

**JACKSON COLLEGE
COURSE SYLLABUS
Winter/Spring 2014**

COURSE NUMBER: LPN 131
COURSE TITLE: Foundations of Nursing
DEPARTMENT: Nursing
PROGRAM: Practical Nursing
CREDITS: Six Credits
CONTACT HOURS: 60 hours theory
32 hours laboratory
2 hours simulation
2 hours service learning – community experience clinical [TBA]
35 hours clinical
1 hour clinical orientation

COURSE FACULTY:

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OFFICE HOURS: Posted outside instructor's office door each semester.

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. Laboratory and clinical experience provides the student an opportunity to demonstrate initial application of the roles of caregiver and member of the discipline in a highly structured, supervised setting.

END OF PROGRAM OUTCOMES

Following completion of the program, graduates are expected to assume the:

Role of Caregiver:

1. Assume the role of caregiver by using the nursing process to care for clients in a structured setting under the supervision of a RN, MD, or DDS.
2. Utilize Maslow's Hierarchy of Needs to organize and prioritize care.
3. Communicate effectively.
4. Perform nursing skills safety and effectively.

Role of Member of the Discipline of Nursing

1. Assume the role of member of the discipline of nursing and practice according to professional and ethical standards and within the legal scope of practice.
2. Prepare a plan for continued self-development as a nurse.

LEVEL OUTCOMES

Role of Caregiver:

1. Utilizes the nursing process to provide care for clients focusing primarily on basic physiological needs.
2. Delivers care that is organized and prioritized for one or two clients according to Maslow's Hierarchy of Needs.
3. Utilizes therapeutic communication techniques to communicate with clients.
4. Performs nursing skills safely for clients with well-defined health problems.

Member of the Discipline Nursing

1. Demonstrates the role of the student practical nurse according to legal and ethical standards at a beginning/basic level.
2. Demonstrates accountability for own learning and self-growth.

COURSE OBJECTIVES

Following successful completion of LPN 131 the student will be able to

Role of Caregiver:

1. Demonstrate an understanding of health and illness in a variety of situations, incorporating various models, definitions and individual influencing factors.
2. Demonstrate a basic understanding of the nursing process, and with guidance, use it as a systematic approach to planning and providing nursing care.
3. Apply the nursing process while caring for a geriatric client with basic physiologic and safety needs.
4. Deliver organized and prioritized care of the geriatric client according to Maslow's Hierarchy of Needs.
5. Utilize Maslow's theory in meeting human needs in various developmental stages.
6. Demonstrate the ability to apply basic concepts of communication in order to communicate effectively with clients, families and health care personnel.
7. Demonstrate basic nursing skills in the nursing laboratory.
8. Demonstrate a variety of nursing skills safely in the clinical setting with supervision.
9. Demonstrate the ability to perform basic medication calculations.

Member of the Discipline of Nursing

1. Demonstrate an understanding of the basic concepts and roles of nursing, in particular the practical nurse, and a variety of other health care team members.
2. Demonstrate a basic understanding of ethical decision-making processes, issues and legal concerns related to nursing practice.
3. Demonstrate accountability for own practice by following legal and ethical standards.
4. Demonstrate an understanding of how the nurses own needs can influence care rendered.

ASSOCIATE (OCCUPATIONAL) DEGREE OUTCOMES

The course goals and objectives incorporate specific Associate Degree Outcomes (ADOs) established by the JCC Board of Trustees, administration, and faculty. These goals are in concert with four-year colleges, universities, and reflect input from the professional communities we serve. ADOs guarantee students achieve goals necessary for graduation credit, transferability, and professional skills needed in many certification programs. The ADO addressed in this class is ADO #7. In accordance with ADO 7, Critical Thinking, the student will at a developing level:

1. Demonstrate a basic understanding of the nursing process, and with guidance, use it as a systematic approach to planning and providing nursing care for geriatric clients with basic physiologic and safety needs.

