MCLENNAN COMMUNITY COLLEGE

WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN
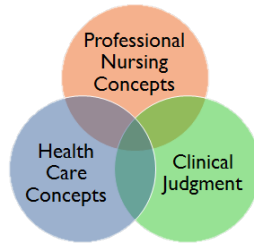
Texas Concept-Based Curriculum

McLennan Community College

ADN Program

CLINICAL II

RNSG 2362.01

INSTRUCTOR NAMES

T. Rutherford, Dr. A. Winslow, T. Martin

NOTE: This is a 16-week course.

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. Nursing process is utilized to provide patient care.

Prerequisites and/or Corequisites:
Prerequisites
RNSG 1216; RNSG 1128; RNSG 1430

Corequisites
RNSG 1533; RNSG 1126; previously taken or currently enrolled in BIOL 2420

Course Notes and Instructor Recommendations:
All policies in the MCC Highlander Guide and the ADN Student Handbook are to be followed at all times. A current flu vaccine, up to date TB testing, current healthcare insurance, and AHA healthcare provider CPR MUST be current to participate in clinical activities. Results must be submitted via the online documentation system COMPLIO. **COMPLIO must show that a student is in compliance in order to attend any clinical activity.**

Instructor Information:
Instructor Name: Tamara Rutherford MSN, RN
MCC E-mail: trutherford@mclennan.edu
Office Phone Number: 254-299-8479
Office Location: HPN 119
Office/Teacher Conference Hours: Wednesday 0800-0900, 1300-1500
                                                        Thursday 0800-0900, 1100-1200

Instructor Name: Amy Winslow, DNP, RN, C-PNP
MCC E-mail: awinslow@mclennan.edu
Office Phone Number: 254-299-8395
Office Location: HPN 109
Office /Teacher Conference Hours: Wednesday 0800-0900
                                                        Thursday 0800-0900, 1100-1400

Instructor Name: Tim Martin, MSN, RN, CEN
MCC E-mail: tbmartin@mclennan.edu
Office Phone Number: 254-299-8353
Office Location: HPN 122
Office /Teacher Conference Hours: Wednesday 0800-0900, 1300-1600   Thursday 0800-0900

Required Text & Materials:
Check your passwords and make sure you can log in to all required websites and apps. If you cannot sign in then check with the appropriate technical support. It is the student's responsibility to maintain current user ID's and passwords once provided to them.

https://evolve.elsevier.com/

https://www.bon.texas.gov/laws_and_rules_nursing_practice_act.asp.html

Saunders Nursing Drug Handbook (Hardcopy)

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

Methods of Teaching and Learning:
A variety of settings will be utilized, including the acute care clinical setting, observational experiences, and simulation lab. This course builds on competencies learned in RNSG 1161 – Clinical I. Specific learning objectives guide the student's integrated clinical experiences, focusing on application of concepts and skills learned in RNSG 1126 and RNSG 1533. Clinical rotations through various setting, including acute care, give the students an opportunity to provide patient-centered care to clients of varying ages with complex health care needs.

Course Objectives and/or Competencies:
By the end of this course, the student will be able to:

1. Apply knowledge of selected concepts to a variety of clinical situations (SLO #1).
2. Utilize clinical reasoning and knowledge based on the nursing program of study to date, evidence-based practice outcomes, and research-based policies and procedures as the basis for decision making and comprehensive, safe patient-centered care for up to three clients in an acute care setting (SLO #1).
3. Utilize a systematic process to develop detailed concept maps to provide patient-centered care to diverse patients across the life span (including teaching, referrals, etc.) (SLO #1).
4. Demonstrate skills in using patient care technologies and information systems that support safe nursing practice (SLO #2).
5. Promote safety and basic quality improvement as an advocate and manager of nursing care (SLO #3).
6. Demonstrate beginning coordination, collaboration, and communication skills with diverse patients, families and the interdisciplinary team to plan, deliver, and evaluate care that promotes quality of life (SLO #4).
7. Adhere to standards of practice within legal, ethical, and regulatory frameworks of the professional nurse (SLO #5).

8. Demonstrate beginning knowledge of delegation, management and leadership skills (SLO #6).
9. Demonstrate behavior that reflects the values and ethics of the nursing profession, including spirit of inquiry (SLO #7).

*Student Learning Outcomes (SLOs) can be found in the ADN Student Handbook (pg. 18).

Course Attendance/Participation Guidelines:

If a student is not in attendance in accordance with the policies/guidelines of the class as outlined in the course syllabus as of the course census date, faculty are required to drop students from their class roster prior to certifying the respective class roster. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date.

