



Technical College of the Lowcountry
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NUR 134
Beginning Nursing Skills
Spring 2 2019

Course Description

NUR 134 Beginning Nursing Skills
Lec. 2.5 Lab. 7.5 Cr. 5

This course includes a study of beginning nursing skills. The course prepares the student to assist in patient care and function as efficient member of the nursing team.

Prerequisite: NUR 102 and NUR 105 Corequisites: PSY 201, BIO 210

5 Cr (1 lec/pres, 3 lab, clinical as assigned)

Course Focus

This course includes a study of beginning nursing skills. The course prepares the student to assist in patient care and function as efficient member of the nursing team.

Text and References

Treas, L. & Wilkinson, J. (2014). *Basic nursing: Concepts, Skills, & Reasoning*. Philadelphia, PA: F.A. Davis.

Vallerand, A. H., Sanoski, C. A., & Deglin, J.H., (2017). *Davis's drug guide for nurses*. (15th ed.). Philadelphia, PA: F.A. Davis.

A recent (less than 3 years old) laboratory/diagnostic reference of student's choice.

A laboratory pack is required and is available at the bookstore.

Course Outcomes. Upon successful completion of the course a student will be able to

1. name major events in the evolution of the nursing profession (1) *
2. describe the five (5) interwoven phases of the nursing process (1,6)*
3. describe nursing interventions that promote homeostasis (1, 2, 3, 4, 5, 6)*
4. identify variables that affect the pain experience (2,3, 4,5,6)*
5. define factors that influence care of the surgical patient (1,2,3,4, 5,6)*
6. describe interventions used to interrupt the chain of infection (2,3,4,5,6)*

Clinical Outcomes. Upon successful completion of the course a student will be able to

1. demonstrate professional behavior (1,2, 3,4,5,6)*
2. deliver culturally competent care (5)*
3. deliver care using the nursing process as a foundation (1,2,3,4,5,6)*
4. demonstrate interventions that promote homeostasis (1,2, 3,4,5,6)*
5. provide interventions to the patient at risk for/or experiencing pain (1,2,3 4,5,6)*
6. demonstrate proper techniques of infection control and isolation procedures (2,3,6)*
7. demonstrate safe and effective administration of medications (6) *
8. use appropriate and effective communication (1, 2, 4) *
9. provide teaching based on identified needs in plan of care (2,3) *

Course Goals

The following list of course goals will be addressed in the course. (*designates a CRUCIAL goal)

1. define keywords and terms
2. interpret major nursing history events
3. apply nursing process*
4. communicate professional qualities
5. describe nursing educational programs
6. discuss nursing history
7. display professional behavior
8. identify documentation guidelines
9. identify nursing interventions
10. weigh nursing roles
11. conduct nursing assessment*
12. explore nursing roles
13. use nursing process
14. communicate subjective and objective data*
15. formulate appropriate nursing diagnoses*
16. write nursing care plan
17. consider health concerns
18. identify client risk factors
19. assess pain experiences*
20. evaluate client outcomes
21. delegate client care activities
22. model nursing process
23. demonstrate medication administration rights*
24. develop nursing interventions*
25. illustrate care plan
26. demonstrate nursing interventions
27. evaluate nursing implications
28. illustrate nursing assessment steps
29. discuss key cardiac terms
30. interpret assessment findings
31. develop care plan*
32. explore common respiratory diagnostic procedures
33. explore cultural backgrounds

34. sequence evaluation process
35. determine clients progress
36. discuss pain experience
37. determine surgical patient factors
38. illustrate oxygen therapy
39. discuss pain process
40. express patient data
41. compare pain experiences
42. list basic wound care procedures
43. explain heart beat regulation
44. select appropriate interventions
45. express wound care options
46. discern pain treatments
47. examine skin care products
48. select nursing diagnoses
49. sequence head to toe assessment
50. weigh wound care measures
51. explain common diets
52. select nursing interventions
53. plan client care interventions
54. Foley catheter procedure*
55. imitate sterile procedure
56. plan pain management interventions
57. promote homeostasis
58. describe reverse isolation
59. state tube feeding procedure
60. develop cultural competence
61. explain postoperative complications
62. use tube feeding pump
63. recognize dietary needs
64. cite cancer risk factors
65. discuss common cancer treatments
66. describe preoperative nursing care
67. clarify infection control
68. compare isolation procedures
69. control infection chain
70. depict cancer prevention strategies
71. modify care plan
72. list operative care guidelines
73. state illness behavior variables
74. state preventive care levels
75. ostomy care

Student Contributions

Classes are designed to employ a variety of teaching techniques. In order to maximize learning, required readings and Web enhanced sections should be done prior to class. If a student is falling behind in

clinical performance and/or academic achievement, it is imperative to seek immediate assistance from the instructor.

