McLennan
COMMUNITY
C O L L E G E

WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

ADN LEVEL I –CONCEPT BASED CURRICULUM INTRODUCTION TO PROFESSIONAL NURSING COMPETENCIES
RNSG 1216

INSTRUCTORS
Angela Mathis, MSN, RN
Samantha Buerger, MSN RN

NOTE: This is a 16-week course.

COVID 19 Notice:
McLennan Community College is committed to providing you with every resource you need to reach your academic goals. We are also concerned for your safety. We are working through COVID-19 guidelines to make sure we offer a safe environment for you and our faculty. This will include smaller class sizes to manage social distancing and proper cleaning techniques. You will have the advantage of a physical classroom experience but may also need to work part of the time online as we adjust to limited classroom capacity. This will also allow us the flexibility to move online if so directed by federal, state and/or local COVID 19 guidelines. Faculty and staff are preparing now to ensure that you have the best experience in the midst of these uncertain times.

Course Description:

Emphasizes psychomotor skills and clinical reasoning in the performance of nursing procedures related to the concepts of: clinical judgment, comfort, elimination, fluid and electrolytes, nutrition, gas exchange, safety, functional ability, immunity, metabolism, mobility, and tissue integrity. Includes health assessment and medication administration. This course lends itself to a concept-based approach.

Prerequisites and/or Corequisites:

Pre-requisites: Admission to ADN Program
Co-requisites: RNSG 1125, 1128, 1430, and 1161

Course Notes and Instructor Recommendations:

- Students are responsible for materials placed on Brightspace and Evolve by faculty daily.
- Many announcements are also sent out via students' MCC email.
- Due to inter-relationship of nursing courses taught each semester, if a withdrawal from one nursing course is necessary, the student must withdraw from all nursing courses. A student with a failure in a nursing course who is granted re-admission to that semester will take all the courses for that specific semester even if they were successful in one or more courses for that semester previously. Each semester's nursing courses are concurrent courses. At no time may a student take only the theory course(s) or clinical course(s).
- Students are expected to check their MCC email and Brightspace announcements daily for changes and updates.
- Posting of PowerPoint presentations, lecture notes, and other materials are at the discretion of each individual instructor.
- Communication with the student's assigned faculty advisor and/or clinical instructor will occur through MCC email only.
- See ADN Student Handbook posted on Brightspace within the course.

Instructor Information:

Instructor: Angela Mathis, MSN, RN
MCC E-mail: amathis@mclennan.edu
Office Phone Number: 254-299-8405
Office Location: HPN 229
Office/Teacher Conference Hours: See instructor door schedule

Instructor: Samantha Buerger, MSN, RN
MCC E-mail: sbuerger@mclennan.edu
Office Phone Number:
Office Location: HPN 226

Office/Teacher Conference Hours: See instructor door schedule

Required Text & Materials:
Title: Fundamentals of Nursing
Author: B. Yoost & L Crawford
Edition: Second
Publisher: Elsevier, Inc.
ISBN: 9780323508643

MCC Bookstore Website: **http://www.mclennan.edu/bookstore/**

Methods of Teaching and Learning:
 Lecture, review of online videos and other documents, lab exercises, learning assignments,
 student performances/presentations, quizzes, simulations, and/or tutorial software.

Course Objectives and/or Competencies:
1. Apply concepts and principles necessary for the performance of professional nursing skills across the lifespan: Student Learning Outcomes (SLO)s 1,2,3,4,5,6,7
2. Demonstrate competency/clinical reasoning in the performance of selected professional nursing skills: SLO's: 1,2,3,5,6,7
3. Demonstrate a complete head to toe and a focused health assessment.   SLO's: 2,4,5,7
4. Demonstrate safe medication administration: SLO's: 2,4,5,7

 Student Learning Outcomes
 The graduate will be able to:

1. Use clinical reasoning and knowledge based on the nursing program of study, evidence- based practice outcomes, and research-based policies and procedures as the basis for decision-making and comprehensive, safe patient-centered care.
2. Demonstrate skills in using patient care technologies and information systems that support safe nursing practice.
3. Promote safety and quality improvement as an advocate and manager of nursing care.
4. Coordinate, collaborate and communicate with diverse patients, families.
5. Adhere to standards of practice within legal, ethical, and regulatory frameworks of the professional nurse.
6. Demonstrate knowledge of delegation, management, and leadership skills.
7. Demonstrate behavior that reflects the values and ethics of the nursing profession, including a spirit of inquiry.

