



NORTHWEST FLORIDA STATE COLLEGE

NUR 1021L/Nursing Process I-Clinical Experience 4 credit hours.

Fall 2016

- Professor: Candis Carrillo, RN, MSN, CNE (Course Coordinator)
- Assistant Professor: Janet Flynn, RN, MSN, DNP (Clinical Coordinator)
- Office Hours: Information posted on faculty office door/posted on course D2L
- Phone: (850) 729-6478 (Candis Carrillo); (850) 729-6479 (Janet Flynn)
- Email: carrillc@nwfsc.edu; flynnj2@nwfsc.edu
- Final Exam: Not applicable.
- Web Page: Not applicable.
- Reference Number: 10939 & 10941
- Campus/Room: NV-420/Rm. 204 and Clinical sites (reference clinical rotation schedule)
- Class Days: Monday/Tuesday or Wednesday/Thursday
- Class Times: 0700-1100* on Monday and Wednesday; 0700-1600* on Tuesday and Thursday (*may vary up to 30 minutes on clinical days at the hospital and/or at the skilled nursing facility)
- Electronic Resources: Posted on course D2L and Evolve LMS.

Course Description

This course introduces the student to the role of the associate degree nurse in providing direct, holistic nursing care to young, middle-aged and older adults who are hospitalized or cared for in community settings. The student is introduced to all steps of the nursing process with a focus on assessment skills. Students will identify self-learning needs, and set their own goals for improvement. Critical thinking, and working effectively with peers and other health care professionals as a team member is expected. The demonstration of caring behaviors and therapeutic communication as a provider of bedside technical nursing care is emphasized. Students must demonstrate safe performance of basic nursing skills, including but not limited to, medication administration, physical assessment, and comfort. By the end of the course the student must perform medication administration proficiency successfully in order to pass the course.

Course Prerequisite

Admission to the nursing program

Course Co-requisite

NUR 1021C

Course Materials

Required Texts:

CAE, Inc. (n.d.). safeMedicate Software. (Must be purchased online – more information will be given at a later date.)

Lilley, L., Collins, S., & Snyder, J. (2017). *Pharmacology and the Nursing Process*, (7th ed.). St. Louis: Mosby-Elsevier. ISBN: 978-0-323-35828-6

Perry, A. G., Potter, P. A., & Ostendorf, W. R. (2014). *Clinical Nursing Skills & Techniques, Text* (8th ed.). St. Louis, MO: Elsevier Inc.

Potter, P., Perry, A., & Stockert, P. (2016). *Fundamentals of Nursing*, (9th ed.). St. Louis: Mosby-Elsevier. ISBN: 978-0323327404
OR get the Pageburst E-book on VitalSource: ISBN: 978-0-323-08927-2

Upchurch, S, Henry, T., Pine, R., & Rickles, A. (2014). *HESI Comprehensive Review for the NCLEX-RN Examination*, (4th ed.). St. Louis: Elsevier.
ISBN: 978-1-455-72752-0

Clinical Skills: Skills for Nursing Collection: Essentials Collection (Access Card), (1st ed.). (2016). St. Louis, MO: Elsevier Inc.

** Nursing Central

Deglin, J. & Vallerand, A. (2015). Davis's Drug Guide for Nurses, (6th ed.). Philadelphia, PA: F.A. Davis Co.

Sommers, M. S. & Fannin, E. F. (2015). Diseases and Disorders: A Nursing Therapeutics Manual, (5th ed.). Philadelphia, PA: F.A. Davis Co.

Van Leeuwen, A. & Bladh, M. L. (2015). Davis's Comprehensive Handbook of Laboratory and Diagnostic Tests with Nursing Implications, (6th ed.). Philadelphia, PA: F.A. Davis Co.

Venes, D., editor. (2014) Taber's Cyclopedic Medical Dictionary, (22nd ed.). Philadelphia, PA: F. A. Davis Co.

Doenges, M. E., Moorhouse, M. F., & Murr, A. C. (2016). Nurse's Pocket Guide, Diagnoses, Prioritized Interventions, and Rationales, (14th Edition). Philadelphia, PA: F.A. Davis Co. (additional resource added to Nursing Central)

**PLEASE NOTE: These references are available on Nursing Central by Unbound Medicine which is available for all students. Access portals include computer internet, hand held devices (tablet, iPad, etc.), and smart phones. Nursing Central contains the titles listed above as well as other resources. Access to this resource will be established during first week of classes.

