

Levelland Campus

**Course Syllabus**

COURSE: RNSG 2460.001 Clinical Nursing Common Concepts (4:0:16)  
 SEMESTER: Fall 2023  
 CLASS DAYS: Thursday and Friday/ varies (please note: some Wednesday work may be required)  
 CLASS TIMES: 0630-1600

Faculty: All Faculty can be reached via EMAIL or REMIND App during business hours

Name	Email	Office	Office/Virtual Hours
Sarah Gill MSN, RN	<a href="mailto:SGill@southplainscollege.edu">SGill@southplainscollege.edu</a>	AH 112 A	Mon & Tues 7-9 & 15-1700 Or by Appointment
Angela McClure, MSN, RN	<a href="mailto:AMcClure@southplainscollege.edu">AMcClure@southplainscollege.edu</a>	AH 112 F	Mon/Tues 08-1600 Or by Appointment
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Tamera Todd ARNP- CNP	<a href="mailto:TTodd@southplainscollege.edu">TTodd@southplainscollege.edu</a>	AH 112 C	Monday/Tuesday 08-1600 Or by Appointment

*“South Plains College improves each student’s life.”*

**GENERAL COURSE INFORMATION**

*\*It is the responsibility of the student to be familiar with content and requirements listed in course syllabus. \**

**COURSE SCHEDULE**

Follow the class schedule on Blackboard. The schedule is subject to change as the class and the instructors see fit. Any changes will be announced, and students will be notified via Blackboard, Remind, or SPC Email.

**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. Clinical experiences are unpaid external learning experiences. Emphasis is placed on the student functioning within the four roles of nursing, being accountable and responsible for appropriate nursing decisions in the provision of safe nursing care, and pursuing professional, personal, ethical, and legal growth and development. This course must be taken concurrently with RNSG 1441-Common Concepts of Adult Health.

**COURSE OBJECTIVES - based on Texas Board of Nurses Differentiated Essential Competencies (DECs)**

[https://www.bon.texas.gov/pdfs/publication\\_pdfs/Differentiated%20Essential%20Competencies%202021.pdf](https://www.bon.texas.gov/pdfs/publication_pdfs/Differentiated%20Essential%20Competencies%202021.pdf)

By the end of this course the student will show improvement in the following areas:

<b>I. Member of the Profession:</b>
A. Function within the nurse’s legal scope of practice and in accordance with the policies regulation and the policies and procedures of the employing health care institution or practice setting. <b>I.A.1-3b</b>
B. Assume responsibility and accountability for the quality of nursing care provided to patients and their families. <b>I.B.1, 2.a-c, 3.a-c, 4.a-b, 5.a-c, 6.a-c, 7-9</b>
C. Participate in activities that promote the development and practice of professional nursing. <b>I.C.5, 6.a</b>
D. Demonstrate responsibility for continued competence in nursing practice, and develop insight through reflection, self-analysis, self-care, and lifelong learning. <b>I.D.1, 3, 5-6</b>
<b>II. Provider of Patient-Centered Care:</b>
A. Use clinical reasoning and knowledge based on the associate degree program of study and established evidence-based practice outcomes as the basis for decision making in nursing practice. <b>II.A.1-4</b>
B. Determine the physical and mental health status, needs, and preferences influenced by culture, spirituality, ethnicity, identity, and social diversity of patients and their families, and the interpretation of comprehensive health assessment findings compared with evidence-based health data derived from the associate degree nursing program of study. <b>II.B.1-9. b</b>

