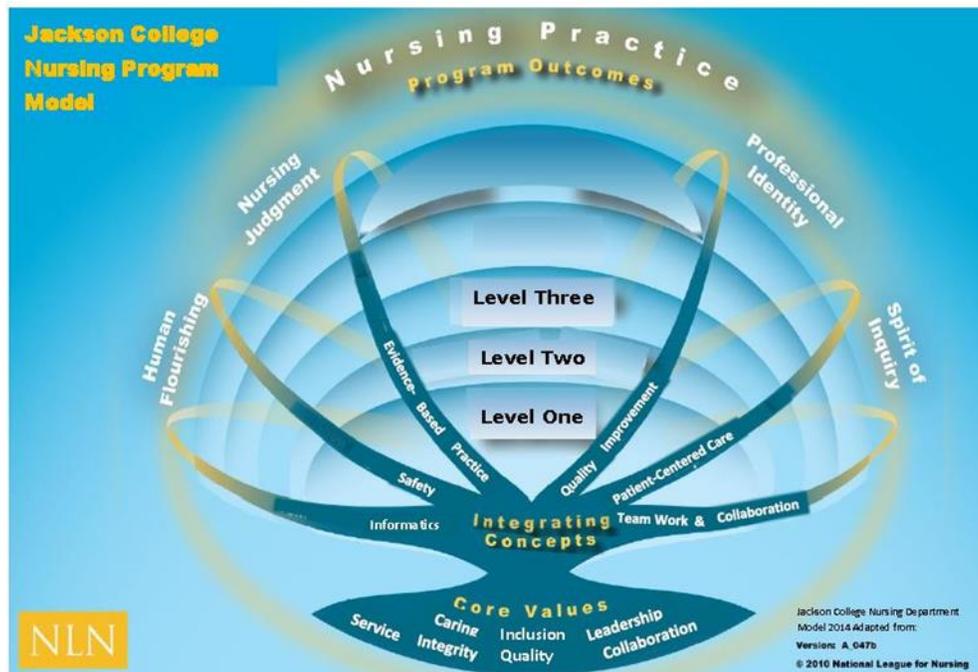


JACKSON COLLEGE
CERTIFICATE - PRACTICAL NURSING PROGRAM

PNC 110 - FOUNDATIONS OF PRACTICAL NURSING
COURSE SYLLABUS & LEARNING OBJECTIVES

Winter - 2019



Based upon NLN Education Competencies Model / Nursing Program Model Aligned with Core Values of Jackson College

Instructor
Roxanne J. Meyers MSN, RN

**JACKSON COLLEGE
PNC 110 COURSE SYLLABUS
Winter/Spring 2019**

COURSE NUMBER: PNC 110

COURSE TITLE: Foundations of Practical Nursing

DEPARTMENT: Nursing

PROGRAM: Practical Nursing

CREDITS: 5 Credits

CONTACT HOURS: 60 hours theory
4 Billing Contact Hours
45 hours clinical (to *include simulation and community experience*)
1 hour clinical orientation

COURSE FACULTY: Roxanne Meyers MSN, RN
meyersroxannej@jccmi.edu
239 Justin Whiting Hall
517.796.8551

OFFICE HOURS: Posted to Jet Net course and office door, JW 239

COURSE DESCRIPTION:

Students are introduced to the nursing process and their role as care giver. Maslow's Hierarchy of needs is explored along with nursing skills that meet basic physiologic and safety needs. Clinical experience provides the student an opportunity to demonstrate initial application of nursing judgement and professional identity in a highly structured, supervised setting.