Clinical Attendance Policy
(Includes on-campus clinical, off-campus clinical, clinical simulation, skills lab counted as clinical hours, and other assignments)

Tracking Hours: The student is expected to arrive and be ready to start at the scheduled time for all clinical experiences. Time in the clinical setting is tracked using the web-based system, e*Value. The student is expected to clock-in to patient care, observational, and clinical simulation experiences using e*Value. Students must clock in on a designated computer at the facility. IP addresses are tracked and cell phones may only be used for time tracking in the presence of clinical faculty and with explicit permission. Hours tracked using a mobile or any device other than a facility-owned computer will not be credited and will count as hours missed (see the total allowable hours below). All clinical absence policies apply.

E*Value Expectations: Students will treat e*Value as if it were the time clock for their paid workplace and ensure that they clock in and out appropriately for all shifts. They will also complete all necessary tasks in e*Value (skills check-offs, evaluations, etc.) within the expected time frame. Students who need to have edits made to their punches in e*Value will have to schedule an in-person appointment with Dr. Blackwood, program director; no edits will be performed through emails, calls, notes, or unscheduled meetings.

Tardies: Students must report to clinical on time. In extenuating circumstances, a student may be no more than 7-minutes late to an assigned clinical experience and remain on site. Arrival to clinical 8 minutes after start time will result in being sent home and the hours must be made up if eligible. If being sent home due to being more than 7 minutes late results in excessive absences,

the student will be required to withdraw from all courses. A progressive response to each tardy will follow:

      1.   The 1st tardy (1-7 minutes late) will result in a Plan for Success for the student.

      2.   The 2nd tardy (1-7 minutes late) will result in a Faculty Required Enhancement (FRE) for the student.

      3.   The 3rd tardy (1-7 minutes late) will result in a failure to meet the requirements of an FRE and will require withdrawal from all nursing courses for the semester.

Absences: All missed clinical hours must be made up. The student will complete the required level clinical paperwork at each clinical makeup.

      In Level 1, a student cannot miss more than 8 hours.

      In Level 2, a student cannot miss more than 20 hours.

      In Level 3, a student cannot miss more than 20 hours.

      In Level 4, a student must make up any time missed.

In the LVN to ADN Transition track, a student cannot miss more than 12 hours.

The missed clinical hours must be made up as assigned by the clinical coordinator, who will contact the student prior to the assigned makeup day; students may not "choose" which day to make up their missed hours on. Any hours exceeding stated hours for missed clinical time will result in the student being withdrawn from the clinical course and also the concurrent nursing courses. Failure to fulfill all clinical hours, including assigned makeup day, by the end of the clinical portion of the academic term will result in a grade of "NC" for the clinical course. A student who has a clinical withdrawal from missing excessive clinical may apply for readmission, if eligible for readmission.

Clinical Changes

Students cannot change their home unit clinical days. However, they can change their observational experience days if they find another student to make an equivalent change. The request will be completed by filing an Observation Experience Change Request form and submitting to their advisor for approval.

If a student misses an assigned clinical day, the student is to notify the clinical instructor ***prior to the beginning of the clinical shift by email***. Failure to do so will result in a no call no show absence and an FRE. **All missed clinical time must be made up on the two designated make up days during the semester or as assigned by the clinical coordinator. If the student does not make up the allowed 20 hours of clinical absence as needed during the semester, the student will receive a failure for the course.**

Click Here for the MCC Attendance/Absences Policy
(https://www.mclennan.edu/highlander-guide/policies.html), superceded by above policies

Course Outline or Schedule:

This course consists of 192 clinical hours. All assignments are to be submitted/completed via Brightspace and may be typed or written (then scanned) into Brightspace unless otherwise specified. If assignments are emailed or texted to the clinical instructor, they will not be accepted.

Activity	Includes	Hours
Hands-on	**Home Unit Clinical Setting** Provide patient-centered care for one to two patients in an acute care unit and assignments on a weekly basis.	56
	Pediatric Experience Provide patient-centered care for patients in the pediatric, neonatal intensive care and emergency department over the course of 3 weeks.	30
	Observation Experiences Observe (NOT PARTICIPATE) in patient care while completing objectives.	24
	Special Assignments • On Campus Clinical o Clinical Orientation 1/8/2024 0900-1200 o Hospital Orientation 1/8/2024 1300-1600 o Orientation 1/9/2024 0900-1100 o Clinical Project 4/19/2024 0830-1230	12
Simulation	**Simulation Lab** Performance in simulation lab in conjunction with assigned activities. (High fidelity w orientation, learning objectives, simulation experiences, by trained faculty. Followed by debriefing and student evaluation.) Scenarios: (5 x 12 hours each) Focused assessement Metabolism Perfusion/CHF Elimination and Comfort Clinical Judgment: Priority	60
Skills	o Skills Review 01/09/2024 1200-1600 o Dosage Calc/Skills 01/11/2024 1200-1300	5

Computer	(Student assignments w learning objectives) Activities: attach list or calendar of activity hours/student o Practice HESI 4/5/2024 Self-study	5
Total		192

Course Grading Information:
The student will receive credit (CR) or non-completion (NC) for their final clinical grade in Web Advisor. The student must also pass RNSG 1126, 1533, and 2362 concurrently in order for the student to progress to the Level III courses.