RNSG 1216: Concepts with exemplars:
PART 1: BASIC SKILLS
1. Immunity & Safety
   A. Handwashing
   B. Personal protective equipment
   C. Cleaning blood spill
2. Thermoregulation
   A. Temperature
   B. Heat therapy
   C. Cold therapy
3. Perfusion & Gas Exchange
   A. Radial Pulse
   B. Respirations
   C. Blood pressure
4. Mobility & Safety
   A. Positioning
   B. Moving/transferring a patient
   C. Applying restraints
   D. Ambulation/ambulatory devices
5. Comfort
   A. Bed bath/personal hygiene
   B. Bedmaking
6. Elimination & Nutrition
   A. Assisting with elimination
   B. Assisting with eating
7. Tissue Integrity
   A. Bandages & binders

PART 2: ADVANCED SKILLS

1. Safety
   A. General culture of safety & National Patient Safety Goals
   B. First Aid
   C. Immunity
      1) Sterile gloves and sterile field
      2) Isolation techniques
      3) Surgical hand scrub
2. Clinical Judgment - Assessment
   A. Head to toe physical assessment
   B. Heart and breath sounds
   C. Locating pulses & apical heart rate

3. Diagnostic tests

        1) Specimen collection
4. Nutrition
   A. Nasogastric tube insertion/irrigation/removal
   B. Tube feedings
5. Elimination
   A. Bowel
        1) Enema
        2) Removing fecal impaction
   B. Urinary
        1) Catheterization
6. Tissue Integrity
   A. Suture and staple removal
   B. Sterile dressing change
   C. Drainage evacuation
   D. Wound Irrigation
7. Medication Safety
   A. Oral and topical
   B. Injections
   C. Intravenous piggyback medications (IVPB)
   D. Intravenous push medications (IVP)
8. Fluids & Electrolytes
   A. Intake and output
   B. Venipuncture
   C. IV initiation and management
9. Gas Exchange
   A. Oxygenation
        1) Pulse oximeter
        2) Oxygen administration
        3) Incentive spirometer
        4) Airways
10. Clinical Judgment
   A. Situational assessment

Course Outline or Schedule:

Due to the nature of skills, unforeseen disruption in planning, and various individual abilities, the student is referred to the course Brightspace as this offers a more fluid arena for minor adjustments.

Course Grading Information:

The student is required to:
1. Individually demonstrate competency in performing all required nursing skills in a laboratory setting.

2. Students will receive the following grade for skills check-off:
    a. Successful on the first attempt: 100
    b. Successful on the second attempt: 75
    c. Unsuccessful on the second attempt: 0; student fails course and will be removed from the program and all co-requisites: RNSG 1125, 1128, 1430, and 1161.
    d. Ten points will be deducted from the skills check off grade if student has not viewed all required content of the module. Required content will be noted in each module in Evolve. For example if student successfully checked off on the first try for Vital sign but did not access all required content, the student would receive an 90% for that skill.
3. Regardless of class average, to be successful in RNSG 1216, **ALL** critical skills must be completed in the first or second attempt.