PNC 111 Curriculum Outcomes

Program Learning Outcome	Level Learning Outcome	Student Learning Outcome
<p>Upon successful completion of the program, the graduate will:</p> <p>Human Flourishing: Advocate for culturally diverse clients, families, significant others, and members of the healthcare team in ways that promote self-determination, integrity, and ongoing growth as human beings to reach their maximum potential in various healthcare environments throughout the lifespan.</p> <p>Nursing Judgement: a. Make judgments in practice, substantiated with evidence, that integrate nursing science into the provision of safe and quality care that promotes the health of clients throughout the lifespan. b. Demonstrate competency in nursing health care technology and informatics to communicate, manage knowledge, mitigate error, and support organizational reimbursement.</p> <p>Professional Identity: Implement one’s role as a nurse in ways that reflect integrity, responsibility, legal and ethical practices, and an evolving identity as a nurse committed to evidence-based practice, caring, advocacy and safe quality care for culturally diverse clients throughout the lifespan.</p> <p>Spirit of Inquiry: Evaluate evidence that underlies clinical nursing practice to challenge the status quo, question underlying assumptions, and offer new insights to improve the quality of care for clients throughout the lifespan.</p>	<p>Upon successful completion of the level, the student will:</p> <p>Human Flourishing: Recognize the importance of Individualized care that promotes human dignity, integrity, self-determination and personal growth of culturally diverse clients, oneself, and members of the health care team.</p> <p>Nursing Judgement: Demonstrate the role of the Practical Nurse in providing geriatric client centered care utilizing Maslow’s Hierarchy of Needs and the nursing process to develop a fundamental understanding of the art and science of nursing</p> <p>Professional Identity: Demonstrates the role of the Practical Nurse according to defined legal and ethical standards at a fundamental level and identify the need for lifelong learning.</p> <p>Spirit of Inquiry: Describe evidence based practice in nursing including the rationale for its use.</p>	<p>Upon successful completion of the course, the student will:</p> <p>Human Flourishing: Perform nursing skills in a manner that is culturally responsive and promotes self-determination, integrity, and ongoing growth towards ones maximum potential.</p> <p>Nursing Judgement: Demonstrate the knowledge, skills, and attitudes in the development of clinical reasoning necessary to perform psychomotor skills safely and efficiently within the context of the established plan of care.</p> <p>Professional Identity: Demonstrate professional behavior, interpersonal skills, legal and ethical responsibilities necessary to function as a licensed practical nurse, and member of the healthcare team.</p> <p>Spirit of Inquiry: Utilize the nursing process and evidence based nursing research to validate nursing actions to perform skills safely.</p>

Student Learning Outcomes	Behavioral Competencies
<p>Upon successful completion of the course, the student will:</p> <p>Human Flourishing: Perform nursing skills in a manner that is culturally responsive and promotes self-determination, integrity, and ongoing growth towards ones maximum potential.</p> <p>Nursing Judgement:</p> <ul style="list-style-type: none"> • Demonstrate the knowledge, skills, and attitudes in the development of clinical reasoning necessary to perform psychomotor skills safely and efficiently within the context of the established plan of care. <p>Professional Identity: Demonstrate professional behavior, interpersonal skills, legal and ethical responsibilities necessary to function as a licensed practical nurse, and member of the healthcare team.</p> <p>Spirit of Inquiry: Utilize the nursing process and evidence based nursing research to validate nursing actions to perform skills safely.</p>	<ul style="list-style-type: none"> • Implement nursing skills according to the plan of care in a value neutral and culturally responsive manner. • Perform nursing skills while treating the client with compassion, dignity, and respect. • Demonstrate basic nursing skills efficiently while maintaining infection control and physical and psychological safety in the structured, simulated laboratory. • Utilize clinical reasoning and prioritization while executing nursing skills. • Utilized professional communication techniques in verbal, written, and electronic formats. • Identify the professional, legal and ethical standards of nursing practice when providing care for clients. • Identify the role of the licensed practical nurse as a member of the healthcare team when providing care to clients. • Use best current evidence coupled with skill competence to make practice decisions.

STUDENT RESPONSIBILITIES:

A. COURSE REQUIREMENTS

1. Attendance in class is not required, but is **HIGHLY** recommended. If a student must be absent, it is the student's responsibility to obtain all lecture notes and other information shared in class via Jet net or another student, PRIOR to returning to the class.
2. **Students must be present in class to participate in and receive credit for group work and quizzes (if applicable).**
3. Students are responsible for finding out the meaning of any unfamiliar words or terms encountered in the readings, classroom, or clinical area.
4. Reading assignments should be read for understanding before coming to the class for which they are assigned. Students are encouraged to complete outlines in course pack prior to class, and bring questions to class. Some questions, however, will be best answered following due to limited time.