C. Analyze comprehensive assessment data to identify problems, formulate goals/outcomes, and develop plans of care for patients and their families using information from evidence-based practice in collaboration with patients, their families, and the interdisciplinary health care team. <a href="#">II.C.1-3a., 5, 7</a>
D. Provide safe, compassionate, comprehensive nursing care to patients and their families through a broad array of health care services. <a href="#">II.D.1-3c</a>
E. Implement the plan of care for patients and their families within legal, ethical, and regulatory parameters and in consideration of disease prevention, wellness, and promotion of healthy lifestyles. <a href="#">II.E.1-7c, 9-13</a>
F. Evaluate and report patient outcomes and responses to therapeutic interventions in comparison to benchmarks from evidence-based practice, and plan follow-up nursing care. <a href="#">II.F.1-6</a>
G. Develop, implement, and evaluate teaching plans for patients and their families to address health promotion, maintenance, and restoration. <a href="#">II.G.1-7</a>
H. Coordinate human, information, and material resources in providing care for assigned patients and their families. <a href="#">II.H.1, 2.a, b, 3, 6</a>
<b>III. Patient Safety Advocate:</b>
A. Demonstrate knowledge of the Texas Nursing Practice Act and the Texas Board of Nursing Rules that emphasize safety, as well as all federal, state, and local government and accreditation organization safety requirements and standards. <a href="#">III.A.2-6</a>
B. Implement measures to promote quality and a safe environment for patients, self, and others. <a href="#">III.B.1-6, 8, 9</a>
C. Formulate goals and outcomes using evidence-based data to reduce patient risks. <a href="#">III.C.1-3</a>
D. Obtain instruction, supervision, or training as needed when implementing nursing procedures or practices. <a href="#">III.D.1-3</a>
E. Comply with mandatory reporting requirements of the Texas Nursing Practice Act. <a href="#">III.E.1-2</a>
F. Accept and make assignments and delegate tasks that take into consideration patient safety and organizational policy. <a href="#">III.F.1</a>
<b>IV. Member of the Health Care Team:</b>
A. Coordinate, collaborate, and communicate in a timely manner with patients, their families, and the interdisciplinary health care team to plan, deliver, and evaluate patient-centered care. <a href="#">IV.A.1-3</a>
B. Serve as health care advocate in monitoring and promoting quality and access to health care for patients and families. <a href="#">IV.B.1-3.c,5.a</a>
C. Refer patients and their families to resources that facilitate continuity of care; health promotion, maintenance, and restoration; and ensure confidentiality. <a href="#">IV.C.1.a,b, 2.a-c, 3.a,b</a>
D. Communicate and manage information using technology to support decision-making to improve patient care. <a href="#">IV.D.1-4</a>
E. Assign and/or delegate nursing activities to other members of the health care team based on an analysis of patient or workplace needs. <a href="#">IV.E.1.a,b</a>
F. Supervise nursing care provided by others for whom the nurse is responsible by using evidence-based nursing practice. <a href="#">IV.F.4.b</a>
G. Participate with health care teams during local or global health emergencies or pandemics to promote health and safety and prevent disease. <a href="#">IV.G.1-4</a>

**STUDENT LEARNING OUTCOMES - based on Texas Board of Nurses Differentiated Essential Competencies (DECs)**

[https://www.bon.texas.gov/pdfs/publication\\_pdfs/Differentiated%20Essential%20Competencies%202021.pdf](https://www.bon.texas.gov/pdfs/publication_pdfs/Differentiated%20Essential%20Competencies%202021.pdf)

**At the end of the course, the student will fulfill the student learning outcomes through meeting these objectives:**

1. Integrate ethical and legal responsibility and accountability for one's nursing practice. <a href="#">I.A.1-4, B.1-2</a>
2. Demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills. <a href="#">I.A.1-4, B.4,7</a>
3. Evaluate one's own caring behavior when interacting with patients, families, and members of the health care profession. <a href="#">I.B 1-2, 3, 5; II.D, 1,3</a>
4. Integrate roles of the professional associate degree nurse in the provision of care for adult patients and families. <a href="#">I.C. 1-5; II B. 11</a>
5. Evaluate the responsibility for professional and personal growth and development. <a href="#">I. D.1-5</a>
6. Integrate theoretical concepts with nursing knowledge and skills to meet the basic needs of patients, families, and/or groups throughout the life span in a variety of settings. <a href="#">II. A. 1.a,b; 2.c; C. 5</a> a. considers cultural, religious, spiritual, and social justice concepts in the delivery of professional nursing care <a href="#">II.A.2.b; B.5; C.5</a>
7. Utilize critical thinking and systematic problem-solving process (nursing process) as a framework for providing care for adult patients in structured health care setting with complex health care needs. <a href="#">II. B. 1-3, C.2</a>
8. Utilize critical thinking and problem-solving skills in prioritizing the management and coordination of care. <a href="#">II.B. 6-9; C.4</a>
9. Incorporate effective skills of communication and collaboration with patients, families, and/or groups in a variety of settings. <a href="#">II.C.1-2</a> a. integrates technology and its use in providing patient care appropriately. <a href="#">II. B. 10</a>

