General Class and Course Information

<table>
<thead>
<tr>
<th>Course Number: NUR1213L</th>
<th>Course Title: Nursing II Clinical</th>
</tr>
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<tbody>
<tr>
<td>Term/Dates: 2017-1</td>
<td>Reference Number: Multiple</td>
</tr>
<tr>
<td>Days: Clinical days and hours vary depending on the availability of clinical sites.</td>
<td>Credit Hours: 4</td>
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<tr>
<td>Room: Palm Beach County Clinical Sites</td>
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<tr>
<td>Time: Each student in NUR 1213L will be scheduled for an equivalent of 12 clinical hours per week.</td>
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Course Description: The continuing nursing student will integrate content from classroom learning activities and skills lab when caring for individuals with commonly occurring human responses progressing to less commonly occurring responses to health challenges. Practice involves, but is not limited to: well childbearing families, adult, geriatric clients in a variety of settings within the community. Special fee required.

Professor’s Information

<table>
<thead>
<tr>
<th>Name: Nursing Office</th>
<th>Office Location: AH 110</th>
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</thead>
<tbody>
<tr>
<td>Telephone: (561) 868-3412</td>
<td>Email: @palmbeachstate.edu</td>
</tr>
<tr>
<td>Faculty Web Page: <a href="http://www.palmbeachstate.edu/programs/nursing">www.palmbeachstate.edu/programs/nursing</a></td>
<td>Office Hours: Monday-Thursday (8:00am-4:30pm), Friday (8:00am-4:00pm)</td>
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</tbody>
</table>

Information on REQUIRED Textbooks:

<table>
<thead>
<tr>
<th>Title</th>
<th>Edition</th>
<th>Author</th>
<th>Publisher</th>
<th>ISBN</th>
</tr>
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<tbody>
<tr>
<td>Varcarolis’ Foundations of Psych Mental Health: A clinical approach</td>
<td>7th Ed.</td>
<td>Halter, M</td>
<td>Elsevier Mosby</td>
<td></td>
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Supplementary Books/Materials

<table>
<thead>
<tr>
<th>Title</th>
<th>Edition</th>
<th>Author</th>
<th>Publisher</th>
<th>ISBN</th>
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Other Information on Textbooks and Materials needed for class:

ALL PRIOR SEMESTER TEXTBOOKS MAY HAVE ASSIGNMENTS AND BE UTILIZED

It is STRONGLY recommended that students purchase the above books as a book bundle to receive a discount. The
book bundle will allow Nursing Concepts to be linked to all textbooks electronically.


***Contact the Nursing Office at 561-868-3412 for more information.***

The Nursing Resources (ENR) is recommended and available at http://palmbeachstate.libguides.com/nursing.

All students enrolled in a Nursing course are required to obtain and read the current Nursing Student Handbook and the Palm Beach State College Student Handbook. All Nursing students are responsible for the information contained in these publications. Both of these publications are published on the Palm Beach State College web site.

Course Learning Outcomes: As a result of taking this course, the student will be able to:

1. Practice accountability for nursing judgment and actions.
2. Demonstrate caring, compassion, and respect for all persons and for human dignity.
3. Perform behaviors that are consistent with safe, quality care in the promotion of a healthy work environment.
4. Demonstrate the ability to function within teams.
5. Correlate knowledge with practice in order to promote quality and improve practices.
7. Apply evidence-based practices when planning patient-centered care.
8. Execute technical skills safely and accurately.
9. Document accurately in simulated EHR.
10. Demonstrate an appreciation for diversity and others’ values.
11. Interpret ethical challenges.
12. Employ legal and regulatory guidelines, including HIPAA, in practice.
13. Organize and communicate information effectively.
14. Collaborate and work cooperatively with others.
15. Prioritize those needs of patients and families which promote and restore health, integrity and self-determination.

Full Course Outline - Click on the following link: Course Outlines and enter the course number (no space between the prefix and the number).

Class Information

Professor’s Expectations: Each student will have a Student Portfolio that is kept current and will be available on site.