5. Students are expected to maintain professional conduct at all times in the classroom, and be courteous of others in the classroom. Students who talk and disrupt the class inappropriately will be asked to leave the room. Faculty expects students to be kind to one another and to faculty at all times, and faculty will reciprocate.

6. **All written work should be neatly done** using proper grammar, spelling, punctuation, and sentence structure. Written work with three or more spelling errors or grammatical errors will be unsatisfactory. It is the expectation that any “handouts” provided in class by the instructor or posted to Jet Net be printed out and completed in the format it was provided. Assignments completed on notebook paper will not be acceptable. Assignments may also be submitted electronically.

7. **Students are responsible for previously learned material.**

8. You should contact your instructor as needed for clarification or questions. I want this experience to go well for you. Please e-mail your instructor when needed, utilizing the course email system, meyersroxannej@jccmi.edu. Email messages will be returned within 24 hours if possible. I am off-line on Sundays. If you cannot reach me via e-mail, you may call my office at 517-796-8551. Please e-mail before calling the office, as e-mail is the best way to contact me. **It is the student’s responsibility, and a requirement to use the Jackson College e-mail student for any e-mail communication. E-mails from personal e-mail accounts will not be acknowledged.**

USE OF ELECTRONIC DEVICES IN CLASS

While the nursing faculty recognizes that communication with family and friends is important, the use of cell phones and beepers in class is very distracting to other students and to your instructor. Please keep all electronic devices on either vibrate or silent during class. If you are experiencing a family emergency and must keep a cell phone on, please notify your instructor. We appreciate your cooperation in providing an environment conducive to learning for all students. **Students must have instructor permission** to record lecture with a voice recorder. Video recording and/ or photography with a mobile device is not permitted.

9. Nursing Department Academic Honesty Policy

Honesty and integrity are essential qualities in the profession of nursing. Any student found to be cheating on an exam, quiz, or other assessment will receive a maximum grade of 1.5 in the course. Lack of integrity in the classroom or clinical setting may result in failing a course or removal from the program.

Cheating can take on many forms. These may include but are not limited to:

- Bringing an answer source to the testing site.
- Copying from another student’s test.
- Changing an answer after a test has been submitted.
- Sharing information about a test with someone who has not yet taken it.
- electronic transmission

Plagiarism is another form of cheating. This may involve but is not limited to:

- Submitting a paper written by someone else (obtained from the web or a fellow student).
- Using direct quotes from any source without crediting the source.

Additional areas of concern specific to nursing include but are not limited to:

- Covering up or not reporting a clinical error.
- Charting something that was not done.
- Altering any legal documentation.

Not everything is cheating. Some examples of acceptable practices include:

- Studying together prior to an exam.
- Sharing notes from class.
- Using quotes in papers and referencing them appropriately.

If you are unsure if a practice might be considered cheating, please check with an instructor and/or do not engage in that practice. Please remember that failing a course may mean permanent dismissal from the program.

THE BEST POLICY IS ALWAYS HONESTY AND INTEGRITY!

B. COMMUNITY EXPERIENCE

1. Attendance in two (2) hours of community experience is required.
2. This community experience will be in addition to the classroom and clinical meetings.
3. Various opportunities will be scheduled by faculty. You will be given a number of dates and times to select from sometime during the first few weeks of class.

C. CLINICAL REQUIREMENTS

1. Attendance in clinical is required and very important. In the event that a student must miss a clinical experience the following guidelines will be enforced:

a. The student must inform the clinical instructor as soon as possible regarding the absence. Failure to inform the clinical instructor of an absence in a timely fashion will be viewed as unprofessional behavior.

b. All missed clinical hours must be made up. *Please refer to the attendance policy in the Nursing Handbook.* Clinical make-up days are usually scheduled approximately every 5 weeks, are held on Saturdays and generally run from 0630 to 1330. It is the **student's responsibility** to make arrangements for clinical make-up with the Nursing Department Chair.

c. IF GREATER THAN 20% OF THE CLINICAL HOURS ARE MISSED, EVEN THOUGH MAKE-UP WORK HAS BEEN DONE, an unsatisfactory will be received for clinical which leads to a 1.5 as an overall PNC 110 course grade.

d. Students who earn less than 2.0 (78%) for the first level nursing course, Foundations of Practical Nursing (PNC 110) will be dismissed from the program without a readmission option.