10. Communicate in the appropriate language of the profession and the health care industry. <i>II.D. 3-5</i>
11. Maintain confidentiality of the patient, family, and health profession in accordance with federal statutes, BON rules and regulations, agency policies and SPC policies. <i>I.B. 7</i>
12. Integrate characteristics, concepts, and processes related to patients, including: anatomy and physiology; physical and psychosocial growth and development; pathophysiology and psychopathology; ethical reasoning; and cultural and spiritual beliefs and practices related to health, illness, birth, death and dying. <i>II. B. 4, 9, 11</i>
13. Integrate characteristics, concepts, and processes related to disease transmission, risk factors, preventive health practices and their implications for selected populations and community resources. <i>II. B. 6</i>
14. Demonstrate understanding of disease processes, pharmacotherapeutics, and other therapies and treatments. Safely administer medications and treatments within the plan of care. <i>II. B. 7; B.11</i> a. utilizes structured assessment tools and concept maps to direct patient care <i>II.B. 3</i>
13. Integrate principals of teaching-learning in providing information to patients, families, and/or groups regarding promotion, maintenance, and restoration of health or the process of death and dying. <i>II. G. 1-2</i>
14. Integrate principals of advocacy to provide quality health care for patients, families, and/or groups. <i>III.B. 1-3</i>
15. Integrate actions and act as a health care advocate to provide quality health care for patients, families, and groups <i>III. B. 3,4; C.2</i>
16. Coordinate appropriate referral sources to meet the needs of patients, families, and/or groups. Evaluate the effectiveness of community resources in the delivery of health care to patients, families and/or other groups. <i>II. G. 3</i>
17. Delegates appropriate assignments to members of the health care team. <i>IV. A.2-3</i>
19. Coordinate health care team in delivering care to patients, families, and/or groups. <i>IV. E. 1-4</i>
20. Formulate safe cost-effective nursing care in collaboration with members of health care team using critical thinking, problem- solving and the nursing process in a variety of settings through direct care, assignment, or delegation of care. <i>II.B. 12; C. 5</i>
21. Apply theory, concepts, and skills involving specialized materials, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with nursing profession and health care industry. <i>II.D. 2</i>
22. Evaluate clinical data, current literature, responses, and outcomes to therapeutic interventions to make appropriate nursing practice decisions. <i>I.B.5, D.3, II.A. 3</i>

**EXPECTED LEVEL OF ACHIEVEMENT: (ELA)**

1. Provisional: performs safely under supervision; requires continuous supportive and directive cues; performance often uncoordinated and slow; focus is entirely on task or own behavior; beginning to identify principles but application of principles is sometimes lacking.
2. Assisted: performs safely and accurately each time observed but requires frequent supportive and occasional directive cues; time management skills still developing; skill accuracy still developing; focus is primarily on task or own behavior with more attention to client; identifies principles but still may need direction in application of principles.
3. Supervised: performs safely and accurately each time behavior is observed; requires occasional supportive and directive cues; spends reasonable time on task and appears generally relaxed and confident; applies theoretical knowledge accurately with occasional cues; focuses on clients initially but as complexity increases, may still focus more on task.
4. Independent: performs safely and accurately each time behavior is observed and without need of supportive cues; demonstrates dexterity in skills; spends minimum time on task; applies theoretical knowledge accurately; focuses on client while giving care. **(ELA)**

EPSLO	SEMESTER I	SEMESTER II	SEMESTER III	SEMESTER IV
Clinical Decision Making	2	3	4	4
Communication & Information Management	2	3	4	4
Leadership	1	2	3	4
Safety	1	2	3	4
Professionalism	1	2	3	4

Krichbaum, K., Rowan, M., Duckett, L., Ryden, M., & Savik, K. (1994). The Clinical Evaluation Tool: A measure of the quality of clinical performance of baccalaureate nursing students. *Journal of Nursing Education*, 33 (9), 395-404

**END OF PROGRAM STUDENT LEARNING OUTCOMES (EPSLO)**

**Clinical Decision Making:** Provides competent nursing interventions based on application of the nursing process and demonstrates critical thinking, independent judgment and self-direction while caring for patients and families. (2=Provider of Patient-Centered Care)

**Communication and Information Management:** Communicates effectively utilizing technology, written documentation, and verbal expression with members of the health care team, patients, and families. (4= Member of the Health Care Team)

**Leadership:** Demonstrates knowledge of basic delegation, leadership management skills, and coordination of resources to assure optimal levels of health care for patients and families. (4=Member of the Health Care Team)

**Safety:** Implements appropriate interventions to promote a quality and safe environment for patients and families. (3=Patient Safety Advocate)

**Professionalism: Demonstrates** knowledge of professional development and incorporates evidenced-based practice in the nursing profession. Utilizes concept of caring, including moral, ethical, and legal standards with astute awareness of the spiritual, cultural and religious influences on patients and families. (1-Member of the Profession)

### SUCCESSFUL COMPLETION OF 2460

The student must meet **all** satisfactory criteria for **each** course Student Learning Outcome (SLO) on the final evaluation (including the Work Ethics Evaluation) to pass RNSG 2460. Upon satisfactory completion of the course, the student will be progressing toward meeting the SPC EPSLO and the Texas BON “Differentiated Essential Competencies” (DECS). RNSG 2460 DECS reflect Diploma and associate degree Nursing Clinical Judgments and Behaviors as described in the SPCADNP Nursing Student Handbook. The DECS are listed by letters and numbers in the numbered role columns on the clinical evaluation tool (1=Member of the Profession; 2=Provider of Patient-Centered Care; 3=Patient Safety Advocate; and 4=Member of the Health Care Team)

Successful completion of this course requires a grade of “C” (77.00) or higher in the co-requisite course RNSG 1441. On the Midterm/Final Clinical Evaluation Tool, each student must achieve satisfactory ratings on course Student Learning Objectives (SLO) within the end of program student learning outcomes (EPSLO) on the final evaluation to attain the expected level of achievement (ELA) for Semester II, and to pass RNSG 2460. Upon successful completion of this course, each student will have demonstrated accomplishment of the Semester III Course Student Learning Outcomes, through a variety of modes (individual presentations, skills demonstrations, clinical performance, etc.).