4. **Skills competencies and quizzes are weighted as follows:**
Skills competencies, quizzes and assignments are weighted as follows:

Seven Critical Skills:

<u>Vital Signs Skill</u>	
Assignment 1a	=3%
Check off	=10%
<u>Complete Physical Assessment Skill</u>	
Assignment 2a	=3%
Check off	=10%
<u>Medication Administration</u>	
Assignment 3a	=3%
P.O. Medication Skill	=10%
Assignment 3b	=3%
IM and Sub Q injections Skill	=10%
<u>Urinary catheter insertion and removal</u>	
Assignment 4a	= 3%
Assignment 4b	= 3%
Check off	= 10%
<u>IV insertion and removal</u>	
Assignment 5a	= 3%
Assignment 5b	= 3%
Check off	= 10%
<u>IV Piggy Back and IV Push</u>	
Assignment 6a	= 3%
Assignment 6b	= 3%
<u>Check off</u>	= 10%
Total Course Grade	=100%

5. Successfully pass the dosage-calculation **math examination** with a 90% average or better (**within 3 scheduled attempts**.) If unsuccessful on 3rd attempt, student will be removed from the program and all co-requisites: RNSG 1125, 1128, 1430, and 1161.

Assignments

See calendar in RNSG 1216 Brightspace for due dates.

Assignments become available on Monday morning as designated in the schedule and are due by the following Sunday at 11:59. Failure to complete the assignment by the due date and time will result in the computer-assigned grade. Student will receive credit for only the questions answered correctly. The student should attempt to access the content of the assigments early to ensure on-time completion.

Skills Guidelines

1. Students will be assigned to a bed group and must remain with their assigned teammates at their assigned beds for skills practices, activities, and peer check-offs.

2. Students will be **individually evaluated and graded** on the following skills:

P.O. Medication	Complete Physical Assessment
Vital Signs	Urinary catheter insertion and removal
IV insertion and removal	IV Piggyback and IV Push
IM and Sub Q injections	

3. Practice is required for **ALL** skills.

   a. Individual practice outside of scheduled skills lab time must be set up with Skills Lab staff by appointment only. Please use instructor email: amathis@mclennan.edu and/or lratliff@mclennan.edu

   b. Students are required to use lab supplies found in their bags for practice in Skills Lab and must exhaust this supply prior to requesting replacement.

   c. Good stewardship of **ALL** supplies is expected, which means some items may require repackaging by the student
   .

4. Students will be limited to a **maximum of two attempts** at any one skill.

   a. The student will receive the following grade for the check-off:

      i. Successful on the first attempt: 100

      ii. Successful on the second attempt: 75

      iii. Unsuccessful on the second attempt: 0; student will be removed from the program and all co-requisites: RNSG 1125, 1128, 1430, and 1161.

   b. The second attempt **may** be evaluated by multiple Level I faculty and/or by video. The student will be deemed satisfactory if the majority of the team agrees.

   c. Students must successfully complete each check-off within **20 minutes**, except for the **physical assessment and urinary catheter**, which must be completed within **30 minutes**. During this time, the student may start over, but must perform the skill satisfactorily during the remaining time.

    d. <u>If a student is called to check-off and states that he/she is not ready, it will be counted as the first attempt.</u>

    e. If a student is not successful with a first check-off, he/she will be required to complete remediation with Skills Lab staff within three business days. When a student completes remediation, the remedial instructor will sign the rubric/quick sheet indicating remediation was completed.

    f. Students must verbalize the steps from the rubric/quick sheet that they are implementing by memory during all check-offs. The student must also verbalize the documentation of the skill performed. (Documentation is NOT counted as part of the skills check-off performance **time**.) The student will either document on paper outside the skills check-off area and submit to the instructor within 20 minutes after completing the skill, or document electronically per the instructor's instruction. The student will be made aware of the documentation method prior to the skill check-off.

    g. If a student is unsuccessful on the first attempt, he/she will have **five business days** to complete the 2nd attempt, unless otherwise approved by Skills Lab faculty.

    h. If the student is unsuccessful on the second attempt, he/she **fails** that skill, and thus, **fails** the skills course. He/she will be removed from the program and all co-requisites RNSG 1125, 1128, 1430, and 1161.

Late Work, Attendance, and Make Up Work Policies:

Skills Lab Entry/Exit

Students are expected to be in Skills Lab, on time. For security reasons, the **doors to the classroom will remain locked from the outside and will remain locked after class starts.** If the student cannot be in the classroom by the time class starts, or if the student must leave the classroom for an emergency, the student will quietly pick up course materials and leave the classroom. Since the doors are locked from the outside, the student will not be able to come back into the class. **The students' cooperation is required and appreciated.** Students will be allowed entry/re-entry into class at break times.