See Nursing Handbook for Readmission Policy pg. 44.

2. The use of cell phones, text messaging, instant messaging, and/or pagers is **prohibited during clinical hours**. If there is a family emergency, the student may be contacted through the facility operator. It is the responsibility of the student to inform the instructor of any possibly emergency that may occur. If a student is found to have a cell phone in their possession, he or she will be asked to leave the clinical unit, and a make up clinical day will be required. Refer to the clinical make up policy in the Nursing Student Handbook, pg.25
3. Smoking or use of other tobacco products will not be permitted at any time or place during a student's clinical rotation, regardless of the setting. Students who present to the clinical setting smelling of smoke will be sent home and will receive a performance notice. Being sent home will be treated as a clinical

absence. Smoking cessation services are available to the student free of charge through the Allegiance Tobacco Services. Students may contact the Tobacco Treatment Coordinator by calling 517-788-4707.

4. The PN student contributes to the Nursing Care Plan by gathering data and collaborating with other health care professionals.

For the purpose of this course, this data gathering process will be based on two major components:

- a. Maslow's Hierarchy of Needs: Basic Physiologic Needs, Safety, Love, and Belonging, and Self-esteem
- b. Subjective/Objective Data: Pathophysiology, and Medications

5. The practical nursing student contributes to the Nursing Plan of Care by following the nursing process.
6. Clinical Performance Guide / Clinical Evaluation Tool

The combination Clinical Performance Guide (CPG) presents all clinical objectives as identified in the clinical evaluation tool in addition to detailing skills and abilities that will further assist the individual student to satisfactorily meet clinical objectives, actively engage in his/her own self-assessment, demonstrate accountability for learning and promote self-growth. The student's weekly recording in the CPG provides both faculty and the student with a method regardless of the clinical setting and/or patient census so as to consistently monitor student's experience and his/her progression toward meeting clinical objectives. The individual student and faculty will jointly review the student's self-assessment and progress as noted in the CPG in the faculty's evaluation of the student's satisfactory attainment of clinical objectives. Satisfactory (S), Unsatisfactory (U), Not applicable or not available (NA), with detailing comments will be used as grading criteria. Those assessed areas of suggested growth will be addressed weekly in the comment section of the CPG.

If the clinical objectives are not met, the clinical grade will be unsatisfactory and the course grade will be a failure (1.5).

7. SIMULATIONS

Students are **REQUIRED** to participate in simulation (low and high fidelity) as scheduled throughout the semester. Students will come to the simulation experience prepared as he/she would for an actual clinical day and as directed by instructors.

Grading for simulation will be the following:

Low-Fidelity: This experience is **required prior to the start of clinical**. Students must earn a satisfactory grade (18/22 points) to advance to the clinical setting. In the event the student is unsuccessful he/or she is allowed an additional attempt, maximum of 2 attempts. **If a 78% is not met in the laboratory grade, the student may not progress to the clinical setting.**

High-Fidelity: This experience is not graded, however, **ATTENDANCE AND PARTICIPATION IS REQUIRED.**

INSTRUCTIONAL METHODS:

Collaborative/Group work	Interactive videos	Handouts
Lecture	Assigned Readings	
Discussion	DVD/ VIDEO	Mannequins

PNC 110 TEXTBOOKS REQUIRED:

Burton, M.A., & Smith, D. (2019). Fundamentals of nursing care: Concepts, connections, and skills. (3rd Ed.). Philadelphia: F.A. Davis
(ISBN-13: 978-0-8036-3974-4)

**** An E-Text book is available for this required text. Go to www.FADavis.com, click on the “Chegg” Icon below where it says “Available E-books”. This will take you to the chegg website where you can purchase or rent an e- text book.**

Burton, M.A., & Smith, D. (2019). Study guide for fundamentals of nursing care: concepts, connections, and skills. (3rd Ed.). Philadelphia: F.A. Davis
(ISBN-13: 978-0-8036-3975-1)