Dosage Calculation Exam
Students must make a 90% or better on the dosage calculation exam. Students will not be allowed to administer medications until they have passed the dosage calculation exam. If a student does not make a 90% or better, they must complete a remediation activity. Once this is completed, the student will then have a second opportunity to take an equivalent dosage calculation exam. If the score is less than 90% on the second dosage calculation exam, the student must complete additional remediation. Once remediation is completed, the student will then have a third opportunity to take an equivalent dosage calculation exam. If a 90% or better is not achieved on the third dosage calculation exam, the student will fail the course and will be withdrawn from the program. For more information, please see the ADN Student Handbook.

Skills
The Critical Requirements document will be updated in eValue as skills are completed; the paper copy should be kept with the student at all times. Remediation of skills may be scheduled and completed in the Skills Lab at any time during the semester at the student's request or faculty requirement.

Individual assignments
Grading will be given credit (CR) or non-completion (NC) and must be completed in order to receive credit (CR) for the course. All clinical paperwork, reflections, and off-site documentation will be scored as it is turned in and an average of 75% must be achieved in order to receive a grade of (CR) for the clinical course.

Mid-Term and Final Evaluations
Will be completed using the Clinical Evaluation Tool (CET) by the clinical instructor and the student in eValue. Self-evaluation will be completed by the student at the beginning of the semester.
- **Outstanding Performance**
  - **Pat on the Back**
    This form is completed when the student exhibits outstanding or above expected performance in the clinical area.

- **Unsatisfactory Performance**
  If a student is not performing at the expected level at any time during the semester (examples include, but are not limited to: unprofessional behavior towards instructor or other, violation of patient confidentiality, putting the patient at risk or causing injury to a patient, leaving clinical are without reporting to the clinical instructor, and/or being tardy for the clinical day), the following will be completed:
  - **Plan of Success**
    This plan is a collaborative effort between the student and the clinical instructor. The plan is developed, written, and carried out by the student when clinical performance is below the expected level of competency, as identified by the clinical instructor. The clinical instructor will guide the student in developing the plan, provide guidance, and provide assistance to the student in reaching the identified goal.
  - **Faculty Required Enhancements (FRE)**
    This is a performance improvement plan developed and written by the clinical instructor, when a student has been unable to achieve the expected level of competence through the plan(s) for success.

Withdrawal Information
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. Please refer to the MCC Highlander Guide for withdrawal policy.

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 semesters' nursing courses are concurrent courses. At no time may a student take only the theory course(s) or clinical course (s).

<u>**Clinical Simulation**</u>

1. The clinical simulation day will consist of the following:

  - Pre-work is 2 hours of the clinical day.
  - Simulation, which includes pre-briefing, simulation, and debriefing,

    - 4 hours in Level 1
    - 8 hours in Levels 2-4

  - Post work: is worth 2 hours of the clinical day.

2. Students will attend clinical simulation as assigned on their clinical schedule.
3. Students will clock in using E-value. For simulation, the course will be your current clinical course. The site will be HP Clinical Nursing Simulation Center – Clinical Simulation. The instructor will be Tiffanie Elbrecht. Any time edits will be done by scheduling an appointment

with Dr. Blackwood.

4. If a student is tardy or absent as defined by the ADN student handbook, a plan for success or Faculty Required Enhancement (FRE) will be completed as stated in the clinical attendance policy.

5. Clinical Simulation makeup will be completed as assigned. Any clinical hours missed must be made up.

6. Students are expected to maintain academic integrity on all assignments as defined in the highlander guide. Students may work together but must submit their own work.

7. All assigned simulation work must be completed as assigned; if work is not completed or submitted on time, the student will not receive credit. Pre-work is due by 2359 the day before the assigned simulation.

8. During sim and post simulation, work is due by 2359 the day of the simulation.

1. If the assigned work is an Evolve/HESI case studies and/or patient reviews must be completed with a minimum score of 80%. If a minimum score of 80% is not achieved, no hours will be earned.

2. Students will be prepared and have all the necessary equipment when attending the simulation as outlined in the clinical dress code. If a student does not have all the equipment they will not receive credit for the simulation time.