Optional Texts:

Jones, S. (2012). *Pocket Anatomy & Physiology*. 2nd ed. Philadelphia: F. A. Davis. ISBN: 978-0-80-363281-3

Katz, J., Carter, C., Bishop, J., & Kravitz, S. (2010). *Keys to Nursing Success*. (3rd ed., revised). Upper Saddle River, N. J.: Prentice-Hall. ISBN 978-0-13-703684-4

Nugent, P. & Vitale, B. (2015). *Fundamentals Success*. (4th ed.). Philadelphia: F. A. Davis. ISBN: 978-0-8036-4414-4

Nugent, P. & Vitale, B. (2015). *Test Success: Test-Taking Techniques for Beginning Nursing Students*, 7th ed. Philadelphia: F.A. Davis. ISBN: 978-0-8036-4418-2

Student Learning Outcomes

At the end of the Northwest Florida State College Associate Degree Nursing (ASN) Program, the ASN graduate will be able to:

1. Provide client assessment through the collection, analysis, and synthesis of relevant data in order to holistically appraise the client's health status.
2. Promote and maintain health and reduce risk through client education, informed decision making, and support of the client's self-care activities.
3. Use evidence based practice and critical thinking to find solutions, individualize care, and assure the delivery of accurate, safe care for clients. This includes performing accurate assessments, using multiple methods to access information, analyzing and integrating knowledge and information to formulate clinical judgments.
4. Participate in managing care through the efficient and effective use of human, physical, financial, and technological resources to meet client needs and support organizational outcomes.
5. Participate in communication through the exchange of information that may occur therapeutically, verbally, non-verbally, in writing, or through information technology.
6. Participate in the team approach to holistic, client-centered care across healthcare settings through shared planning, decision making, problem solving, goal setting, and assumption of responsibilities.
7. Incorporate behaviors and actions that assist in meeting clients' needs by "being with" and "doing for" clients to achieve the desired results. Included in the caring is creating an environment of hope and trust, that respects the client's cultural values, beliefs, and lifestyles.
8. Exhibits professional behaviors by adhering to standards of professional practice, be accountable for own actions and behaviors, and practice nursing within legal, ethical, and regulatory frameworks.

Course Objectives

Upon completion of the course the student should be able to:

1. Demonstrate beginning knowledge of the nursing process, starting to utilize a holistic approach to client care, with a focus on the assessment phase in caring for adult clients in acute and long-term care settings.
2. Begin to define evidenced based practice as it applies to client teaching and risk reduction in encouraging collaborative care with the client.
3. Recall knowledge derived from the biophysical and psychosocial sciences in the application of critical thinking in client care. Begins to define evidenced based practice in development of individualized nursing care planning.
4. Demonstrate beginning understanding of incorporating concepts of quality and cost-effective healthcare resource management in providing safe basic nursing skills in acute, sub-acute and long-term care settings.
5. Demonstrate basic and beginning therapeutic communication skills in caring for clients within the health care setting, working with peers, faculty, and other members of the health care team.
6. Identify the importance of independent and collaborative interventions in developing a holistic nursing care plan for clients within a defined health care setting.
7. Discuss and begin to apply nursing care that reflects understanding of diverse cultural, socioeconomic, and religious beliefs of clients and their families.
8. Recognize one's own accountability for professional behaviors and demonstrate personal responsibility to practice in an ethical and legal manner as a beginning nursing student.

Clinical Learning Experiences

| COURSE OBJECTIVE REFERENCE NUMBER | CLINICAL SITE/EXPERIENCE | TOTAL HOURS |
|-----------------------------------|---|-------------|
| 1 - 8 | General Medical-Surgical Floor: Fort Walton Beach Medical Center, Sacred Heart Hospital on the Emerald Coast, North Okaloosa Medical Center | 56 |
| 1-8 | Skilled Nursing Facilities: Manor at Bluewater Bay, Westwood, Ft. Walton Beach Rehab, Grand Boulevard | 28 |
| 1-8 | NWFSC – Main Campus Nursing Skills Practice Laboratory: NUR 1021L Skills (with clinical instructor supervision and simulation activities) Small Group Learning Activities, Skills Practice Sessions, Concept Mapping Activity, Standardized patient in skills lab. American Heart Walk- Saturday, 24 September – Mandatory “class” | 96 |
| Total Hours | | 180 |