Student Tardiness - Skills Lab

Tardiness and/or failure to notify the appropriate supervisor (Skills Lab faculty) in advance of an absence or expected tardiness will be considered unprofessional. The student is expected to be in Skills Lab prepared to begin assignments at the designated time.

A student not present during the taking of attendance at the beginning of class and arrives PAST the roll taking, will be considered tardy. The first tardy event will result in a Professional Action Plan "warning", unless student has already received a warning for another offense. In this case, the student will receive the Professional Action Plan that will include a written assignment. A second tardy event occurring

within the same semester will result in a second Professional Action Plan with a written assignment and referral to *Insight Resource Center*.

Student Absences – Skills Lab
All absences from Skills Lab (entire day or partial), whether excused or unexcused, requires the student to make up missed hours. This policy aligns with MCC's ADN Student Handbook, *Theory Attendance/Absences* (p. 77). See the Student Handbook for more detailed information.

The makeup assignment(s) will be at the discretion of Skills Lab faculty and will be specifically designed to foster learning of the theory and skill(s) missed, as well as serve to provide a method to make up hours as required by MCC student policy and ADN Program. Absences will be dealt with on a case-by-case basis. For COVID related absences, please refer to the COVID site on mclennan.edu website.

<u>**Student Behavioral Expectations or Conduct Policy:**</u>
<u>Professional Expectations:</u>
   1. Be on time and remain throughout class. Arrive at least 10 minutes early to class.
   2. Be in class every day and ready to learn. Should some unforeseen incident occur preventing your attendance, contact the course leader, Angela Mathis or 254-299-8405.
   3. Be a professional. Maintain a professional attitude and be positive. Maintain classroom civility, which includes respect for other students and for the faculty. Civility is expected in all verbal and electronic interactions with peers, professors, and college administrators.
   4. Know your course expectations. Read the course "Instructor Plan". Check course calendar, the learning management system (Brightspace), Evolve, and MCC email daily.
   5. Collegiality: Be a positive and productive influence in your work/learning environment, communicating and working professionally, safely, and legally.
   6. Know your ethical responsibility to your chosen profession, and the public you will serve.
   7. Collaboration: As a professional, you will collaborate with clients, their families, other professionals in the health career arena. Be civil, and open to new ideas and research that promote the healing environment.
   8. At all times, uniforms and lab coats will be clean, freshly laundered and pressed if needed. Uniforms will be worn when students are engaged in nursing class activities in Skills Lab. Student will wear full uniform except in situations where they are specifically instructed not to do so.
   9. Additional student behavioral expectations are in the ADN Student Handbook.

   Reference:
         Billings, D. M., Halstead, J. A., (2016). Teaching in Nursing: A guide for faculty.
               St. Louis, MO. Elsevier. 14:236.

Student's Unprofessional Behavior – Skills Lab

The Center for Academic Integrity, of which McLennan Community College (MCC) is a member, defines ACADEMIC INTEGRITY as a "commitment, even in the face of adversity, to five fundamental values: **honesty, trust, fairness, respect** and *responsibility*. *Responsibility* is defined as the adherence to policies/procedures and guidelines.

A first violation of *Student Behavioral Expectations or Conduct Policy* will result in the student receiving a written *Professional Action Warning,* which will not require a written assignment. A second violation of *Student Behavioral Expectations or Conduct Policy* will result in a written *Professional Action Plan,* which will include a written assignment.

Student Behavioral Expectations or Conduct Policy Violations:

Gum or hard candy	Cell phone use or ringing in class
Tattoo exposure	Hair not neatly arranged and falling in face
Nose/tongue pendent	More than one earring in a single ear

Incivility to peer or faculty
No uniform/badge which includes mask
Communication (improper or lack of verbal, nonverbal, written)
Tardy (covered under Late Work, Attendance, and Make-Up Work Policies)

The student is expected to correct the behavior immediately.

