

Medical Surgical Nursing I

PNC 120.I50

Fall 2021

Number of Credits: 5.5

Contact Hours: 52.5 hours (3.5 BCH) of theory/ 90 clinical hours (2.0 BCH)

Meeting Times: Wednesdays 0830-1230, Thursdays 0830-1200 (meeting day/times including synchronous sessions)

Instructor: Darlene J. LoPresto, MSN, RN, CNE

Contact Phone: 517-796-8515

Contact Email: loprestdarlenej@jccmi.edu

Online Office Hours: Big Blue Button by appointment

Notes: Instructor will have limited access to office during fall semester. Will check voicemail twice weekly. Please email for pressing issues.

Course Description

Students use the nursing process to implement the caregiver role with adult clients experiencing basic physiologic needs. How disease states of core systems alter clients' needs and their ability to meet these needs will be explored. Clinical experience will provide the student the opportunity to demonstrate the roles of nursing judgement and spirit of inquiry.

Prerequisite(s)

- PNC 110- Foundations of Nursing
- PNC 111- Foundations Skills Lab
- PNC 112- Practical Nursing Pharmacology I

Course Outline

UNIT I NURSING CARE OF CLIENTS WITH NEUROLOGICAL DISORDERS

- A. Structure and function of the Neurological system
- B. Diagnostic Tests
- C. Neurological Examination
- D. Neurological Disorders
- E. Intracranial Pressure
- F. Inflammatory Conditions of the Neurological System
- G. Chronic Neurologic Disorders
- H. Neurological Changes with Aging

UNIT II NURSING CARE OF CLIENTS WITH CARDIOVASCULAR DISORDERS

- A. Structure and function of the cardiovascular system
- B. Assessment of the client with a cardiovascular disorder
- C. Therapeutic measures
- D. Disorders of the cardiovascular system
 - 1. Inflammatory disorders
 - 2. Hypertension
 - 3. Atrial Fibrillation
 - 4. Occlusive disorders
 - 5. Congestive Heart Failure

UNIT III. NURSING CARE OF CLIENTS WITH CARDIAC VALVE & HEMATOPOIETIC DISORDERS

- A. Structure and function of the cardiac valves
- B. Assessment of the client with a cardiac valve disorder
- C. Therapeutic measures
- D. Disorders of the cardiac valves
 - 1. Mitral valve prolapsed
 - 2. Mitral valve insufficiency
 - 3. Mitral valve stenosis
 - 4. Aortic valve insufficiency
 - 5. Aortic valve stenosis
- E. Structures and function of the hematopoietic system
- F. Assessment of the client with a hematopoietic system disorder
- G. Disorders of the hematopoietic system
 - 1. Anemia
 - a. Folic Acid Deficiency
 - b. Iron Deficiency
 - c. Vitamin B12 Deficiency
 - 2. Aplastic Anemia
 - 3. Polycythemia
 - 4. Idiopathic Thrombocytopenia Purpura
 - 5. DIC

Program Learning Outcomes

Program Learning Outcomes	Level 2 Learning Outcomes	Student Learning Outcomes
Upon successful completion of the program, the graduate will:	Upon successful completion of the level, the student will:	Upon successful completion of the course, the student will:
<p><u>Human Flourishing:</u> The graduate will advocate for human dignity, integrity, self-determination, and personal growth of culturally diverse clients, oneself, and members of the health care team.</p> <p><u>Nursing Judgment:</u> The graduate will function within their scope of practice, utilize the health care delivery system guidelines, and the predefined, individualized plan of care to provide safe, quality, client centered care within a defined family unit.</p> <p><u>Professional Identity:</u> The graduate will assess how one's personal strengths and values affect one's identity as a nurse through reflective practice and lifelong learning to become a contributing member of the interdisciplinary health care team.</p> <p><u>Spirit of Inquiry:</u> The graduate will question the basis for nursing actions and traditions, participate in</p>	<p><u>Human Flourishing:</u> Provides individualized care that embraces human dignity, integrity, self-determination and personal growth of culturally diverse clients, oneself, and members of the health care team.</p> <p><u>Nursing Judgment:</u> Apply the role of the Practical nurse in providing client centered care to the medical surgical, obstetric, and pediatric populations utilizing Maslow's Hierarchy of Needs and the nursing process to embed the art and science of nursing into practice.</p> <p><u>Professional Identity:</u> Assumes the role of the Practical nurse according to professional standards and legal scope of practice at a developing level and demonstrate the accountability for own learning while caring for medical surgical, obstetric, and pediatric populations.</p> <p><u>Spirit of Inquiry:</u> Demonstrate the role of Practical nurse as an innovative thinker to improve</p>	<p><u>Human Flourishing:</u> Provide culturally sensitive care that is based on the individual needs of clients with neurological, cardiac or hematopoietic morbidities.</p> <p><u>Nursing Judgment:</u> Apply the role of the Practical nurse in providing client-centered care to the medical surgical client with a focus on neurological, cardiac, or hematopoietic morbidities utilizing Maslow's Hierarchy of Needs, and the nursing process to embed the art and science of nursing into practice.</p> <p><u>Professional Identity:</u></p> <ul style="list-style-type: none"> • Demonstrates the developing role of the Practical nurse according to professional standards and legal scope of practice while caring for clients with neurological, cardiac, or hematopoietic morbidities. • Expand one's knowledge and skill acquisition while caring for clients with neurological, cardiac, or hematopoietic morbidities. <p><u>Spirit of Inquiry:</u> Identify the evidence that underlies clinical nursing practice to challenge the status quo by questioning</p>