Clearance Requirements of Clinical Facilities

You are responsible for satisfactory completion of clearance requirements for clinical facilities. Requirements to attend a clinical facility must be met no later than 12 noon on the workday prior to the first day of clinical at the particular facility. Attendance and participation in clinical is a requirement of NUR1021L and **failure to meet the clearance requirements by the established deadline will result in clinical failure and nonprogression, which means you cannot continue in NUR1021L or the co-requisite course. The student must initiate and complete the process for withdrawal from NUR1021L and NUR1021C.** Readmission procedures are outlined in the nursing program student handbook.

Grading Procedures

1. Skills Proficiency Days (SPDs):

Your have Skills Proficiency Day/s (SPD) scheduled. There are two parts to SPD testing, written and psychomotor (hands-on) skills.

Use resources designated in the syllabus and provided in the classroom to assist you in preparing for both the written and psychomotor exam.

2. Written SPD exam:

- a. Do not bring purses, books, supplies, cell phones, etc. to the test.
- b. You must pass the written exam with a 75% or greater overall score, and with an 80% or greater score on the dosage calculation portion of the exam. If your overall score is less than 75%, you will be placed on clinical probation and you will be required to remediate and to retest. If your retesting is unsatisfactory for a second time, this will result in clinical failure and non-progression, which means you cannot continue in the course or co-requisite course. Since the exam is administered early in the program, withdrawing from the course is an option. The student must take the initiative to withdraw. See the section in this syllabus on withdrawing (item 11). Readmission procedures are outlined in the nursing program student handbook.
- c. If you earn > 75% on overall SPD written exam, but <80% on the dosage calculation portion, you will be required to remediate and to take a second dosage calculation exam. If you fail to achieve 80% or greater on the second exam, you will NOT fail clinical based on the written dosage calculation exam alone, but you will be placed on clinical probation. You will be required to remediate and to take a third dosage calculation exam. Failure to achieve 80% or greater on the third exam constitutes a clinical failure.
- d. When a student is on clinical probation due to the student's performance on the dosage calculation exam, the student will not be permitted to pass medication. Performance of medication administration will be limited to observation/simulation only.

3. Psychomotor Skills:

- a. Nursing instructors will prepare individual testing stations designed to simulate particular aspects of the nursing procedures to be performed.
- b. You must adhere to time limits as specified by the evaluator (usually ≤ 15 minutes per station) to successfully complete the skill. The evaluator can stop the evaluation if the student exceeds the time limit.
- c. You may ask for clarification regarding skills performance, but no guidance. You may not ask for assistance from the evaluator.
- d. You will exit the Skills Laboratory testing area immediately upon completion of all testing simulations. Do not talk about the testing scenarios with other students as this is a breach of test security processes and you will be subject to disciplinary action.
- e. Failure to follow any of the above guidelines may result in an unsatisfactory (**U**) rating.
- f. Criteria for Evaluation will be the following:

SATISFACTORY: Completion of **all** critical steps on SPD critical steps checklist.

UNSATISFACTORY: Critical steps are omitted or incomplete.

If you have an unsatisfactory (**U**) rating on any skill, you will be placed on clinical probation. You will make an appointment with your clinical instructor for remediation and retesting. If your retesting is unsatisfactory for a second time, this will result in clinical failure and non-progression, which means you cannot continue in the course or co-requisite course. Since skill testing is administered early in the program, withdrawing from the course is an option.

The student must take the initiative to **withdraw**. See the section in this syllabus on withdrawing (item 11). Readmission procedures are outlined in the nursing program student handbook.

4. Protecting Test Security Processes: If you breach test security processes, you will be subject to disciplinary action as described below:

- a. Removing any portion of a course or program examination from the testing site; you may receive a grade of "0" on the examination in question.
- b. Sharing any information concerning any portion of the examination by electronic or other means; you may receive a grade of "0" on the examination in question.
- c. Sharing information regarding a secured nursing examination procedure, e.g., SPD; you may receive a failing grade on that procedure.
- d. Disrupting any testing processes/procedures in any way that interferes with the normal operation of the nursing department; you may receive a rating or grade of "0" for that or other procedures as identified by the faculty.