To successfully complete RNSG 2460, student must satisfactorily complete **ALL** of the following clinical and skills lab components:

1. Must receive a cumulative average of 77% or greater on all clinical assignments.
2. Complete all clinical assignments by the assigned date and time.
3. Show satisfactory achievement of course Student Learning Outcomes (SLO) specified on the clinical evaluation tool. (See Clinical Evaluation Tool in Blackboard)
4. Show progression towards the End of Program Student Learning Outcomes (EPSLO) at the expected level of achievement (ELA) for Semester II of the SPC ADNP. (See Clinical Evaluation Tool in Blackboard)
5. Satisfactorily demonstrate math competency (drug dosage calculations).
6. Demonstrate clinical skills competency in a variety of clinical settings.
7. Demonstrate satisfactory clinical attendance as specified in RNSG 2460 attendance policy of this clinical course syllabus and the SPC ADNP Nursing Student Handbook.

### EVALUATION METHODS

\*Refer to SPC ADNP Nursing Student Handbook

1. The math competency exam must be passed with a grade that indicates no more than 2 incorrect calculations in order to continue in RNSG 2460 and RNSG 1441.
2. Skills checkoffs must be passed prior to going to hospital clinicals. Students will be given one opportunity to remediate and then correctly perform all skills. Skill practice outside of class will be required before repeating the check-off. Failure to pass skills checkoffs will result in failure in the class.
3. Daily Clinical Evaluation Tools or Sim Rubrics will be filled out by clinical instructors by the end of each clinical day. An example of the Daily Clinical Evaluation tool and the Sim Lab Rubric is available on Blackboard. To pass your clinical day, you must attain a minimum score of 77% for the day.
4. There will be assigned paperwork for each week that you are in the clinical area.

5. Twice during the semester, each student must present a clinical patient in the post-conference area. The student will be graded according to the rubric found on blackboard.

6. To pass RNSG 2460, you must attain a minimum average score of 77% for all clinical experiences and have no more than 2 failed/absent clinical days.

**\*\*\*Failure to pass more than 2 Daily Clinical Evaluation Tools OR 2 days of clinical paperwork, will result in a failure in RNSG 2460, and you will receive an “F” in the course regardless of the average of your grades.\*\*\***

5. On the Midterm/Final Clinical Evaluation Tool, each student must achieve satisfactory ratings on course Student Learning Objectives (SLO) within each end of program student learning outcomes (EPSLO) on the final evaluation to attain the expected level of achievement (ELA) for Semester III, and to pass RNSG 2460.

Clinical practice standards for student performance are based on the SPC End of Program Student Learning Outcomes (EPSLO) (NLN Educational Competencies for Graduates of Associate Degree Nursing Programs, 2002) For each EPSLO, a level of achievement is indicated in the table above. Students are expected to complete the semester at the level indicated, showing progress and increasing competency throughout the semester. Student performance standards/levels are defined as follows (adapted from Krichbaum et al., 1994)

**GRADING POLICY**

Sim Lab	20%
Daily Clinical Evaluation Tools	40%
Weekly Paperwork grade	40%
Post Clinical Presentations	10%
Skills Checks	Pass/Fail - A student who fails any skill check off will be dismissed from the course.
Math Test	Pass/Fail - Failure from math course will be dismissed from the course.

**GENERAL ATTITUDE AND INSUBORDINATION**

The student's conduct reflects the individual, agency, school, and the nursing profession. Students must always behave professionally and maturely. Students must adhere to the policies of the school and institution they are attending. Failure to comply with policies will result in disciplinary action up to and including dismissal from the program.

Students are expected to follow all directions closely and immediately, as given by instructors, preceptors, medical staff, and clinical site management. Failure to communicate, respond to or follow directions from such individuals can result in disciplinary action up to and including dismissal from the program. Any behavior viewed as unprofessional or detrimental to the reputation of the program and/or program faculty may result in disciplinary action up to and including dismissal from the program. Any concerns about the program or program faculty may be addressed with program faculty or administration through the proper chain of command. Discussion of any such concerns with clinical staff or other faculty not involved in the class will not be tolerated.

**DRESS CODE / UNIFORM POLICY**

SPC Uniform Policy **must be followed** in the clinical facility areas per ADN Nursing Student Handbook.