PREREQUISITES: Body Structure and Function or Anatomy and Physiology
Medications or Pharmacology
CPR card for Health Care professionals through the American Heart Association

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 PRIOR to returning to the class. Tardiness to class may mean missing group work.
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 (text, assigned articles, handouts, etc.) 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 class because of limited class time.
5. Students are expected to 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.

Students will be expected to dress professionally and maintain professional conduct at all times in the classroom. An integral part of a nursing student's education is developing a sense of integrity and responsibility, not only to instructors, but also to classmates. In the classroom, as in the work place, or at home, exhibiting appropriate behavior reflects maturity and professionalism. Arriving late to class, being unprepared, inappropriate while class is in session, etc., negatively reflects on the student and fellow classmates. Please be considerate!

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.
7. Students are responsible for previously learned material.

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 voice mail mode during class. If you are experiencing a family emergency and must keep a cell phone on, please obtain instructor permission prior to class. We appreciate your cooperation in providing an environment conducive to learning for all students.

Students must have instructor permission to record class and/or lab, either using a voice recorder or video recorder.

8. 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. LABORATORY REQUIREMENTS:

1. Refer to LPN 131 Laboratory Syllabus.

C. 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 and may include but is not limited to blood pressure clinics at various sites. You will be given a number of dates and times to select from sometime during the first few weeks of class.

D. 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 LPN 131 course grade.
 - d. Students who earn less than 2.0 for the first level nursing course, Foundations, will **not** be allowed to repeat the course and will be dismissed from the program.

See Nursing Handbook for Readmission Policy.

3. 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.
4. 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.
5. 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 Physiological Needs, Safety, Love and Belonging, and Self-esteem.
 - b. Subjective/Objective Data: Pathophysiology, and Medications.
6. The practical nursing student contributes to the Nursing Plan of Care by following the nursing process.
 7. Clinical Performance Guide / Clinical Evaluation Tool

The combination Clinical Performance Guide (CPG)/Clinical Evaluation Tool 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).

8. 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. There is no grade awarded for simulation experiences; these are learning experiences.

INSTRUCTIONAL METHODS:

Collaborative/Group work	Interactive videos
Lecture	Audio Tapes
Discussion	DVD, CD-ROMs & Video Tapes
Handouts	Mannequins
Assigned Readings	Agency Equipment

TEXTBOOK(S) REQUIRED

Burton, M.A., & Ludwig, L.J. (2011). Fundamentals of nursing care: Concepts, connections, and skills. Philadelphia: F.S. Davis. (ISBN-13: 978-0803619708)

Burton, M.A., & Ludwig, L.J. (2011). Study guide for fundamentals of nursing care: Concepts, connections, and skills. Philadelphia: F.A. Davis. (ISBN-13: 978-0803622036)

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. (2011). Nursing diagnosis handbook: An evidence-based guide to planning care. (9th ed.). St. Louis: Mosby. (ISBN-13: 978-0323085496)

Dahlkemper, T.R. (2013) Anderson's nursing leadership, management, and professional practice for the LPN/LVN in nursing school and beyond. (5th ed.). Philadelphia: F.A. Davis (ISBN-13: 978-0803629608)

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

TEXTBOOKS REQUIRED AFTER WEEK # 9 OF THE SEMESTER

A Laboratory and Diagnostic Test Handbook.

A Nurses' Drug Handbook.

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 resources:

Nugent, P. M., & Vitale, B. A. (2012). Test Success: Test Taking Techniques for Beginning Nursing Students. (6th ed.). Philadelphia: F.A. Davis.
ISBN: 13: 978-0-8036-2818-2

Nugent, P.M., Vitale, B.A. (2012). Fundamentals Success: A Course Review Applying Critical Thinking to Test Taking. (3rd ed.). Philadelphia: F.A.Davis.
ISBN-13: 978-0803627796

Hoefler, P.A. (2008). Successful Problem-Solving and Test Taking for Beginning Nursing Students. Burtonsville, MD: MEDS Publishing.
ISBN: 13: 978-1-5653-3514-1

Medication Calculations

Craig, G. (2011). Clinical Calculations Made Easy: Solving problems with dimensional analysis. (5th ed). Philadelphia: Lippincott, Williams & Wilkins.
ISBN-13: 978-1608317905

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 JCC Nursing Handbook)

LAB TIME: Open lab time is necessary to return demonstrate skills and is posted on Nursing Laboratory door each semester. Also refer to the Lab Syllabus.