5. Passing NUR 1021L: After SPD written and performance testing is successfully completed, in order to receive a passing grade for NUR1021L, you have to meet **ALL** the critical criteria as outlined on the NUR 1021L Clinical Performance Report/Evaluation. Additionally, all written assignments must be successfully completed. Rubrics or information may be provided with specific guidance on what is considered a passing grade percentage for specific assignments.

6. Grading: Your final grade for this clinical course will be recorded as a "PASS" (P) or "FAIL" (F) on the official college transcript. NUR1021C and NUR1021L are co-requisites that must be completed successfully together. A strong performance in the theory course cannot be used to offset an inadequate performance in this clinical course.

The following chart summarizes this grading evaluation for this course.

| |
|-----------------------------|
| Final Clinical Course Grade |
| P (Pass/satisfactory) |
| F (Fail/Unsatisfactory) |

NOTE: If you earn a failure in either of the co-requisite course pairs, NUR1021C and NUR 1021L, you must repeat BOTH courses. You may repeat a nursing course only once.

Withdrawal or Failing Grade in Nursing Co-requisite Courses (see chart below):

--Withdrawal from nursing courses. If you withdraw from one co-requisite nursing course during the term of enrollment, you must also withdraw from the companion co-requisite nursing course.

--Failing grades in co-requisite nursing theory course: If you earn a final course grade of a D or F in the theory course, you will receive a "NG" for no grade designation for the companion clinical course IF you were passing the companion clinical course.

--Failing Grades in co-requisite nursing clinical course: If you earn a final course grade of "U"/ Unsatisfactory in the clinical course, you will receive a final grade of F-failing (determined by faculty evaluation of clinical performance) and a "NG" designation for the companion theory course IF you were passing the companion theory course.

--Failing Grades in both co-requisite nursing courses: If you earn a failing grade in a co-requisite nursing theory course (D or F) as well as a failing grade in the companion clinical co-requisite course (F), the final course grade for theory will be D or F; the final grade for clinical will be F.

-- A grade of "FA" may be awarded if failing due to attendance issues. (Reference item 8.) Both the F and FA are failing grades, are calculated as such in the student's GPA, and show up on the student's transcript. A student's GPA and his or her time-to-degree are both factors in qualifying for future aid as outlined in the College's Standards of Satisfactory Academic Progress:

(http://catalog.nwfsc.edu/content.php?catoid=9&navoid=1489#Return_of_Title_IV_Financial_Aid_Funds).

Withdrawal or Failure Grade Options:

| | | | | |
|--------------------------------------|-----------|--------|-----------|----|
| Withdrawal from theory | NUR 1021C | W | NUR 1021L | W |
| Not passing theory; Passing clinical | NUR 1021C | D or F | NUR 1021L | NG |
| Withdrawal from clinical | NUR 1021C | W | NUR 1021L | W |
| Not passing clinical; Passing theory | NUR 1021C | NG | NUR 1021L | F |
| Not passing theory or clinical | NUR 1021C | D or F | NUR 1021L | F |

7. Formative Evaluation: The formative period begins at the predetermined date for this course (see Clinical Planning Guide). Your primary clinical instructor will coordinate an appointment at the end of designated time for your “formative evaluation”, i.e., the initial period of clinical grading during which you develop basic or new skills outlined in the course performance standards. The clinical evaluation in the formative time assists you and the faculty in identifying strengths and areas of improvement in clinical performance. You will complete a self-evaluation as designated by your primary clinical instructor, prior to your formative appointment, as this is part of the evaluation process. Additionally, you will turn in your portfolio (reference NUR1021L Portfolio rubric for minimum areas to develop) and clinical skills checklist for review; those items will be returned to you.

8. Summative Evaluation: The summative period begins at the predetermined date for this course (see Clinical Planning Guide), which describes the final evaluation process in which you are expected to perform skills with a high level of proficiency. The summative evaluation period validates the student’s knowledge, skills, and judgment required by the student nurse to practice competently and safely. The summative evaluation time is marked by daily validation by the clinical instructor of your ability to meet clinical performance standards. You also may be required to participate in a self-assessment as part of this summative evaluation process. Your instructor will collect your clinical skills checklist at this time for transition of this information to your student folder (the checklist will be returned to you at the start of your next semester’s clinical rotation). The clinical skills checklist must be updated to be inclusive of all the student’s NUR1021L clinical rotations. Additionally, a final review of your portfolio will be required to ensure the student meets the minimum requirements for successful portfolio development; the portfolio will be returned. Your clinical instructor will provide specific information for final portfolio review.