Quality improvement initiatives, and consider research and evidenced-based practice to improve client centered care.	quality standards and yield best practices.	underlying assumptions, and offering new insights to improve the quality of care for medical surgical clients and their families.
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Student Learning Outcomes

Student Learning Outcomes	Behavioral Competencies
Upon successful completion of the program, the graduate will:	
<p>Human Flourishing</p> <p>Provide culturally sensitive care that is based on the individual needs of clients with neurological, cardiac or hematopoietic morbidities.</p>	<p>Human Flourishing</p> <ol style="list-style-type: none"> Identify the influence culture on the modifiable and non-modifiable risk factors with clients with neurological, cardiac, or hematopoietic morbidities. Recognize the role of culture and ethnicity in delivering prioritized care to clients with neurological, cardiac, or hematopoietic morbidities
<p>Nursing Judgment</p> <p>Apply the role of the Practical nurse in providing client-centered care to the medical surgical client with a focus on neurological, cardiac, or hematopoietic morbidities utilizing Maslow's Hierarchy of Needs, and the nursing process to embed the art and science of nursing into practice.</p>	<p>Nursing Judgment</p> <ol style="list-style-type: none"> Deliver organized and prioritized client-centered care safely for medical surgical population utilizing Maslow's Hierarchy of Needs. Apply the nursing process and work as a team member to provide quality care for the medical surgical population with a focus on neurological, cardiac, and hematopoietic needs. Performs basic nursing skills independently and safely with the addition of more complex skills under supervision. Demonstrates effective communication with peers, clients, and healthcare team. Utilize electronic medical records to document health assessment data and client care rendered in accordance with legal and ethical practice guidelines.
<p>Professional Identity</p> <ul style="list-style-type: none"> Demonstrates the developing role of the Practical nurse according to professional standards and legal scope of practice while caring for clients with neurological, cardiac, or hematopoietic morbidities. Expand one's knowledge and skill acquisition while caring for clients with 	<p>Professional Identity</p> <ol style="list-style-type: none"> Demonstrates knowledge application, improved clinical reasoning, professional behaviors, and autonomy in the clinical setting focused on clients with neurological, cardiac, or hematopoietic morbidities. Seek opportunities in the classroom and clinical setting that enhances own learning.

Student Learning Outcomes	Behavioral Competencies
neurological, cardiac, or hematopoietic morbidities.	
<p>Spirit of Inquiry</p> <p>Identify the evidence that underlies clinical nursing practice to challenge the status quo by questioning underlying assumptions and offering new insights to improve the quality of care for medical surgical clients and their families.</p>	<p>Spirit of Inquiry</p> <ul style="list-style-type: none"> a. Demonstrate ability to think critically in the classroom, simulation, and clinical setting with medical-surgical clients. b. Identify how to challenge the status quo and challenge underlying assumptions in the clinical or simulation setting. c. Recognize and identify ongoing evidence-based initiatives in the medical surgical environment.

Textbook

Williams, L.S. and Hopper, P.D. (2019). Understanding Medical-Surgical Nursing. 6th ed. Philadelphia: FA Davis (ISBN-13: 978-0-803668980)

Ackley, B.J., & Ladwig, G.B. (2019). Nursing diagnosis handbook: An evidence-based guide to planning care. (12th ed.). St. Louis: Mosby. (ISBN# 978-0323551120)

Davis's Drug Guide for Nurses, or any recent medications handbook.