Burton, M.A., & Ludwig, L.J. (2011). LPN skills videos for fundamentals of nursing care: concepts, connections, and skills. Philadelphia: F.A. Davis.
(ASIN: 0803622899)

Ackley, B.J., & Ladwig, G.B. (2017). Nursing diagnosis handbook: An evidence-based guide to planning care. (11th Ed.). St. Louis: Mosby.
(ISBN-13: 978-0-32322249)

Dahlkemper, T.R. (2018). Anderson’s nursing leadership, management, and professional practice for the LPN/LVN in nursing school and beyond. (6th Ed.). Philadelphia: F.A. Davis.
(ISBN-13: 978-08-0366-0854)

Seaback, W.W. (2013). Nursing process: Concepts & applications. (3rd Ed.). New York: Delmar.
(ISBN-13: 978-1-111-13819-6).

TEXTBOOKS REQUIRED AFTER WEEK #9 OF THE SEMESTER:

A Nurse’s Drug Handbook of your choice.

A laboratory & diagnostic handbook of your choice, for example:

Pagana, K., & Pagana, T.J. (2013). Mosby’s manual of diagnostic and laboratory tests. (5th Ed.). St. Louis: Mosby.
(ISBN-13: 978-0-323089494)

Leeuwen, A.M., & Bladh, M.L. (2017). Davis’s comprehensive handbook of laboratory and diagnostic tests with nursing implications. (7th Ed.). F.A. Davis.
(ISBN-13: 978-0-803659438)

RECOMMENDED LEARNING RESOURCES

Test-taking Skills in Nursing (any of those listed below): It is highly recommended that the student purchase one of the following:

Nugent, P.M., & Vitale, B.A. (2015). Test Success: Test taking techniques for beginning nursing students. (7th Ed.). Philadelphia: F.A. Davis.
(ISBN-13: 978-0-803644182)

Nugent, P.M., & Vitale, B.A. (2015). Fundamentals Success: A course review applying critical thinking to test taking. (4th Ed.). Philadelphia: F.A. Davis.
(ISBN 13-978-0-803644144)

Hoefler, P.A. (2008). Test taking strategies for beginning nursing students. Burtonsville, MD: MEDS Publishing.
(ISBN 13: 978-1-5653-3514-1)

Medication Calculations

Craig, G. (2015). Clinical calculations made easy: Solving problems with dimensional analysis. (6th Ed.). Philadelphia: Lippincott, Williams & Wilkins.
(ISBN-13: 978-1-496302823)

REQUIRED: Additional Equipment and Tools:

Nursing skills supply tote (to be provided when students start skills lab)
Watch with second hand
Uniform & Lab coat (see JC Nursing Handbook)

**LAB TIME: Open lab time is available for students to practice skill to be successful on their skill evaluation.
Open lab hours are posted outside HLC 114 and HLC 118.**

AVAILABLE LEARNING SERVICES:

The Nursing Laboratory is staffed by faculty that can assist in your learning. The hours change every 7 weeks but are posted on rooms HLC 114 and HLC 118. Tutors, social workers and additional services for academic success, can be accessed by calling 796-8423 or by stopping by the Center for Student Success, Bert Walker Hall Room 123.

It is the responsibility of the student requiring special assistance (including those affected by the Americans with Disabilities Act) to contact the Center for Student Success. **This is the first step in acquiring the appropriate accommodations to facilitate your learning.**

The Writing Center, located in Walker Hall, second floor, is staffed with individuals that can assist you in your writing needs. Finally the Computer Lab located in Whiting Hall is staffed with individuals and computers to assist in the formal presentation of your papers and resume.
If you feel the need to talk with the faculty, their office hours are available and posted on their office doors. Keeping communication open assists both student and faculty.

STUDENT EVALUATION CRITERIA: A student must earn a minimum of 78% in the course. Grading includes unit exams and other assignments at the discretion of the instructor, including group work and/ or quizzes.