9. Probation:

At any time during the clinical course you may be placed on probation if your clinical instructor determines that you are not meeting the clinical objectives, i.e., you are in danger of failing the course. You will receive a probationary contract outlining the remedial steps you must take to meet the objectives. You must meet all the terms of the probationary contract by the end of the course or a specific date (or sooner if a “critical incident” has occurred) to successfully pass the course.

10. Final Grade: The final clinical course grade is compiled from daily validation and from testing sessions and is recorded as a pass or fail. **In order to receive a pass/satisfactory for NUR1021L (clinical), you must submit all assignments at a satisfactory level.**

Unsatisfactory performance includes behavior that does not meet the criteria outlined in the nursing course objectives, the Clinical Performance Evaluation Tool, or any behavior that jeopardizes the client’s physical, psychological, or spiritual well being.

Make-up Work

Reference “Assignments” section.

Classroom Conduct

This is a pre-professional program, and you are expected to demonstrate professionalism in the classroom, and in the skills lab, and in the clinical setting.

1. General Information:

Nursing skills laboratory experiences have been designed to provide opportunities for you to master nursing skills essential for competent nursing practice. The lab is an ideal, safe setting where you can develop confidence as you learn basic principles for a wide variety of nursing skills. In most instances, skills required for meeting clinical course objectives will first be practiced and evaluated in the skills laboratory before you are assigned to perform them on site in a clinical setting. This will be accomplished sequentially as scheduled throughout the semester. You will practice on a mannequin or student partner as directed by your clinical instructor.

2. Uniform Requirements:

Skills Lab: You are expected to be in uniform with nametag. (For scheduled clinical days.) The uniform specific requirements are outlined in the *Nursing Program Student Handbook* – compliance with the dress code for the uniform is required.

[For skills open lab/independent practice sessions (i.e. non-scheduled clinical day) – You must wear closed-toe shoes, but no specific uniform requirement.]

Skills Proficiency Day (SPD) and Patient Simulation Day: You must wear your full uniform; the laboratory coat is not required.

Skilled Nursing and Hospital Days:

All Clinical Rotations: Wear your full uniform, nametag and school ID badge. Personal protective equipment is to be worn whenever there is a risk of body fluid contamination. If additional clothing is needed to remain warm, then reference the *Nursing Program Student Handbook* on what additional clothing is acceptable with your uniform. You **cannot** wear your laboratory coat during patient care activities. If you leave a facility for lunch, you need to wear your lab coat while out.

3. Laboratory Hours/Practice Sessions:

Although you will have scheduled skills laboratory time, you should use the skills laboratory for free/additional practice on a regular basis. There will be optional laboratory times available; if more optional laboratory time is required, please coordinate your request with the clinical coordinator, as this laboratory is a shared resource with other courses. Come for as many times as it takes to meet your practice needs. You need to be prepared to perform any skill learned in the nursing program when the opportunity presents itself in the clinical setting. **The only exception is that Open Skills Practice is not available during the week of SPD testing prior to testing. Friday open lab after SPD will still be available.**

Clinical Nursing Skills & Techniques is your primary clinical textbook for all required skills in this course. **Bring this book (or eBook version) with you to scheduled skills lab time and for additional/free practice sessions and use it generously for reference and guidance.**

4. Laboratory Rooms and Supplies:

You must bring your own clinical supplies (penlight, scissors, pen, and stethoscope) **to all laboratory practice sessions** (scheduled and/or own practice time). NPI skills supplies for practice such as syringes, needles, PPE, etc. are part of your lab fee and will be provided during skills lab. **Caution: All lab supplies provided for practice in the skills laboratory are simulated and unfit for human consumption.**

Class Attendance

1. You are expected to attend all scheduled clinical sessions. Punctuality is also expected, as you are expected to demonstrate the same professionalism in clinical as you will in your career. Excessive absences are defined as more than one clinical day. Students who stop attending class or are not able to pass the course due to attendance expectations may receive a failing grade of "FA". An "FA" grade is a failing grade in GPA calculations and may impact the receipt of federal aid in subsequent courses. Students traveling for college-approved activities will not be penalized academically but will be responsible for missed clinical time. Please be cautious with your absences since the program is not set up for making up more than one clinical day. Also there is no distinction between "excused" and "unexcused" absence. (See *Student Handbook* and *Nursing Program Student Handbook* for additional guidance.)