AVAILABLE LEARNING SERVICES:

The Nursing Laboratory is staffed by faculty that can assist in your learning. The hours change every 8 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 796-8415 or by stopping by the Center for Student Success, Bert Walker Hall Room 123.
PLEASE DON'T WAIT UNTIL IT'S TOO LATE.

Students requiring special assistance (including those affected by the Americans with Disabilities Act) should 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:

The grade that the student earns will be based on satisfactory performance in the clinical setting, and Nursing Care Plans, as documented in the Clinical Performance Guide. The theory grade will be determined from the examinations, quizzes, and class assignments that are given throughout the course.

This course contains several grading components. The components consist of theory exams, group work, written assignments, laboratory & clinical. A student must earn a minimum of 78% in the following components:

1. Theory exam AVERAGE
2. Laboratory grade (includes lab class quizzes, pre-demonstration quizzes, lab prep points and assessment project)
3. Total course AVERAGE

If a 78% is not met in the laboratory grade, the student **may not progress to the clinical setting**. Further, if any of these requirements are not met the student will receive a maximum of 1.5 in the course.

The grading components for this course include:

COMPONENT	PERCENT of GRADE	EXPLANATION
I. EXAMS	60%	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. LABORATORY GRADE (includes lab theory & pre-demo quizzes, lab prep points, and assessment project)	40%	<p>Quizzes will reflect laboratory learning objectives and assigned readings. Make-up for the weekly lab theory quizzes is at the discretion of the instructor. Attendance at all labs is required. One nursing assessment assignment will be included in this portion of the grade.</p> <p>LABORATORY LEARNING OBJECTIVES: Students are required to present their completed written lab learning objectives at the BEGINNING of class to receive credit. No partial credit will be given for partially completed objectives.</p>
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 BP	Satisfactory OR Unsatisfactory	Students will be scheduled to participate in a community BP clinic and must successfully meet the objectives for that experience.
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	The simulation experience is not graded. Attendance is mandatory and active participation is encouraged. Faculty reserve the right to substitute other meaningful experiences for simulation deeming unforeseen circumstances.

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

GRADING SCALE:

The grading scale for this course follows the Nursing Handbook which is as follows:

4.0	94 – 100%
3.5	90 - 93%
3.0	86 - 89%
2.5	82 - 85%
<u>2.0</u>	<u>78 - 81% A 2.0 is required to pass the course.</u>
1.5	74 - 78%
1.0	70 – 73%
0.5	66 – 69%
0.0	< 66%

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 before returning to class.**

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.

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

Course Outline – Theory

Unit 1	Promoting Health & Wellness
Unit 2	History of Nursing
Unit 3	Communicating and Relationships
Unit 4	The Nursing Process and Decision Making
Unit 5	Safety; Medical Asepsis and Infection Control; Surgical Asepsis
Unit 6	Wound Care
Unit 7	Moving and Positioning
Unit 8	Respiratory Care
Unit 9	Documentation
Unit 10	Nursing Ethics and the Law
Unit 11	Circulation
Unit 12	Human Sexuality
Unit 13	Urinary Elimination
Unit 14	Bowel Elimination
Unit 15	Pain Management, Rest, and Restorative Sleep
Unit 16	Aging Process and Dementia
Unit 17	Fluid Balance and Nutrition
Unit 18	Electrolyte and Acid-Base Balance
Unit 19	Ethnic, Cultural, and Spiritual Aspects of Care
Unit 20	Care of the Surgical Patient
Unit 21	Loss, Grief, and Dying