3. If a student is going to be absent for any reason, notification of absence must be made prior to the start of the simulation through e-mail to Tiffanie Elbrecht: telbrecht@mclennan.edu

Late Work and Make Up Work Policies:

All clinical assignments must be completed in order to receive credit (CR) for the course. Late work will result in the student filling out a Plan of Success form and a loss of 10% of the grade per day the work is late. Please refer to the student handbook to review the late work policy.

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity.

Students are responsible for materials placed on Blackboard website (not the app). Students **are expected to check Brightspace regularly for announcements/postings**. Many announcements are also sent out per students' MCC email. Students are expected to check their MCC email, as well as Brightspace for announcements.

Communication with the advisor and other faculty members must be done in a professional manner. The clinical instructor should be contacted by email prior to any tardy or absence. **Emails may be sent at any time, but will only be responded to Monday thru Friday 8 am to 5 pm.**

No form of photography, including cellular telephone cameras, may be used in the learning environment.

Electronic devices must be used for course and class work only while in any learning setting. Students who are found to be using social media sites, offensive sites, etc. while in class will be asked turn the device off, and may be asked to leave the learning environment.

Professional expectations

"Becoming a professional is not simply a matter of possessing a degree. Becoming a professional is agreeing to a set of standards of behavior now, as a student, that models the behavior that will be expected of you once you complete your professional program.

1. Be on time. Arrive 10 minutes before your expected time and be prepared to begin class or laboratory. Leave with plenty of time in case you encounter delays.

2. Be present every day! Your instructor has created specific lesson plans with the expectation that you will be present every class day. On what should be a rare occasion, it is imperative that if you are unable to keep your commitment, you contact your instructor as soon as possible. Ask the instructor about the best way to communicate with them. Write down his or her email or phone number and have it with you at all times.

3. Be professional! Maintain a professional attitude and be positive! You never get a second chance to make a first impression.

4. Know what is expected of you every day. Read your syllabus. Note all course obligations on your calendar and check your calendar daily.

5. Leave your cell phone off and out of sight. Focus on being present in the class and with your work.

6. Collegiality. Now, as a student, and in the future, as a professional, you will interact with and work extensively with your peers and colleagues. Work to be a positive influence and a productive colleague to your peers. Demonstrate value and appreciation for all others by treating them respectfully.

7. Ethics. As a student, learn and reflect on the ethical expectations of the profession and begin reflecting on your current daily decisions within an ethical context. Realize that the decisions and

choices you make every day build on your ability to make decisions and actions on behalf of others you will be responsible for in the future.

8. Collaboration. As a professional you will collaborate with patients, family members, and other professional colleagues in providing care. As a student today you will be expected to collaborate in a positive, civil, and mutually beneficial way that will build your skills and understanding of working with groups of people to achieve a common goal."

9. Additional student behavioral expectations are in the ADN Student Handbook.

Reference:

Bilings, D. M., EdD, RN, ANEF, FAAN, Halstead, J. A., EdD, RN, ANEF, FAAN. (2020). *Teaching in nursing: A guide for faculty (6th.ed).* St. Louis, MO. Elsevier. Pp. 275-6.

McLENNAN COMMUNITY COLLEGE

ACADEMIC RESOURCES/POLICIES

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. For additional information, please visit www.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

Title IX:
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. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student may report sexual harassment anonymously by visiting http://www.lighthouse-services.com/mclennan/

Additionally, Title IX provides rights and protections for pregnant and newly parenting students. Go to McLennan's Title IX webpage at www.mclennan.edu/titleix/. It 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.

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/

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom. You can contact the Academic Support and Tutoring team via Zoom or email (ast@mclennan.edu) by going to our website (https://www.mclennan.edu/academic-support-and-tutoring/)

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 either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing crew@mclennan.edu or a Success Coach by calling (254) 299-8226 or emailing success@mclennan.edu.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to https://calendly.com/paulannespantry-mcc/15min.

The CREW, Success Coaches, and Paulanne's Pantry are all located on the second floor of the Student Services building in Success Coaching Services.

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

MCC Academic Integrity Statement:
Please view our Academic integrity statement for more information about academic
integrity, dishonesty, and cheating. The unauthorized use of artificial intelligence (AI) for
classwork can be a violation of the College's General Conduct Policy. Whether AI is
authorized in a course and the parameters in which AI can be used in a course will be
outlined by each instructor.

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

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 notified via 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.

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. For more
information about your student email account, go to www.mclennan.edu/studentemail.

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 their 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. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- Email Setup for iPhones and iPads
- Email Setup for Androids

Forwarding Emails:

You may forward 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 be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to MCC's Tech Support or email helpdesk@mclennan.edu.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.