2. For any missed clinical rotation day, the student is required to contact the primary instructor responsible for the missed clinical rotation **AND** the clinical coordinator. If the clinical rotation cannot be made up at the designated clinical site, the clinical instructor responsible for the missed rotation will determine the make-up method that will provide an alternative means of meeting the course objectives. Failure to complete the make-up assignment can result in a course failure. If the student elects to withdraw, the student must initiate the process for withdrawal. NUR1021L (clinical) is a co-requisite course, so withdrawing from the course will require withdrawing from NUR1021C (theory). The college calendar identifies the last day the student can withdraw with a "W."

Note: If you are going to be late or absent for a clinical day, you are required to contact the primary clinical instructor responsible for the missed clinical day AND the clinical coordinator. Cell phones are usually the preferred contact mechanism and instructor contact information will be provided at the beginning of the course. Do not leave a message on any office phone or on the Nursing Administrative Assistant's phone! Also, please do not call the clinical site or use another student to provide this information to the instructor.

Assignments

1. Reference the Clinical Planning Guide posted on D2L Course for specific preparation/classroom activities for Clinical Weeks 1 through 16.

2. All information for specific rotations will be posted under the course module in D2L. Your primary clinical instructor for specific clinical rotations may request additional preparation or assignment completion to facilitate students meeting course objectives or specific learning needs. Specific clinical rotations have specific assignment/preparation guidance. You must be prepared for all clinical laboratory activities. Contact your primary clinical instructor for the specific rotation PRIOR to clinical for any questions or concerns related to your assignment.

NOTE: The primary clinical instructor reserves the right to dismiss you from the clinical laboratory if you arrive unprepared and you will receive an unsatisfactory rating “U” for the assigned clinical day.

3. Clinical assignment completion paperwork due date will be announced and will vary based on clinical instructor and clinical rotation. Please follow the due date of the clinical instructor/rotation. Late and/or incomplete assignment(s) may result in clinical counseling or probation. Coordinate any adjustments to turn-in date/time with your clinical instructor PRIOR to the designated due date/time. Just notifying the instructor that an assignment will be late is not considered coordination and the instructor is not obligated to make adjustments due to student time management issues.

4. Completion of Assignments:

- a. All assignments must be submitted on time. Specific due date/time will be provided on a course document located on D2L course. It is extremely disruptive to the evaluation process when assignments are submitted late. All assignments must be submitted at the satisfactory level.
- b. If an assignment is unsatisfactory, it will be returned to you. You must correct deficiencies and re-submit the assignment by the date designated by your instructor.
- c. You must achieve satisfactory evaluation/score on all assignments before you can earn a passing grade for the course.
- d. Plagiarism will not be tolerated. Refer to the NWFSC Student Handbook > Student Code of Conduct > Academic Offenses regarding plagiarism.

4. CLINICAL ROTATIONS

Clearance Requirements of Clinical Facilities:

You are responsible for satisfactory completion of clearance requirements for clinical facilities. Requirements to attend a clinical facility must be met no later than 12 noon on the workday prior to the first day of clinical at the particular facility. Attendance and participation in clinical is a requirement of NUR1021L and failure to meet the clearance requirements by the established deadline will result in clinical failure.

Client/Patient Data:

You may not print or copy any unauthorized client/patient data. However, if authorized information is copied (need to clear with clinical instructor information available to copy), all patient identifiers must be removed prior to leaving the assigned floor OR any information you turn in to your clinical instructor.

5. General Rules and Regulations:

You are responsible for following the rules and regulations at each clinical facility. You may be dismissed from clinical at the discretion of the clinical instructor for failure to comply. This includes, but is not limited to, parking regulations, and rules and regulations regarding dress code, professional behaviors, and client information.

Program Specific Information

Health Insurance Portability and Accountability Act (HIPAA)

Students are responsible for following the rules and regulations at each clinical facility. Students may be dismissed from clinical at the discretion of the clinical instructor for failure to comply with confidentiality issues of “*Individually identifiable health information*”.