General Clinical Guidelines:

1. Students are to report to the instructor and TPCN when leaving and returning to the unit.
2. Students are not to make personal telephone calls while in the clinical area.
3. The student should notify his/her family that in the case of an emergency during clinical rotations, they should call and leave a message or text (who they are and who they need to get in touch with for an emergency) to the number or numbers provided to them in the clinical course syllabus and/or on the clinical course schedule.
4. A watch with a second hand, a pair of bandage scissors, and a stethoscope are required in the clinical area. No smart watches or Fitbit allowed.
5. Eating, drinking, or chewing gum in skills lab, simulation lab and any clinical patient care areas is not acceptable. Chewing gum is unprofessional and prohibited.
6. A student is not to visit units other than the one assigned **UNLESS** it involves transfer of clients or accompanying their patient for a procedure or surgery. Permission must be obtained from the instructor. Failure to adhere to this policy will result in dismissal from the program.
7. It is the student's responsibility to follow hospital policy and procedure. Policy and procedure information is available

- on every unit and must be reviewed before each procedure.
8. The student may only perform those procedures in which he/she has had classroom instruction, practiced and has been checked off in Skills Lab.
  9. Students are not permitted to take a doctor's verbal order. Instruct the doctor he/she is not permitted to do so and locate a licensed nurse to take the order. Students are not permitted to give information over the telephone concerning the client's condition.
  10. Upon completion of client care assignments, maximize your time by sitting and talking with (or listening to) your clients. Assist other students on the unit who need help with their clients. Do research about the assigned client or topic for the clinical objectives of the day.
  11. While in the SPCADNP uniform and/or lab coat, there will be no consumption of alcohol. Any reports of this behavior will result in dismissal from the program.
  12. Cell phones are NOT permissible on your person while in the skills lab or SIM lab for any reason. Phones must be silenced, turned off, and in your bag while in these areas. Any student seen using a cell phone in these areas will be asked to leave and may be issued a clinical absence.
  13. Cell phones are permissible while on clinical site rotations, but they must be kept on silent or turned off, and should not be used in patient care areas, hallways, or nurse's stations. Cell phones may be used on your lunch break. One exception is iPad checked out to students by SPC ADNP. Students assume responsibility for loss or damage to their property.
  14. SPC Uniform Policy must be followed in clinical facilities per ADNP Nursing Student Handbook.

### ACADEMIC INTEGRITY

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

**Cheating** - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in presenting all coursework phases. This applies to quizzes of whatever length, final examinations, daily reports, and term papers.

**Plagiarism** - Offering the work of another as one's own, without proper acknowledgment, is plagiarism. Any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines, websites such as: blogs, journals, or articles, other referenced works, from themes, reports, and/or other writings of a fellow student, is guilty of plagiarism. If there is any suspicion of work completed by Artificial Intelligence (A.I.), the student and their work may be questioned, and if proven that A.I. was used will be considered guilty of plagiarism.

Examples of student plagiarism<sup>1</sup>

- Copying material without quotes, in-text citations, and/or referencing
- Paraphrasing content without in-text citation and/or referencing
- Copying ideas, words, answers, exams, or shared work from others when individual work is required
- Using another's paper in whole or in part
- Allowing another student to use one's work
- Claiming someone else's work is one's own
- Resubmitting one's own coursework when original work is required (self-plagiarism)
- Falsifying references or bibliographies
- Getting help from another person without faculty knowledge or approval
- Purchasing, borrowing, or selling content with the intent of meeting an academic requirement for oneself or others
- Violations of the honesty policy including cheating during testing, plagiarizing another's work, and falsifying records will result in dismissal from the program. See Student Handbook.

Smith, L. Conquering plagiarism in nursing education. *Nursing 2016*. 2016; 46(7):17-19.

Students are expected to adhere to the professional standards set forth in the Associate Degree Nursing Program School of Nursing Student Handbook. It is the responsibility of the student to demonstrate professional and academic integrity. The student is representing the School of Nursing and are expected to maintain the highest standards.

## VERIFICATION OF WORKPLACE COMPETENCIES

External learning experiences (clinical) provide workplace settings in which students apply content and strategies related to program theory and management of the workflow. Successful completion of the designated Semester 3 course outcomes will allow the student to continue to advance within the program. Successful completion of RNSG 2460 meets the requirements as stated in the Differentiated Essential Competencies of Graduates of Texas Nursing Program.

## BLACKBOARD

Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course throughout the semester.

## SPECIFIC COURSE INFORMATION

### TEXT AND MATERIALS

1. Hinkle, J., Cheever, K., & Overbaugh, K. *Brunner and Suddarth's Textbook of Medical-Surgical Nursing* (15<sup>th</sup> ed). Wolters.
2. Abrams' *Clinical Drug Therapy: Rationales for Nursing Practice*, Twelfth Edition
3. Geralyn Frandsen; Sandra Smith Pennington.
4. Your choice of drug guide
5. Medical Dictionary of Choice
6. American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). Washington, DC: Author.
7. Textbooks from previous semesters are used as reference guides this semester. Please continue to use these books throughout this semester.