In order to perform at a satisfactory level in the clinical area, students must be prepared, on a daily basis, to do the following:

1. demonstrate a thorough knowledge of patient's condition and related nursing care;
2. complete clinical assignments (e.g. written assignments, care planning, patient care), on time and in the prescribed manner;
3. arrive on time and in proper uniform;
4. give a complete report on all assigned patients to the assigned nurse or charge nurse before leaving the clinical unit each day;
5. utilize the nursing process in the delivery of safe and competent patient care;
6. accurately perform nursing skills and procedures learned in campus lab;
7. correctly apply all previously mastered knowledge, skills, and abilities.

Students not prepared to care for his/her assigned patient(s) will be given an unsatisfactory for the day.

Achievement assessments are given to assist in the evaluation of individual student progress and to support student success. The dates for completion of these tests are posted on the course calendar. Students who do not achieve the required scores are encouraged to meet with the course coordinator and complete the prescribed remediation. The date for completion of remediation, completion of Kaplan tutorials, focused reviews, and practice assessments when required, are due prior to designated dates as determined by the course coordinator. Failure to complete Kaplan testing, tutorials, focused reviews, or required remediation by the dates indicated will result in a grade of Incomplete ("I") for the course and non-progression in the nursing program. Students having difficulty with either the tests, tutorials, focused reviews, or remediation components of this course must speak personally with the course coordinator three (3) business days or more in advance of the published due dates.

Students must receive satisfactory on clinical and laboratory evaluations to pass the course.

Students must receive a "satisfactory" in all *NUR 134* clinical outcomes in order to pass the course and progress in the nursing sequence. An "unsatisfactory" in *NUR 134* clinical results in failure of the course.

Nursing laboratory. Learning experiences in the nursing laboratory provide an opportunity for the student to become familiar with equipment and techniques. The student utilizes the nursing laboratory to practice new skills. Skills must be practiced in the laboratory before being used in the clinical setting. Competence must be demonstrated in the nursing laboratory and clinical setting. Students are responsible for material covered in campus laboratory. In order to progress in the course and program, by the end of the course each student **MUST** achieve a satisfactory skill criterion and demonstrate competence in laboratory skills.

At the conclusion of each laboratory experience, the student's performance is evaluated. The student is awarded 1 point for each satisfactory performance and 0 points if performance is unsatisfactory. The student's performance is evaluated based on environmental contribution, attendance, and preparedness. Expectations include:

1. Contributing to a productive learning environment for self and others by
 - a. being prepared for the lab activities by reading and watching DVD if applicable

- b. answering questions and identifying steps or processes about skill
 - c. demonstrating mastery of skills
 - d. remaining attentive
2. Arriving and departing on time. Attendance is expected for each scheduled laboratory experience.

See **Course Evaluation** for point requirements in this course.

Course Evaluation

Graded Activities

Exam 1	28%
Exam 2	28%
Writing Assignment	5%
<u>Final Exam</u>	<u>39%</u>
Total	100%

Laboratory	Must earn at least 4 points to be Satisfactory
Clinical experience	Satisfactory
Kaplan assignments	As per course calendar

Please note, all items must be completed/be satisfactory or you do not fulfill the course requirements and do not pass the course

Course Schedule

Lecture: Tuesday and Wednesday, 2 hour lecture, as per the schedule and weekly one hour web lessons.

Clinical/Lab: Orientation & total of 112 combined clinical/lab hours

Course website: <http://tclbb.vmc3.com/> or www.tcl.edu

Clinical: ***Clinical hours will vary based on the clinical facility's census, requirements, and designated clinical outcomes within the course. Clinical dates are subject to change and the student may be required to attend during alternate days, nights, and/or weekends as assigned.***

ADA STATEMENT

The Technical College of the Lowcountry provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the counselor for students with disabilities at (843) 525-8219 or (843) 525-8242 during the first ten business days of the academic term.

ATTENDANCE

The College's statement of policy indicates that students must attend ninety percent of total class hours or they will be in violation of the attendance policy.