1. **Students will be prepared and have all necessary equipment when attending Skills Lab. If a student does not have all equipment, then student is not prepared and will be given a Professional Action Warning for the first occurrence**. This includes a face mask and name badge.
2. **Notification of absence:** If a student is going to be absent for any reason, Notification of absence must be made **at least 30 minutes** prior to the start of Skills Lab through email. amathis@mclennan.edu
3. Students must complete the daily self-assessment before coming to campus.
4. Any COVID symptoms or exposures to must be reported through the MCC self-reporting form and students must be cleared before returning to campus.
5. Covid-19 – Any absences due to COVID-19 will be addressed on a case by case basis. Any COVID symptoms or exposures need to be reported through the MCC portal.

* Click Here for the MCC Academic Integrity Statement
(**www.mclennan.edu/academic-integrity**)
The link above will provide you with information about academic integrity, dishonesty, and cheating.

* [Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)
(https://www.mclennan.edu/highlander-guide/policies.html)
Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

* You will need to access each link separately through your Web browser (for example: Mozilla Firefox, Chrome, Microsoft Edge or Safari) to print each link's information.

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ACADEMIC RESOURCES/POLICIES

Student Support/Resources:
MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at http://www.mclennan.edu/campus-resource-guide/

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a success coach by calling (254) 299-8226. Students can visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a success coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:
Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html to find out more about the emergency grant. The application can be found at https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

Minimum Technical Skills:
Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:
In the event MCC's technology systems are down, you will be contacted/notified through your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

* Click Here for the Minimum System Requirements to Utilize MCC's D2L|Brightspace (https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html)
Click on the link above for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Email Policy:
McLennan Community College would like to remind you of the policy
(http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf) regarding college
email. All students, faculty, and staff are encouraged to use their McLennan email addresses
when conducting college business.

A student's McLennan email address is the preferred email address that college employees
should use for official college information or business. Students are expected to read and, if
needed, respond in a timely manner to college emails.

Instructional Uses of Email:
Faculty members can determine classroom use of email or electronic communications. Faculty
should expect and encourage students to check the college email on a regular basis. Faculty
should inform students in the course syllabus if another communication method is to be used
and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with her/his students, it should be
reflected in the course syllabus and information should be provided for the preferred form of
communication.

Email on Mobile Devices:
The College recommends that you set up your mobile device to receive McLennan emails.

Forwarding Emails:
You may forward the emails that come to your McLennan address to alternate email addresses;
however, the College will not be held responsible for emails forwarded to an alternate address
that may become lost or placed in junk or spam filters.

Accommodations/ADA Statement
Any student who is a qualified individual with a disability may request reasonable
accommodations to assist with providing equal access to educational opportunities. Students
should contact the Accommodations Coordinator as soon as possible to provide documentation
and make necessary arrangements. Once that process is completed, appropriate verification
will be provided to the student and instructor. Please note that instructors are not required to
provide classroom accommodations to students until appropriate verification has been provided
by the Accommodations Coordinator. Instructors should not provide accommodations unless
approved by the Accommodations Coordinator. For additional information, please visit
mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical,
classroom, or testing accommodations should contact:
　　　disabilities@mclennan.edu
　　　254-299-8122
　　　Room 319, Student Services Center

* Click Here for more information about Title IX
(www.mclennan.edu/titleix)
We care about your safety, and value an environment where students and instructors can
successfully teach and learn together. If you or someone you know experiences unwelcomed
behavior, we are here to help. Individuals who would like to report an incident of sexual
misconduct are encouraged to immediately contact the Title IX Coordinator at

titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Equity & Inclusion/Title IX) at 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC by calling 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting the following website: http://www.lighthouse-services.com/mclennan/.

McLennan's Title IX webpage (http://www.mclennan.edu/titleix/) contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

*   *You will need to access each link separately through your web browser (for example Mozilla Firefox, Chrome, Microsoft Edge, or Safari) to print each link's information.*