### ADDITIONAL CLINICAL ITEMS

Students should come to clinical prepared with stethoscope, penlight, scissors, analog watch with second hand, pens, pencils, and completed paperwork.

**STUDENT SHOULD RETAIN A COPY OF ALL ASSIGNMENTS TURNED IN.** If an assignment turns up missing the student is responsible for turning in the copy or redoing the entire assignment if a copy was not retained.

The student is expected to be available for clinical assignments and duties on **Wednesday, Thursday, and Friday** of each week (See clinical schedule in **Blackboard**).

Hospital adult Med/Surg clinical days will be on Thursdays and Fridays with assignments and preparation time scheduled Monday-Wednesdays. (See Clinical Schedule in **Blackboard**).

### ATTENDANCE POLICY (\*READ CAREFULLY)

#### Clinical Attendance

Students are expected to attend all labs/clinical to be successful in this course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus. When an unavoidable reason for class/clinical absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay reporting to a class after official enrollment, absences will be attributed to the student from the first-class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy. It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate, and the student will owe any balance resulting from the adjustment.

([http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class\\_Attendance](http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class_Attendance))

The SPC ADNP policy must be followed. Refer to the SPC ADNP Nursing Student Handbook to review this policy. Punctual and regular clinical attendance, as stated in the SPC handbook, is required of all students attending South Plains College. According to SPC Student Handbook, **there are no excused absences**. The course leader has the prerogative of dropping the student from the course for any absences. Readmission is not guaranteed.

Clinical is a learning experience that cannot be taken for granted and absences severely compromise that experience. Students are expected to attend all scheduled days of clinical and or skills lab experience **including post conferences**. **No more than 2 clinical days can be missed in order to remain in RNSG 2460. A student missing more than 2 clinical days will be dropped from RNSG 2460. A clinical absence will result in a zero/ fail for the day.**

In the event of illness, **it is the student's responsibility to notify your clinical instructor**. Should the student miss one clinical day, a Letter of Success will be completed. This may indicate additional assignments required for completion. Should the student miss two days of clinical during a semester, he/she must immediately make an appointment to see the course leader.

If you are running a fever and ill enough not to attend clinical, you must notify your designated instructor by Remind App. **You are also required to bring a doctor's note stating when you are able to return to clinical**. If you return to clinical without a note, you will be sent home and you will be given an absence for the day.

Any combination of any absences or failures that equal more than 2 (i.e.: 2 absences + 1 Tardy, OR 2 absences +1 fail, OR 2 Fails + 1 Tardy) the student will automatically be given a failing grade in the nursing course.

If a student arrives after **0630AM** he/she will be considered tardy in the clinical area, unless otherwise arranged. If a student arrives after **0700, AM** he/she will be counted as absent for the day. The student will be given the option of going home, but the student is encouraged to stay for the duration of the clinical day to allow for more learning experiences. If a student leaves clinicals early that will also result in an absence for the day unless prior arrangements have been made with the instructor. If a student is tardy 2 times, this will count as a clinical absence.

For scheduled school events (i.e., TNSA), you must be in good standing academically to attend as an excused absence. An alternative assignment may be given for any school event.

Occurrence	Consequence
1st Absence	Zero/Fail for the day.
2nd Absence	Zero/Fail for the day.
Combination of any absences or fails that equal more than 2 (i.e.: 2 absences + 1 Tardy, OR 2 absences +1 fail, OR 2 Fails + 1 Tardy) (any number of tardies/fails may be counted in this total)	Dismissal from RNSG 2460
Tardy x 2 after 0630	Equals one absence/fail.
Tardy after 0700	Absence (zero/fail) for the day. May stay in the clinical setting for the learning experience.
No call/No Show	Fail for the day and may result in dismissal from the program pending the decision of the Med/Surg team.
Failure to get Doctors note after a call in for illness	Will not be able to return to clinical setting and it will be a failure/zero for the day.
Leaving clinical early or missing post conference.	Absence (fail/zero) for the day.
Failure to follow dress code	Will be allowed to correct on site within 10 minutes. If not corrected, you will be instructed to leave and will receive a failure/zero for the day.
Leaving clinical unit/floor without clinical instructor notification	Will be counted as an absence for the day.

## COVID-19

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or get tested for COVID-19.

- Cough, shortness of breath, difficulty breathing.
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu) or 806-716-2376

1. SPC will follow the recommended 5-day isolation period for individuals that test positive.
  - a. **Please note that day 0 is the date of the positive test. Day 1 begins the first full day after the date of positive result.**
2. COVID reporting
  - a. Please have students and employees notify DeEtte Edens if they have tested positive to verify dates before returning to class or work.