Each clinical group has a faculty team responsible for planning and supervising the activities of the clinical group. The faculty has a strong clinical background and desire to share their expertise and professionalism. In addition to clinical responsibilities, clinical instructors are responsible for evaluating each student’s clinical performance and written assignments and are available for consultations to meet individual student’s needs.

One goal of the faculty is to promote student learning from each clinical experience through planned individual and group activities. The faculty expect students to be prepared for each clinical experience and to demonstrate personal and professional effort in meeting the demands of the course clinical objectives.

(See Guidelines for Pre- and Post- Conference; Student Guide for Discussion; and Clinical Orientation found on the Blackboard component for NUR1213.)
Methods of Instruction: Methods suitable for adaptation and implementation to the clinical area include:

Teaching Strategies
1. Pre and Post Conferences.
2. Individual student/faculty interactions.
3. Electronic Health Record Documentation
4. Role modeling.
5. Clinical rounds.
7. Case Studies.
8. Hands on supervised clinical experiences.
10. Simulations & scenarios.
11. Group discussions.

Evaluation Methods
1. Evaluation of clinical performance (see Clinical evaluation tool)
2. Mid-term and Final evaluation conferences
3. Evaluation of written and verbal assignments
4. Attendance and participation

Unique Requirements of the Class: Clinical experiences are required to successfully complete this course:

Clinical Experience
Each student will be based in an acute care hospital caring for adult or geriatric clients. Students rotate between Medical-Surgical and Psychiatric Liaison faculty. Clinical assignments will be made at the beginning of each clinical day. The student will be responsible for delivering total care to two to three (2-3) clients on selected clinical units. The nursing process will be utilized to assist clients in achieving optimum health through goal attainment. Clients with diagnoses discussed in theory class will be assigned whenever possible to facilitate student application of newly acquired knowledge.

Pre-Conference
Prior to student rendering of direct patient care a clinical pre-conference will be held. The time and location of the pre-conference is at the discretion of the clinical instructor. The focus will be reviewed, goals for the day established and learning needs identified. The pre-conference is intended to be a brief, but important, review of the day’s activities. Clinical instructors will assist the clinical group in identifying care priorities, learning opportunities and organizational needs. Nursing care plans for each client may also be randomly chosen for discussion.

Post-Conference
Post-conferences are intended to discuss nursing care challenges of interest for the benefit of all the students in the conference group and to share ideas for meeting these challenges. The location and time for clinical post-conferences will be scheduled by the clinical instructor. The clinical instructor will facilitate the post-conference discussion. Each student is expected to participate in evaluating the day’s goals and learning experiences. Activities relevant to the clinical focus will be discussed with emphasis on expected and actual outcomes of care, alternate interventions and staff nurse responsibilities in the overall management of care for the client.

Client Care Manager Experience
Each student will spend (1) clinical day practicing the role of client care manager. The responsibilities of the client care manager require planning and attention to detail. Client care managers are expected to inform the clinical faculty and/or staff nurse of this information so appropriate interventions can be instituted in a timely manner. Clinical instructors will make rounds with each client care manager to discuss the clients on the team and their nursing care needs. The objectives, responsibilities and evaluation methods for this experience are located in the Blackboard component for NUR1213 and in the supporting documents on the syllabi page on the nursing website.

Confidentiality: Confidentiality is a strict must! Any breach of confidentiality will be grounds for immediate disciplinary action.

Academic Dishonesty Policy and Penalty for Violation:
The Nursing Program adheres to the college’s student disciplinary and academic dishonesty and appeals procedures as set forth in the Palm Beach State College Student Handbook.

Academic dishonesty includes but is not necessarily limited to:
1. Unauthorized assistance, communication to another through written, visual, technological, or oral means. The presentation of material, which has not been studied/learned, but obtained through someone else’s efforts and used as part of an examination, course assignment or project constitutes cheating.
2. When another’s work is deliberately used or appropriated without any indication of the source, thereby attempting to convey the impression that such work is the student’s own. Any student failing to properly credit ideas or material taken from another is plagiarizing.
3. Presenting work done in one course to fulfill requirements in another course against the stated policy of an instructor.
4. Having knowledge of another student’s violation of this policy also constitutes a violation.
5. Removal of test material from the classroom.
6. Talking during an exam is forbidden.
7. Any student who knowingly helps or is present when another student violates academic behavior standards is also in violation of this policy.
8. Unauthorized technology, including cell phones are prohibited in the Testing Lab. Possession of a cell phone constitutes cheating, so any student not in compliance with this rule will be awarded a failing grade of zero.