HIPAA defines - “*Individually identifiable health information*” as information, including demographic data, that relates to:

- The individual’s past, present or future physical or mental health or condition,
- The provision of health care to the individual, or
- The past, present, or future payment for the provision of health care to the individual, and that identifies the individual or for which there is a reasonable basis to believe can be used to identify the individual. Individually identifiable health information includes many common identifiers (e.g., name, address, birth date, Social Security Number).

Videos

This course employs lecture capture software to provide you with videos of your instructor’s lectures/PowerPoints/notes/demonstrations, etc., and you are required to watch these. These videos can be viewed with a standard Internet connection. If your home Internet connection is not adequate, please remember that any NWFSC open lab is available to you. You need only take your own headphones with you.

Social Networking Sites

You are to refrain from commenting on any part of your clinical day on any social networking site. If you post information on any social networking site(s), (e.g. Facebook, MySpace, Twitter, Instagram) it may limit your continuation in the program and your future employment in a health care facility.

This class may use a social networking site to build community and enrich students’ overall experience. Participation in this site is optional and not a required element of the class, and all essential course information will be presented in the classroom or online, video, etc. The instructor takes careful precautions to safeguard students on the Internet; however, as with many Internet interactions, risks still exist. By choosing to participate in the class’s social networking site, you accept responsibility for the information you post and assume the risks associated with social networking sites.

Cell Phone/Electronic Devices

Cell phones, pagers, and other such electronic devices must not distract from learning. Courtesy to the professor and other students requires that phones be on vibrate or silent mode during class. No student should initiate conversations, including texts, during class activities. Use of electronic communication devices during examinations or other graded activities may constitute grounds for disciplinary action; such devices **may not** be brought

into the examination area. Where emergency or employment situations *require* access to electronic communication services, arrangements may be made *in advance* with the instructor.

Emergency College Closure

In the event of unusual or extraordinary circumstances, the schedule, requirements, and procedures in this course are subject to change. If the college closes for inclement weather or other emergency, any exams, presentations, or assignments previously scheduled during the closure period will automatically be rescheduled for the first regular class meeting held once the college re-opens. If changes to graded activities are required, students will not be penalized as a result of the adjustments, but will be responsible for meeting revised deadlines and course requirements.

Children in the Classroom

As a courtesy to other students and the learning process, students may not bring children with them to class sessions. Health and safety concerns prohibit children from accompanying adult students in any lab, shop, office, or classroom or other college facility where potential hazards exist. If a child-related emergency means you must miss class, contact the instructor as soon as possible to determine your options. (The full “Children on Campus” policy statement appears in the College Catalog.)

Student Rights, Responsibilities, and Academic Integrity

Students are responsible for adherence to all college policies and procedures, including those related to academic freedom, cheating, classroom conduct, computer/network/e-mail use and other items included in the *Northwest Florida State College Catalog and Student Handbook*. Students should be familiar with the rights and responsibilities detailed in the current *Northwest Florida State College Catalog and Student Handbook*. Plagiarism, cheating, or any other form of academic dishonesty is a serious breach of student responsibilities and may trigger consequences which range from a failing grade to formal disciplinary action.

RESOURCES

[The Academic Success Center \(ASC\)](#) is located in the Activities Center on the Niceville Campus. The ASC provides free learning support services such as tutoring, ESOL, and writing assistance for all NWFSC students. Individual and group tutoring is available in a wide range of subjects on a walk-in-basis and by appointment. For more information, call the Academic Success Center at (850) 729-5389 or visit our website at [Free Tutoring](#).

[Reading to Learn \(R2L\)](#) is a project of Northwest Florida State College designed to support students' learning through direct instruction of reading strategies. Students may access R2L at our website: [Reading to Learn](#).

[Math Labs](#) are located in the Math Building L, Room L-131, on the Niceville Campus and in Building 7, Room 702 on the Fort Walton Beach Campus and Room 131 at the Crestview Center. The math labs are open to all students and provide free walk-in tutoring for all mathematics courses. For lab hours, students may call the Math Department at (850) 729-5377 or visit our website at [Math Lab](#).

[Smarthinking](#) is an online, real-time tutoring offered free to students, who may access this service via RaiderNet.

[Open Computer Labs](#)

There are numerous open computer labs throughout the Northwest Florida State College campuses. Students may access our website for lab locations and hours: [Computer lab location and hours](#)

[Testing Center](#)

Testing Centers administer college admissions tests, placement tests, proctored exams, ACT/SAT, GED, CLEP, and DSST (formerly known as DAN TES). General information concerning tests, hours

Testing Center hours may be accessed on the Testing Center website at [Testing Center](#). Makeup exams may be taken in the Testing Center, depending upon instructor policies on late work.