- b. The home tests are sufficient, but students need to submit a photo of the positive result. The date of the test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu).
  - c. A student is clear to return to class without further assessment if they have completed: The 5-day isolation period, symptoms have improved, and they are afebrile for 24 hours without the use of fever-reducing medication.
3. Please instruct students and employees to communicate with DeEtte Edens prior to their return date if they are still symptomatic at the end of the 5-day isolation.
  4. Exposed individuals will not be required to quarantine. If exposed, SPC does request individuals closely monitor themselves. If an individual does become symptomatic, please do not attend class or work, and be tested.

### EMERGENCY MESSAGES

The student should notify his/her family that in case of an emergency during normal class schedule, they should call the Nursing Office at (806)716-2391 or (806)716-2193. Class will not be interrupted unless it is an emergency, so they must identify themselves and say it is an emergency to get immediate action.

The student should notify his/her family that in the case of an emergency during clinical rotations, they should call and leave a message or text (who they are and who they need to get in touch with for an emergency) to the number or numbers provided to them in the clinical course syllabus and/or on the clinical course schedule.

**Dropping a class** will be instructor initiated

If a student is not successful in RNSG 2460 the instructor will meet with the student to discuss which class(es) will be dropped and which class(es) a grade will be assigned. (RNSG 1441)

### Withdrawing from all classes

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting <http://www.southplainscollege.edu/admission-aid/advising/spcadvisors.php> or by calling 806-716-2366.

### Schedule Change (after late registration and before census date)

To make a schedule change after late registration (August 30) and before the census date (September 15), students should submit a [Schedule Change Form](#).

After late registration, adding a class requires instructor approval. If a student is requesting to be added to one of your courses and you approve, please email [registrar@southplainscollege.edu](mailto:registrar@southplainscollege.edu) with your approval. This can take the place of signature on the Schedule Change Form that we have required in the past.

### ASSIGNMENT POLICY

1. CLINICAL PAPERWORK will be found on Blackboard. All daily required work must be uploaded on time so it can be graded.
2. If the student fails to bring the appropriate assignments to the clinical setting, points will be deducted from the clinical evaluation tool up to and including a fail for the day.
3. Students should retain a copy of **ALL** assignments turned in. See Clinical Folder in Blackboard for specific information on specialty rotation clinical assignments and due dates.
4. Assignments and skills missed due to an unexcused absence may not be made up.
5. Assignments are due by the assigned dates and time in Central Standard Time (CST) on the class schedule.
6. **NO LATE WORK WILL BE ACCEPTED.** Please allow enough time for preparation and submission of each assignment before the due date. Students will be asked to scan, and upload required documents into Blackboard. Scanners are in several locations on campus. Students may also choose to use their cellphones or iPads using the notes sections (Apple App Store) or an app of their choice (I-Scan, etc.). Assignments must be uploaded in a PDF. A digital upload is considered a digital signature. Assignments must be uploaded into the correct drop box for that assignment. Failure to upload correctly will be deducted 15 points for the first occurrence additional occurrences will receive a zero.

### COMPUTER USAGE

As computer technology in the field of health occupations continues to become more popular, computers will be used in this course for several assignments. All students have access to computers and printers on the South Plains College campus. Students will be expected to utilize computers to access assignments and classroom resources. All registered students are supplied with a working email account from South Plains College. To take exams, students must have their username and password.

**ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USERNAME AND PASSWORD.**

## COMPUTER LAB USAGE

The computer lab(s) on any campus may be used by students during scheduled open hours or as assigned by an instructor. Printer paper will not be provided for students to print materials, but students may seek assistance from faculty or staff to request lab paper from the college if needed. Lack of computer lab paper is not an excuse for not having homework assignments, skills lab sheets, or any other required documents. Students should come prepared for class.

## SPECIAL INFORMATION

- **SKILLS:** Students will be required to have a skills checklist with them at every clinical rotation. All skills will be checked off by a clinical instructor during the clinical day. The Student **MUST** have appropriate supervision AND instructor permission prior to performing any clinical skills. Students are encouraged to perform as many clinical skills as possible during their clinical rotations and it is the student's responsibility to seek out new skills to perform. Skills that are highlighted on the skills checklist must be completed by the end of the semester.
- Administration of medications must be performed accurately to pass clinical within the guidelines of SPC Nursing Policies and Texas Nurse Practice ACT. **MEDICATION MAY BE GIVEN ONLY WHEN THE INSTRUCTOR IS PRESENT** unless the student has a medication administration contract and has instructor permission. A student must be prepared to safely give meds. If not, that student will be unable to give meds for that day. If a student is removed from medication administration **more than two times**, that student will not pass the semester clinical experience. Students may only have medications for one patient at a time and must review the medication administration policy at the hospital.
- The clinical instructor will dismiss the student from the clinical setting if the student demonstrates unsafe clinical performance as evidenced by the following:
  - Places a client in physical or emotional jeopardy.
  - Violates the HIPAA regulations.
  - Abuses their computer access at the various hospitals.
  - Inadequately and/or inaccurately utilizes the nursing process.
  - Violates previously mastered principles/learning/objectives in carrying out nursing care skills and/or delegated medical functions.
  - Assumes inappropriate independence in actions or decisions.
  - Fails to recognize own limitations, incompetence, and/or legal responsibilities.
  - Fails to accept moral and legal responsibility for his/her own actions; thereby, violating professional integrity as expressed in the Code for Nurses.
  - Unsafe practice:
    - Not familiar with drugs and side effects
    - Not familiar with lab work
    - Not familiar with SPC/clinical institutions procedures for administration of medications and other procedures
    - Not prepared for clinical
  - Failure to comply with SPC, SPC ADN, and institutions policies and procedures.
  - Fails to assume care of the assigned patient.