Mosby's Laboratory Handbook or any recent diagnostic test handbook.

TEXTBOOK(S) OPTIONAL:

Hopper, P.D. and Williams, L.S. (2019) Study Guide for Understanding Medical-Surgical Nursing. (6th ed.). Philadelphia: F.A. Davis. ISBN# 978-0-80366900-0

Text Book Zero! All of these texts are available in a digital format from several sources including the publishers website, amazon.com (Kindle), audible.com (Audiobook) barnesandnoble.com (NOOKBook). You may also check with the Jackson College Bookstore or your local library regarding possible digital formats.

Exam Process- Respondus

To protect the fairness and integrity of the exams, students will be required to take exams using Respondus Lockdown Browser and Monitor. This is an online test proctoring software that requires a download to your computer. Training and practice of Respondus technology will be provided in advance of the first exam. A Mac or PC that has a webcam and microphone is required to use Respondus. If you do not have this technology, please contact your instructor right away. Students are expected to complete the Respondus Practice quiz on time. This is to give our IT department time to help troubleshoot issues before exam 1 begins. Failure to complete the Respondus quiz on time may result in instructor-initiated drop

Student Evaluation Criteria

Each course may contain one or more grading components. One component will consist of tests. Other components may consist of quizzes, group work, papers, clinical, or other activities. A student must earn a minimum of 78% in the test component **and** a minimum of 78% average in the course in order to pass the course. A student who earns less than 78% in the test component **or** less than a 78% average in the course will receive a maximum grade of 1.5 in the course, must step out of the program and will not be able to continue to PNC 130. **See Nursing Handbook for progression policies.**

COMPONENT	PERCENT OF GRADE	EXPLANATION
I. EXAMS	90 %	An exam will be given following each unit. 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. No questions are allowed during testing unless it is a definition question. <i>All exams will be taken through JetNet exam software.</i> When grading tests, faculty reserves the right to not count questions that they deem are not of good quality.
II. QUIZZES / GROUP WORK	10 %	Quizzes, including ATI Practice Assessments, may be given based on readings throughout the course. Group work may or may not be assigned weekly for points at the discretion of the instructor. Make-up for quizzes and group work is not allowed if not in attendance when they are administered. When alternate test questions are included on an exam, they will be counted as a quiz grade.
III. CLINICAL PERFORMANCE GUIDE	Pass/Fail	The clinical experience is evaluated based on the Clinical Performance Guide. A satisfactory or unsatisfactory grade will be given. The student must earn a satisfactory in order to pass the course.

IV. SIMULATION	Attendance	<p>The simulation experience is not graded. Simulation days are clinical days, therefore <i>attendance is mandatory</i> and active participation is encouraged. A student who misses a simulation day will be required to do clinical makeup. Faculty reserve the right to substitute other meaningful experiences for simulation deeming unforeseen circumstances. <i>Simulations may be done virtually via a variety of products or on main campus. Virtual products include ATI and Swift River.</i></p> <p>Failure to complete virtual clinical assignments may lead to failure of this course. Faculty reserve the right to substitute other meaningful experiences for simulation deeming unforeseen circumstances.</p>
V. ATI TESTING (Proctored)	Completion	The ATI Proctored Assessments are to be completed at the predetermined times. If Assessments are not completed by the date final grades are due, an incomplete will be earned in the course.
VI. 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 include, but is not limited to, health assessment form, TB skin 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 Nursing Handbook).

Grading Scale

The grading scale for the course is as follows:

GPA	GRADE RANGE
4.0	94-100%
3.5	90-93%
3.0	86-89%
2.5	82-85%
2.0	78-81%
1.5	74-77%
1.0	70-73%

GPA	GRADE RANGE
0.5	66-69%
0.0	0-66%

Each test will be graded utilizing the above scale. When calculating final grades if the percentage includes a decimal, 0.5 or more the grade will be rounded up to the next whole number (e.g., 83.5=84). If a decimal grade of 0.4 or less is calculated the grade will be rounded down to the nearest whole number (e.g. 83.4 = 83). If the faculty decides that a test question is not valid, everyone in the course receives one point for that question whether they got the question “right or wrong”. (This is not an additional point if the question was scored as being correct).

Testing: Course Exams

Testing is one method to assess content mastery and critical thinking. Course testing will contribute to 70 – 90% of the course grade. Faculty developed exams are administered as timed tests and written to simulate the NCLEX-PN which is a timed exam. Students will be provided one and a half minutes per test item.