Initial/General Academic Dishonesty Procedures
1. Students accused of an academic honesty infraction will be subject to the following procedure:
   a. The instructor has the obligation to make sure that there is clear evidence of academic dishonesty before any sanction is imposed against any student. If there is suspicion of wrongdoing without corroborating evidence, the instructor should discuss the matter with the student and issue a verbal warning where such is warranted.
   b. Academic departments have established policies on academic dishonesty. Students should contact their instructor, department chair or dean of student services if there are questions about this policy beyond what is established within this Student Handbook.
   c. A student shall not be permitted to avoid a failing grade because of academic dishonesty by withdrawing from the course.

Health Science Appeal Process
Health Science students are subject to the following procedure whenever an appeal is warranted (except for issues involving tuition/refunds). This entire process must be completed in no more than fifteen (15) business days. Depending on appeal issue, the student may or may not be allowed to attend class/clinical during appeal process. In addition, absences incurred during the appeal process may or may not be excused by the manager/director or the program/designee.
Receipt of Gifts
Students are not permitted to accept gifts, including monetary gifts, from patients or families. Non-adherence to this policy may result in consequences such as a referral to Academic Standards for unprofessional behavior.

Assignments, Tests, Quizzes and Final Exam Schedule, with percentage/points of grade:

Assignments: Clinical assignments will be made to maximize your learning. Please see Course Guidelines, Forms and Tools for required criteria. Written assignments will include:

- Electronic Health Care Record (EHR) documentation
- Client Care Manager Paper
- Interpersonal Recordings (IPR)
- Simulation Reflection Paper
- Service Learning Paper

Specific Clinical Assignments will include the following: The clinical assignments in Nursing II are related to your clinical experience as both a Patient Care Provider and Patient Care Manager. No points toward your academic grade will be given for these assignments, but satisfactory completion of these assignments is needed for a passing (satisfactory) clinical grade. Students coming to the clinical area unprepared to meet the requirements of the clinical assignment are at risk of receiving a failing clinical grade due to unsatisfactory performance. Students may be dismissed from the clinical area and receive an absence for the day.

Orientation Day Assignment: Each student is required to read, print, and obtain a witnessed signature of the Ethical Agreement, Consent to Confidentiality, and Disciplinary Procedure contained in the Nursing Student Handbook, and submit these to the instructor at the first class meeting. Each student should place a second copy of the signed forms in their student portfolio.

Patient Assignments: Assignments will be made to maximize your learning. Discuss any specific learning experiences you want with your clinical instructor. Students are expected to come to clinical prepared. Be prepared to discuss your anticipated plan of care in pre-conference.

IV Therapy Guidelines: Review IV Therapy guidelines from NUR 1214L. Institutional guidelines, policies and procedures will be followed.

Charting Guidelines: Since charting requirements vary from agency to agency, you must follow the guidelines for the agency in which you are assigned. If you are unable to document in the facility record (computerized charting), SimChart will be utilized for your documentation. Review charting guidelines from NUR 1214L and/or NUR 1023L.

Pharmacology Requirements:
Students will be responsible for the administration of medications to their assigned clients in the hospital. Students are required to follow the facility’s policies for the administration and charting of medications.

Students will be held accountable for knowing the medications they are administering. Drug classification cards can be brought to the clinical area for use in discussing the medications with the clinical instructor. Students are encouraged to pay particular attention to those medications being discussed in the classroom. Student must know the following about each medication prior to administration:
Palm Beach State College  
Course Syllabus – Classroom Courses

- Medication classification
- Therapeutic dose range and route
- Mechanism of action
- Specific reason your client is receiving the drug
- Common side effects
- Lab data pertinent to the drug
- Major nursing indications and client teaching areas for the drug

Tests, Quizzes, and Final Examination Schedule: There will be ongoing evaluation of student performance and application of theory and skills in the clinical area. A Performance Improvement Plan (PIP) will be provided to any student who is not meeting clinical standards. The student is expected to report to the Skills Lab for remediation in the area(s) identified on the PIP.