## **REPEATED INCIDENCES WILL RESULT IN COURSE FAILURE**

### Accommodations

For college policy statements related to Intellectual Exchange Statements, Disabilities Statements, Non-Discrimination Statements, Title IX Pregnancy Accommodations Statements, CARE, or Campus Concealed Carry Statements visit:

<https://www.southplainscollege.edu/syllabusstatements/>

### FOUNDATION SKILLS

#### **BASIC SKILLS—Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks**

F-1 Reading—locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.

F-2 Writing—communicates thoughts, ideas, information and messages in writing and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.

F-3 Arithmetic—performs basic computations; uses basic numerical concepts such as whole numbers, etc.

F-4 Mathematics—approaches practical problems by choosing appropriately from a variety of mathematical techniques.

F-5 Listening—receives, attends to, interprets, and responds to verbal messages and other cues.

F-6 Speaking—organizes ideas and communicates orally.

#### **THINKING SKILLS—Thinks Creatively, Makes Decisions, Solves Problems, Visualizes and Knows How to Learn and Reason**

F-7 Creative Thinking—generates new ideas.

F-8 Decision-Making—specifies goals and constraints, generates alternatives, considers risks, evaluates and chooses best alternative.

F-9 Problem Solving—recognizes problems, devises and implements plan of action.

F-10 Seeing Things in the Mind’s Eye—organizes and processes symbols, pictures, graphs, objects, and other information.

F-11 Knowing How to Learn—uses efficient learning techniques to acquire and apply new knowledge and skills.

F-12 Reasoning—discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.

### **PERSONAL QUALITIES—Displays Responsibility, Self-Esteem, Sociability, Self-Management, Integrity and Honesty**

F-13 Responsibility—exerts a high level of effort and perseveres towards goal attainment.

F-14 Self-Esteem—believes in own self-worth and maintains a positive view of self.

F-15 Sociability—demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.

F-16 Self-Management—assesses self accurately, sets personal goals, monitors progress and exhibits self-control.

F-17 Integrity/Honesty—chooses ethical courses of action.

## **SCANS COMPETENCIES**

C-1 **TIME** - Selects goal - relevant activities, ranks them, allocates time, prepares and follows schedules.

C-2 **MONEY** - Uses or prepares budgets, makes forecasts, keeps records and makes adjustments to meet objectives.

C-3 **MATERIALS AND FACILITIES** - Acquires, stores, allocates, and uses materials or space efficiently.

C-4 **HUMAN RESOURCES** - Assesses skills and distributes work accordingly, evaluates performance and provides feedback.

### **INFORMATION - Acquires and Uses Information**

C-5 Acquires and evaluates information.

C-6 Organizes and maintains information.

C-7 Interprets and communicates information.

C-8 Uses computers to process information.

### **INTERPERSONAL—Works With Others**

C-9 Participates as a member of a team and contributes to group effort.

C-10 Teaches others new skills.

C-11 Serves Clients/Customers—works to satisfy customer’s expectations.

C-12 Exercises Leadership—communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.

C-13 Negotiates—works toward agreements involving exchanges of resources; resolves divergent interests.

C-14 Works with Diversity—works well with men and women from diverse backgrounds.

### **SYSTEMS—Understands Complex Interrelationships**

C-15 Understands Systems—knows how social, organizational, and technological systems work and operates effectively with them.

C-16 Monitors and Corrects Performance—distinguishes trends, predicts impacts on system operations, diagnoses systems performance and corrects malfunctions.

C-17 Improves or Designs Systems—suggests modifications to existing systems and develops new or alternative systems to improve performance.

### **TECHNOLOGY—Works with a Variety of Technologies**

C-18 Selects Technology—chooses procedures, tools, or equipment, including computers and related technologies.

C-19 Applies Technology to Task—understands overall intent and proper procedures for setup and operation of equipment.

C-20 Maintains and Troubleshoots Equipment—prevents, identifies, or solves problems with equipment, including computers and other technologies.