If a student is unable to take any test, he/she must contact their faculty prior to the scheduled test. Students taking tests late may be penalized as outlined in the individual course syllabus. See Appendix H for Student Testing Agreement.

Some nursing courses will require testing outside of the class time. Students should plan for this additional time in their schedules. Be aware of the hours the Jackson College Testing Center is open, the time needed to take each test, and instructions for taking the tests. A picture ID is required upon entering the Testing Center for testing.

Jackson College Nursing Department Testing/Practicum/Skill Guidelines for Students:

1. All student possessions (backpacks, cell-phones, water bottles, hats, etc.) must be left at the front or sides of the room – not under individual desks or tables.
2. Students are not permitted to sit at their desk with notes prior to the test. Any last-minute studying must be conducted outside the classroom.
3. The student may have only a pencil, scrap paper, simple calculator with no memory (if warranted) and earplugs as warranted by faculty. Watches and cell phones are not allowed.
4. Once class begins, students are not permitted to sit at their desk with class notes and or text prior to the test. Last minute studying or review must be conducted outside the classroom.
5. Students are not allowed to remove any testing material from the testing/classroom.

6. If a student must take an exam at a different time than the rest of the class due to an illness or emergency, a different exam is given.
7. Bathroom breaks will not be permitted during any exam or quiz.
8. There will be no discussion of test items between the student and faculty on the day of the test.
9. Students who disagree with the answers may complete a Student Test Item Query form to explain their rationale for their chosen answer. These forms will be submitted to the faculty for consideration.
10. Students will be given 1.5 minutes per test item.
11. Students must pass a Dosage Calculation Competency at 90% within three attempts. Failure to obtain a 90% results in failure of the course.
12. All faculty will only remediate general concepts/and or question item rationale. No individual questions will be reviewed with students in an online course environment.
13. There will be defined timeframes that students must complete skills demonstrations. The purpose of skills test items incorporates the designated response time for patient safety and provider efficiency in the clinical setting. Specific timeframes are published in course syllabi.
14. NRS 111 and PNC 111 students will be allowed a maximum of 3 attempts to demonstrate competency of each required skill.

Jackson College Nursing Student Handbook – PN-C

All PN-C students are responsible for accessing and reviewing the general policies and procedures section of the current online edition of the Nursing Student Handbook at the beginning of each course.

Link to PN-C Handbook: <https://www.jccmi.edu/wp-content/uploads/Nursing-PN-C-Handbook.pdf>

Student Responsibilities: Class Requirements

Attendance

Classroom attendance is not mandatory but is HIGHLY recommended. The student is responsible for his or her own learning. In the event the student must miss or be late to class, it is the student's responsibility to obtain lecture notes, messages, instructions, announcements, etc. from a fellow student. The student will be held responsible for ALL material and information regardless of whether the student was in class. Lecture content will be delivered through in class lecture or taped PowerPoint presentations uploaded to JetNet. Students are responsible for downloading and watching the lectures. Students are responsible for all content delivered during the taped lectures and through additional assignments.

Make Up Policy

Students are strongly encouraged to be present for all exams. If an urgent or extraordinary 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 makeup. The student **must take the missed exam before returning to class.** Students who have already taken the exam are NOT to share any part of the exam with students who have not yet taken the exam – see policy on cheating.

NOTE: The first time a student misses an exam, 5% will be deducted from the earned exam grade if the faculty member has not been notified before the test. 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.

Course Communications

Course communications will be made through JetNet and the Jackson College email system. All students must utilize their JC email when sending email communications to faculty regarding the course and clinical. It is the student's responsible to check email frequently. Students are accountable for all communications made via email.

Written Work

Written work should be neatly done using proper grammar, spelling and punctuation, and sentence structure. Written work with three or more spelling errors or with improper sentence structure will be unsatisfactory.

Reading Assignments

Reading assignments (text, assigned articles, handouts, etc.) should be read for understanding before coming to class for which they are assigned. Class discussions and group critical thinking exercises will be based on the student coming prepared to class. Students are encouraged to bring questions to class. Some questions, however, will be best answered following lecture because of limited class time.

Testing

Testing will be done from content objectives found in course learning guides. A student will be allowed to take a make-up test only 1 time without penalty. Cell phones and apple watches may not be out 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 test in question.