The grading components for this course include:

COMPONENT	PERCENT of GRADE	EXPLANATION
I. EXAMS	90%	An exam will be given following various groups of units. A CUMULATIVE final exam will be given at the end of the course. An average of 78% on all exams must be earned to pass the course.
II. OTHER	10%	Quizzes will reflect learning objectives and assigned readings. Group work may or may not be assigned weekly for points at the discretion of the instructor. One nursing assessment assignment will be included in this portion of the grade. When alternate test questions are included on an exam, they will be counted as a quiz grade.
III. DOSAGE CALCULATION COMPETENCY	Pass/Fail	Students are required to take and pass a 10 point Dosage Calculation Competency with a minimum score of 90%. The student is allowed three attempts to take and pass this quiz. A score below 90% after three attempts results in failure of the course.
III. CLINICAL CPG	Satisfactory OR Unsatisfactory	Clinical is evaluated based on the Clinical Performance Guide. A pass/fail grade will be given. The student must earn a passing grade in clinical in order to pass the course. See The Nursing Handbook for evaluation behaviors based on the Code of Nursing.
IV. COMMUNITY EXPERIENCES	Satisfactory OR Unsatisfactory	Students are required to complete the Well Senior Project at a due date set by the instructor.
V. PROFESSIONAL CREDENTIALS	Satisfactory OR – 3 % off final course grade	It is the student’s professional responsibility to keep all records updated in the nursing office and in their personal portfolio. This includes, but is not limited to, health assessment form, TB test, CPR, Vaccinations, etc. Failure to update this information by the first clinical day of any clinical course will result in a 3% reduction of the final course grade and may mean missed clinical days and possible failure in the course. (See JCC Nursing Handbook.)
IV. SIMULATION	Attendance	Please refer to page 7 regarding simulation grading

GRADING SCALE:

4.0	94 – 100%	2.5	82 – 85%	
3.5	90 – 93%	<u>2.0</u>	<u>78 – 81%</u>	A 2.0 is required to pass the course
3.0	86 – 89%	1.5	74 – 77%	

TESTING POLICY: On exam days, students are to place all electronics and other belongings at the back of the room prior to the beginning of the exam. The student should not have any other items in their possession during exams other than a scantron, the exam, a pencil, and a basic calculator if needed.

Any exam/quiz question determined by the instructor to be unworthy of counting against your grade will be adjusted by giving credit for any correct answer on that question.

Only answers to questions that are recorded on the student's scantron answer sheet will be graded unless indicated by the instructor at the beginning of the test or in the written test directions to record answers in another place. Faculty reserve the right to not count questions that they deem are not of good quality. In this situation, all answers will be accepted for the question(s) discarded. No additional point will be given to the student who had the question "correct" prior to it being discarded.

The answer marked on the scantron will be considered the student's final answer.

The student will have the opportunity to review the test once after testing is complete. Grades will be entered no later than 2 days after testing is complete. Once the review is complete and grades are entered, the student will not be able to review the test again. If a student has a question or concern regarding the test or a test question it must be made at the time of the review or prior to grade being entered into JetNet.

Test reviews will be done at the time decided by the instructor. *Cell phones/ smart phones/ smart watches (i.e. apple watch) may not be out or worn* during testing or while reviewing an exam. ***If a student is found to have a cell phone out during testing or during test review the student will receive a zero on the exam in question. There will not be an opportunity provided to retake this exam.***

If the student achieves a score <78%, it is mandatory the student makes an appointment with the instructor.

The student must earn a 2.0 grade in Theory and a satisfactory in clinical to pass the course. Students who earn less than 2.0 for the first level nursing course, PNC 110, will **NOT** be allowed to repeat the course and are therefore dismissed from the program.

MAKE-UP POLICY:

Students are strongly encouraged to be present for all exams. If an urgent situation arises that prevents a student from taking an examination, the student must call the instructor who is testing prior to the exam to arrange a make-up. The student **must take the missed exam at a date agreed upon with the instructor.**

NOTE: The first time a student misses an exam, 5% may be deducted at the discretion of the instructor, from the earned exam grade if the faculty member has not been notified before the test. A 5% will be deducted from each subsequent late exam whether or not the student notifies the instructor prior to the exam. Students must be present in class to participate in and receive credit for group work or quizzes. Tardiness to class may mean missing group work or a quiz, or reduced time to take the quiz or exam. NO additional time will be allowed.

NURSING PROGRESSION:

See Nursing Handbook for progression policies.