[Library, Online Reference Materials, and Resources](#)

The library is a comprehensive, learning resource center providing information in print, digital, and multimedia formats to support the educational objectives of the College. In addition to in-house materials, online services and resources can be accessed through the LRC website. Library hours are posted each semester at the building entrance and on the LRC website at [Learning Resource Center](#)

[Assistance for Military and Veterans](#)

Northwest Florida State College supports our military and veterans students. You may contact NWFSC Eglin AFB Education Services Building at 850-200-4180 or NWFSC Hurlburt Center Educational Services Building at 850-200-4190 or visit our website: [Support Our Military](#)

[Students with Disabilities](#)

Northwest Florida State College supports an inclusive learning environment for all students. If you have disabilities for which accommodations may be appropriate to assist you in this class, please contact the Office of Disability Support Services on the Niceville Campus, or call 850-729-6079 (TDD 1-800-955-8771 or Voice 1-800-955-8770).

Associate Degree Nursing Philosophy

This **Philosophy Statement** of the Northwest Florida State College (NWFSC) Associate Degree Nursing (ADN) Program is a collective representation of the members of the nursing faculty as individuals and as a teaching group. This philosophy guides us in the development of our nursing program.

Nurses:

Using a holistic and scientific approach, nurses provide care to diverse populations in diverse settings. Nurses use compassion, critical thinking, and effective communication to assess, plan, implement, and evaluate care. As an accountable member of health care teams, nurses design, manage, and coordinate care. In formulating health care decisions, nurses incorporate evidence-based practice, high ethical standards, and client advocacy, leading to an overall improvement in client outcomes. As responsible members of the profession, nurses support high quality and cost effective health care to clients across the life span.

Nursing:

Nursing is a creative, caring, scientific, and scholarly profession. Nursing focuses on using a broad range of skills and knowledge through the nursing process to assist diverse individuals, families, and groups within a community to achieve optimal health. Nursing actively advocates wellness promotion, illness prevention, and compassionate, affordable, effective health care. Nursing is derived from the biophysical and psychosocial sciences within a critical thinking framework.

Client:

Clients are holistic beings having physiological, psychosocial, intellectual, developmental, spiritual, cultural, and environmental needs. Clients have a right to choose and participate in their healthcare decisions. Clients include individuals, families, significant others, and support systems.

Health:

Health is defined as a client's ability to reach optimal functioning within a psychological, biological, physical, spiritual, and social environment.

Environment:

Environment encompasses all conditions affecting the health, life, and development of a client, and is characterized by uncertainty, rapid change, and opportunity.

Teaching and Learning:

The nursing faculty arranges a variety of methods and experiences to accommodate learners from diverse cultural backgrounds with different learning styles. The nursing faculty believes that a professional, caring, and open learning environment optimizes the teaching/learning process. Mutual respect is imperative for an effective teaching/learning atmosphere. The faculty uses various interactive learning methods to promote active participation in the learning process. Sequential learning allows for knowledge and skill retention by building upon skills and concepts over time. Members of the nursing faculty serve students as key resources and professional role models. The ADN Program Outcomes and Program Learning Outcomes provide the structure for the Nursing Curriculum. The mastery of concepts of each course guides students toward the successful achievement of the ADN Program Outcomes and entry into professional nursing practice.

Learners are individuals who bring personal learning styles, socio-economic and cultural influences, beliefs, attitudes and personal life experiences to the learning environment. Learners discover their potential for self-actualization through the learning process. Learning, a creative process that occurs independently and collaboratively, progresses through levels of complexity.

Nursing Learning Outcomes:

NWFSC ADN nursing education enables students to acquire the attitudes, knowledge, skills, and behaviors necessary for implementing safe nursing care.

Graduates are prepared to pass the national licensure examination and to practice as generalist members of an interdisciplinary health care team. As members of the discipline of nursing, graduates practice within the ethical, legal, and regulatory frameworks of nursing and standards of professional nursing practice. Graduates express positive comments about the quality of their education, are highly sought for employment, and receive excellent entry-level evaluations. The ADN Program at NWFSC provides a solid foundation for further personal and professional development leading to opportunities for continued growth and advancement in the nursing profession.