If a student has a question or concern regarding the test or a test question a student needs to complete a Test Inquiry Form within one week of the test. Students will not be allowed to complete a Test Inquiry Form or review test concepts after the review timeframe has expired.

Grading Tests

When grading tests, faculty reserves 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 “right” prior to it being discarded. Calculation and Select-All-That-Apply questions are not eligible to be discarded.

Standardized Testing

The use of ATI (Assessment Technologies Institute) resources will be incorporated into this course. Any proctored ATI assessments are mandatory and an incomplete for the course will be awarded until the exam(s) are completed. **(See *Standardized Testing Policy in the Jackson College Nursing Handbook*.)**

SATA Questions

The Moodle testing format awards partial credit for SATA (Select All That Apply) questions. Partial credit will not be awarded for SATA questions. Students must select only the correct responses to earn credit on these questions. When a test is completed on Moodle students need to be aware the posted score is considered a “raw” score. SATA questions will be hand-graded once the test is complete which may result in the test score going down. There will be SATA questions on every test.

Student Responsibilities: Clinical Requirements

- Due to the requirements established by our clinical partners, students who are not registered for clinical sections prior to agency deadlines will be assigned to their clinical section. Once lead faculty have submitted course rosters into ACEMAPP students are unable to switch groups without permission from their lead faculty.
- Attendance in clinical is required and is very important. All missed clinical days must be made up. Please refer to the attendance policy in the Jackson College Student Nursing Handbook – PNC. The student must satisfactorily complete PNC 120 Medical Surgical Nursing I with a minimum 2.0 grade before progressing to PNC 130 Medical Surgical Nursing II.
- The student is required to call the clinical unit before clinical starts if she/he will be absent or late. Excessive tardiness, defined as being late two times in the clinical area will result in a warning notice as outlined in the Nursing Handbook. Students may not be late due to COVID-19 screening procedures.
- The student must come prepared to the clinical area. If the student comes unprepared, she/he will be given a performance notice warning and will be sent home from clinical resulting in an absence that must be made up. If there is an additional incidence, further disciplinary action will be taken as defined in the Nursing Handbook in addition to being sent home from clinical resulting in another absence that must be made up. If there is a third incidence of unsatisfactory clinical preparation, the student will fail the clinical portion of the class.
- The students should be attired and groomed as defined in the Nursing Handbook. The instructor reserves the right to determine appropriate dress in any given situation based on the uniform policy.

- The 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 to monitor the student's experience and 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/Not available (NA), with detailed comments will be used as grading criteria.
- The CPG presents mandatory clinical objectives which the student must satisfactorily attain in order to pass the course. Students will be evaluated according to a satisfactory (S) or unsatisfactory (U) grading criteria. If the clinical objectives are not met, the clinical grade will be unsatisfactory, and the course grade will be a failure of 1.5.
- **CELL PHONE AND TEXTING POLICY:** Cell phone calls and texting are not appropriate in the clinical setting due to the risk of distractors, errors, and HIPAA violations. Unit phone numbers are available in case of emergency.
- Alternative clinical assignments will be assigned to students during the semester. These assignments must be completed by the end of the clinical day and should be viewed as a clinical day.
- **Written Clinical Assignments:** The student's clinical preparation each clinical week will include:
 - Long data base assessments or short data assessments (client head-to-toe)
 - Medication Tracking Sheets
 - Laboratory Summary with abnormal values and relevant normal
 - Pathophysiology's- at least two per Nursing Care Plan
 - You will complete two nursing care plans (NCP) in PCN 120 clinical using the Concept/Care map forms provided. See Concept/Care Map Grading Sheet for the grading criteria. The first will be due the third or fourth week of clinical; the second NCP will be due the week before clinical ends. Grading of concept/care maps will be on a Satisfactory or Unsatisfactory basis according to criteria defined in the Nursing Care Plan Grading Sheet.

Each clinical instructor will notify students of the deadline for submission of the clinical paperwork. The weekly paperwork is not graded. It is a tool to help evaluate the student's ability to critically think. The weekly paperwork is required unless alternative assignments are given for the week. Failure to submit clinical assignments will result in a Clinical Performance Notice.

- **AGENCY POLICIES:** It is the student's responsibility to be informed and adhere to agency policies such as student parking, orientation modules, smoking, cell phones, Covid protocols, EMR documentation, and HIPPA. Failure to follow agency policy can result in the agency prohibiting the student from continuing the clinical experience at said agency. This may result in course failure and/or dismissal from the JC nursing program.
- All College, CDC, and healthcare agency policies regarding current COVID-19 Pandemic restrictions, guidelines, protocols will be strictly adhered too in the College and clinical setting.

