meeting @ 1700</b>	
<b>Week 2</b>		
1/24/22	Safe Medicate (Math Competency Exams)	Safe Medicate FNS Student Learning Guide, Safe Medicate Videos.
<b>Pope</b>	Personal Education Plan (PEP) discussion	
1/28/22	<b>ATI Proctored Exam Dry Run @ 1700</b>	
<b>Week 3</b>		
1/31/22	IV Therapy	ATI Fundamentals-Chapter 49
<b>Payne</b>	<b>IV Therapy Quiz opens</b>	
<b>Week 4</b>		
2/7/22	Communication & Collaboration	Giddens Chapters 45 & 46
<b>Payne</b>	Process Note Discussion	
<b>2/11/22</b>	<b>**PEP DUE @ 2359**</b>	
<b>Week 5</b>		
2/15/22	<b>NO CLASS-Lincoln's Birthday</b>	
<b>Week 6</b>		
2/22/22	<b>ATI Fundamentals Remediation</b>	ATI Fundamentals Practice Exam(s)
<b>Pope</b>	<b>Due 2/24 @ 1800 with 90% higher score</b>	
2/25/22	<b>ATI Fundamentals Proctored Exam @ 1700</b>	
<b>Week 7</b>		
2/28/22	Nursing Process/Nursing Care Plans	ATI Fundamentals-Chapter 7
<b>Payne</b>		Nursing Diagnosis Handbook
<b>3/4/22</b>	<b>Zoom Meeting-Nursing Care Plans @ 1700</b>	
<b>Week 8</b>		
3/7/22	Critical Thinking & Clinical Judgement	ATI Fundamentals-Chapter 8
<b>Pope</b>		Giddens-Chapter 40
	<b>Process Note Due 3/11 &amp; IV Therapy Quiz Due 3/11 @ 2359</b>	

**SPRING BREAK 3/15-3/21/2020---NO CLASS**

**Week 9**

3/21/22	<b>ATI Nursing Care of Children Remediation</b>	ATI Nursing Care of Children Practice Exam(s)
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**Pope**

**Due 3/24/22 @ 1800** with 90% or higher score.

3/25/22

**ATI Nursing Care of Children Proctored Exam @ 1700**

**Week 10**

3/28/22	Professional Identity Real Life Scenario Discussion
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**Howard**

Giddens-Chapter 39

**Week 11**

4/4/22	Patient Education Teach/Learn Discussion <b>Nursing Care Plan Due 4/8 @ 2359</b>
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**Payne**

ATI Fundamentals-Chapter 17

**Week 12**

4/11/22	Portfolio Discussion
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**Pope**

**Week 13**

4/18/22	Ethical/Legal-Scope of Practice <b>Math Competency Due 4/22 @ 2359</b>
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**Payne**

ATI Fundamentals-Chapter 3 & 4  
Giddens-Chapter 42 & 58

**Week 14**

4/25/22	<b>ATI Maternal Newborn Remediation</b> <b>Due 4/28/22 @ 1800</b> with 90% or higher score.
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**Pope**

ATI Maternal Newborn Practice Exam(s)

4/29/22

**ATI Maternal Newborn Proctored Exam @ 1700**

**Week 15**

5/2/22	<b>ATI Real Life Scenario Due @ 2359</b>
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**Howard/Pope**

ATI Assigned Real Life Scenario

5/6/22

**Zoom Meeting-Team Real Life Scenario Presentation @ 1700**

**Week 16**

5/9/22	<b>Portfolio Due @ 2359</b>
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**Meet with Clinical Instructors via Zoom (by appointment) for Clinical Evaluation**

## Skills Lab Schedule

<u>Date/Week</u>	<u>Topic/ATI Skills Module</u>
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### Week 1

1/22/22	Introduction to the Skills Lab Personal Hygiene, Urinary Catheters
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ATI Skills Modules 3.0: Personal hygiene and Urinary Elimination

### Week 2

1/29/22	IM/SQ Injections
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ATI Skills Module 3.0: Injectable Medication Administration

### Week 3

2/5/22	IV Therapy
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ATI Skills Module 3.0: Intravenous Therapy and Peripheral Access

### Week 4

2/12/22	Central Lines
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ATI Skills Module 3.0: Central Venous Access Devices

### Week 5

2/19/22	IV Medication Administration
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ATI Skills Module 3.0: Intravenous Medication Administration

### Week 6

2/26/22	Chest Tubes
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ATI Skills Module 3.0: Closed Chest Drainage

### Week 7

3/5/22	Orientation to Clinical Facilities (ALL orientation paperwork Due 3/6/21 @ 0800) OB/Peds/MS Clinical Information
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**Weeks 8-15** Clinical rotations at facilities

**\*\*All assigned ATI modules must be completed with a post test score of 90% or better to participate in the lab. Students who have not completed the modules will be dismissed from the skills lab until modules are complete. A make-up assignment for all missed skills lab/clinical hours will be assigned. \*\***