The “Clinical Evaluation Tool Cumulative Record,” will be reviewed with each student at Midterm and at the end of scheduled Clinicals for a Final Clinical Evaluation, to assess progress and plan for continued advancement or remediation as needed (please review tool included in the supporting documents section of the syllabi website or on the blackboard component for NUR1213).

Grading:  
The nursing department utilizes the satisfactory/unsatisfactory grading system. In order to pass this course the students must receive a satisfactory clinical evaluation on the “Clinical Evaluation Tool Cumulative Record,” submit satisfactory clinical papers on the date due, and meet all clinical objectives. Any student who is unable to meet the clinical objectives and is not performing at a satisfactory level will receive a Performance Improvement Plan (PIP). The purpose of this plan is to inform the student of any deficiencies and also to provide the student with a strategy for success.

Each student must successfully complete each of the 2nd semester nursing courses to proceed to the 3rd semester of the program. The 2nd semester nursing courses include all of the following:

NUR1213 Nursing II  
NUR1213L Nursing II Clinical  
NUR1214L Nursing II Skills Lab

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Points</th>
<th>Percentage (if applicable)</th>
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<td>U</td>
<td>Unsatisfactory</td>
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Class Policies

Attendance: Professors are required to take attendance.
Attendance on all clinical days is required. Attendance will be taken on all clinical days and college wide policies related to attendance will be followed. Failure to meet the clinical requirements of the course (even if related to absence) will result in a clinical failure for the course.

Students who become ill are required to notify their clinical instructor. Calls should be placed directly to the clinical instructor ASAP before the clinical experience. It is the student’s responsibility to discuss with the clinical instructor the reason for the absence. The instructor will then notify the student of the possibility and requirements necessary to complete the course objectives. Please see the Nursing Student Handbook.

During your clinical orientation your clinical instructor will provide the telephone number and contact person for each of your clinical agencies. Directions to facilities will be provided.

**Electronic Device Use and Email Policy:**
Hand-held devices are allowed in clinical for note-taking and researching data, only. The use of Hand-held devices that are iPod capable are encouraged to facilitate downloadable information as learning strategies and study tools. Cell phones must be turned off in clinical, class, and are prohibited in the campus Testing Centers.

Email Policy: All students have access to a college email account. It is the responsibility of the student to activate this account in order to be kept current with college, program and course information. College email must be checked weekly, at least. Faculty will contact students via college email, so be certain to check this email account twice weekly for any updates or changes to coursework or schedules.

**Late Assignment Policy:**
Late assignments will not be accepted unless prior authorization is granted by the instructor of record.

**Make-up Exam Policy:**
Please refer to Nursing Student Handbook for Clinical Make-up Policy.

**Withdrawal Policy:**
Students are asked to notify the instructor and the team leader for their semester when attempting to withdraw from a course. Withdrawal or lack of participation in any particular nursing course will result in the student being removed from all nursing courses for the term, as these courses need to be taken concurrently.

**Other:**

<table>
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<tr>
<th><strong>Equipment &amp; Supplies:</strong></th>
<th>Please bring the following with you to the clinical area:</th>
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<tbody>
<tr>
<td>1. Stethoscope – purchased separately</td>
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<td>2. Black pen and notebook – purchased separately</td>
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<td>3. Bandage scissors – issued in skills lab kits</td>
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<tr>
<td>4. Goggles – issued in skills lab kits</td>
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<tr>
<td>5. Pen light – purchased separately</td>
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<td>6. Hemostats</td>
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<td>7. Tape measure</td>
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<td>8. Watch with a second hand</td>
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**See nursing student handbook for the following policies:** All students are required to obtain and read the current PALM BEACH STATE COLLEGE Student Handbook and the current Nursing student Handbook. These documents are accessible on the college website.
Nursing students should pay particular attention to the following policies:

- Student Preparedness
- Medical/CPR Requirements
- Electronic Health Care Record (EHR) documentation
- Written Assignments
- Nursing Curriculum Organization
- Work Schedule
- Tardiness
- Attire/Dress Code
- Behavior/Professional Conduct
- Clinical Safety Protocol

College Policies and Web Information

Academic Dishonesty
Academic dishonesty includes the following actions, as well as other similar conduct aimed at making false representation with respect to the student's academic performance:
(1) Cheating on an exam,
(2) Collaborating with others on work to be presented, if contrary to the stated rules of the course,
(3) Submitting, if contrary to the rules of the course, work previously submitted in another course,
(4) Knowingly and intentionally assisting another student in any of the above actions, including assistance in an arrangement whereby work, classroom performance, examination, or other activity is submitted or performed by a person other that the student under whose name the work is submitted or performed,
(5) Plagiarism.

Please refer to the Palm Beach State College Student Handbook for link to the student handbook.

Classroom Etiquette and Student Behavior Guidelines
Students will demonstrate respect for professors and fellow students. Behavior that is disruptive to a positive learning environment reported by the professor will result in a warning on the first instance; the second instance might result in expulsion from the course or campus.

Computer Competency Component
Each student will, to the satisfaction of the professor, demonstrate a fundamental understanding of basic computer operations through various professor-determined exercises and/or assignments.

Disability Support Services
Students with disabilities are advised, in compliance with federal and state laws, that accommodations and services are available through the office of Disability Support Services (DSS). It is the student's responsibility to contact Disabled Student Services Advisors and to submit appropriate documentation prior to receiving services. Please see the website at www.palmbeachstate.edu/current for web address for Disability Support Services.

Eating, Drinking and Smoking
Eating and drinking are confined to areas designated on the campus. Smoking is not permitted in any College building and only in areas designated at each campus.

Final Course Grade Appeal
The evaluation of academic work is the responsibility of the faculty member/instructor. The method for assigning the final course grade is established by the faculty member/instructor. Per Board Rule 6Hx-18-3.191, faculty/instructors shall communicate the grading policy of the course to their students in writing. If this policy changes during the term, students should be notified of any changes in writing. The method to determine final course grades must be given to students in a course syllabus at the beginning of the class. Should a student have a question about a final course grade, please follow the procedures as outlined in the student handbook: www.palmbeachstate.edu/current.

Mid-Term Grade Reporting
Within one week after the close of the mid-term grading period, mid-term grades will be made available to all students for each
class by either written notification or individual conference.

Student Responsibility Policy
When a student attends the College, s/he becomes subject to its jurisdiction. Students are expected to conduct themselves in a responsible manner, in all areas of campus life. By enrolling, they pledge to obey the rules and regulations of the College and are responsible for observing all College policies and procedures as published in the student handbook, the College catalog and other College publications. The student will be responsible for preparing for class, participating in class, and completing assignments on time.

Palm Beach State Websites of Interest
Please see this web page (www.palmbeachstate.edu/current) for a list of web addresses for students.

Withdrawal Policy for Individual Courses
The last day to withdraw from a College course with a "W" grade in this course is November 4, 2016. It is the responsibility of the student to use the PantherWeb system or visit a campus Registrar’s office to withdraw. An official withdrawal entitles the student to a grade of "W" in the class.

Other Information from your Professor:

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<tr>
<th>Disclaimer</th>
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<tr>
<td>Changes may be made to the syllabus at any time during the term by announcement of the professor. It is the responsibility of the student to make any adjustments as announced.</td>
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Department Contact Information

<table>
<thead>
<tr>
<th>Name: Lawrence (Buddy) Herrington</th>
<th>Office Location: AH 114</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone: (561) 868-3437</td>
<td>Email: <a href="mailto:herrinbd@palmbeachstate.edu">herrinbd@palmbeachstate.edu</a></td>
</tr>
<tr>
<td>Job Title: Director of Nursing</td>
<td></td>
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