Instructional Methods

Theory and Clinical	
<ul style="list-style-type: none"> • Collaborative/group work • Lecture • PowerPoint • Discussion • Demonstration/Equipment • Handouts • Assigned and optional readings • Digital/virtual simulations 	<ul style="list-style-type: none"> • Guest Speakers • Patient care • Observation • Critical Thinking Clinical Forms • Concept Maps • Individual conferences • Writing projects • JetNet resources

Available Learning Services

Students with disabilities who believe that they may need accommodations in this class are encouraged to contact the Office of Learning Support Services as soon as possible to ensure that such accommodations are implemented in a timely fashion."

Tutors are sometimes available through Center for Student Success in Bert Walker Hall for Nursing. The Center for Student Success can help students with academic and personal problems. 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.

Accessibility

Jackson College understands that cultivating a broadly diverse community is crucial to our educational mission and to our foundational commitment to leadership and service. Jackson College is fully committed

to ensuring our courses are accessible to everyone including those with disabilities. We are currently working to increase accessibility and usability of our course materials in order to meet or exceed the requirements of Section 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1991 and Web Content Accessibility Guidelines (WCAG) 2.0. For more information about Jackson College's efforts to ensure accessibility please visit the [Jackson College accessibility web page](#).

If you have an accessibility need in any of our classes please e-mail the Center for Student Success at JCCSS@jccmi.edu or visit the [Center for Student Success web page](#).

At the Center for Student Success (CSS), we are committed to providing all students the opportunity to achieve academic success by providing a variety of support services free of charge to Jackson College students. This includes, but is not limited to, peer and faculty tutoring, mental health referral, temporary assistance with transportation, various workshops/seminars, and the TRIO program.

In addition, the CSS staff is committed to adapting the College's general services to meet the individual needs of otherwise qualified students with disabilities, for the purpose of providing equal access to all programs and facilities.

Help

Available learning services or opportunities for students seeking help with their course work. May include information about tutors, learning centers, reserved library materials, counseling services.

Academic Advising

It is important to contact a Center for Student Success professional prior to the start of the semester in order to receive accommodations in a timely manner. While we will make every effort to coordinate accommodations in a timely manner, failure to self-identify prior to the start of the semester may delay notification to instructors and timeliness of acquiring accommodations. Accommodations do not automatically carry over to the next semester. Please e-mail JCCSS@jccmi.edu or visit the [Accommodations for Students with Disabilities](#) web page

Technical Assistance

For technical assistance, please contact the Jackson College Solution Center. All technical work requests are initiated through the following venues:

- E-mail: jcsolutioncenter@jccmi.edu
- Phone: 517.796.8639
- Walk-in: Atkinson Hall, Room 203

Attendance Policy

Whether in a traditional classroom course or online course, regular class participation and keeping up on the reading and assignments is strongly correlated with survival in college. It is my recommendation that

you plan to do your assignments and take your exams BEFORE the last day they are due. If problems occur, there is time to fix them before the deadline.

In compliance with Federal Title IV funding requirements, as well as college initiatives, I will be monitoring student participation on a regular basis and officially reporting student activity throughout the term to assure compliance with college policy and federal regulations. It is imperative that you log in to the course and actively participate *within the first couple days of the term* to validate your enrollment in the course. After that, not actively participating in class may result in you being withdrawn from the course. Being withdrawn from a course can have an impact on financial aid, billing, athletic eligibility, and housing status. As a college student you are responsible for how your participation impacts your academic progress; the accountability lies with you.

Nursing Progression Policy

See the Nursing Handbook for progression policies. The student must earn a 2.0 grade in theory and a satisfactory in clinical to pass the course. Students who withdraw or fail this course cannot progress into PNC 130 Medical Surgical Nursing II. Consult the PNC student handbook for current Progression/Readmission policy.

IMPORTANT DATES: FALL 2021 DATE	EVENT
AUGUST 30, 2021	DAY AND EVENING CLASSES BEGIN
AUGUST 30 – DECEMBER 18, 2021	SEMESTER DATES
SEPTEMBER 4-6, 2021	LABOR DAY BREAK
NOVEMBER 24-28, 2021	THANKSGIVING BREAK- NO CLASSES
DECEMBER 18, 2021	END OF WINTER SEMESTER