1. Students not physically attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
2. Students taking an online/internet class must sign in **and** communicate with the instructor within the first ten calendar days from the start of the semester to indicate attendance in the class. Students not attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING. Attendance in an online course is defined by: at least once weekly course access and completion of assignments as required by the instructor. Additional access is encouraged and may be necessary for successful completion of classes.
3. Reinstatement requires the signature of the Division Dean.
 - a. In the event it becomes necessary for a student to withdraw from the course **OR if a student stops attending class, it is the student's responsibility to initiate and complete the necessary paperwork.** Withdrawing from class may have consequences associated with financial aid and time to completion. Students are strongly encouraged to consult with Financial Aid prior to withdrawing from any class, particularly if the student is currently on a warning or probation status.
 - b. When a student exceeds the allowed absences, the student is in violation of the attendance policy. The instructor **MUST** withdrawal the student with a grade of "W", "WP", or "WF" depending on the date the student exceeded the allowed absences and the student's progress up to the last date of attendance
or
 - c. under extenuating circumstances and at the discretion of the faculty member teaching the class, allow the student to continue in the class and make-up the work. This exception must be documented at the time the allowed absences are exceeded.
 - d. Absences are counted from the first day of class. There are no "excused" absences. All absences are counted, regardless of the reason for the absence.
4. A student must take the final exam or be excused from the final exam in order to earn a non-withdrawal grade.
5. Students are expected to be in class *on time*. Arrival to class after the scheduled start time or leaving class prior to dismissal counts as a tardy. Three tardies and/or early departures are considered as one absence unless stated otherwise. Arrival to class, clinical, and lab by the published time is an expectation for all students. Class, clinical, and lab times are measured by

the clock in these teaching areas. Failure to attend class, clinical, and lab on time as measured by the clock in these areas may result in point reductions.

6. It is the student's responsibility to sign the roll/verify attendance with instructor upon entering the classroom. Failure to sign the roll/verify attendance results in a recorded absence. In the event of tardiness, it is the student's responsibility to insure that attendance is marked.
7. **The student is responsible** for all material/ announcements presented, whether present or absent.
8. Continuity of classroom and laboratory (which includes clinical experiences) is essential to the student's progress in providing safe and competent patient care. Students are expected to use appropriate judgment for participating in clinical activities. To evaluate the student's knowledge and skills, it is necessary for the student to be present for all clinical experiences. **If absence does occur, the clinical facility must be notified via phone message no later than 30 minutes prior to your clinical start time along with Division of Health Sciences Administrative Assistant also being notified by telephone no later than 30 minutes prior to the start of the clinical experience.** The Division of Health Sciences telephone number is **(843-525-8267)**. Additionally, you must notify the course coordinator via email of the absence.

Absences from the clinical area are strongly discouraged. The attendance policy applies to clinical activities. **"NO CALL, NO SHOW"** for clinical is unprofessional conduct and **THE STUDENT WILL BE WITHDRAWN FROM THE PROGRAM.** The student must complete all clinical dates in order to be eligible for progression in the nursing program.

Please refer to the Division Handbook for clarification of the No Call/No Show process.

A copy of TCL's STATEMENT OF POLICY NUMBER: 3-1-307 CLASS ATTENDANCE (WITHDRAWAL) is on file in the Division Office and in the Learning Resources Center.

HAZARDOUS WEATHER

In case weather conditions are so severe that operation of the College may clearly pose a hardship on students and staff traveling to the College, notification of closing will be made through the following radio and television stations: WYKZ 98.7, WGCO 98.3, WGZO 103.1, WFXH 106.1, WWVW 106.9, WLOW 107.9, WGZR 104.9, WFXH 1130 AM, WLVA 101.1, WSOK 1230 AM, WAEV 97.3, WTOG TV, WTGS TV, WJWJ TV, and WSAV TV. Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. www.tcl.regroup.com/signup.

ACADEMIC MISCONDUCT

There is no tolerance at TCL for academic dishonesty and misconduct. The College expects all students to conduct themselves with dignity and to maintain high standards of responsible citizenship.

It is the student's responsibility to address any questions regarding what might constitute academic misconduct to the course instructor for further clarification.

The College adheres to the Student Code for the South Carolina Technical College System. Copies of the Student Code and Grievance Procedure are provided in the *TCL Student Handbook*, the Division Office, and the Learning Resources Center.

Health care professionals hold the public trust. Academic misconduct by health science students calls that trust into question and academic integrity is expected.

It is a fundamental requirement that any work presented by students will be their own. Examples of academic misconduct include (but are not limited to):

1. copying the work of another student or allowing another student to copy working papers, printed output, electronic files, quizzes, tests, or assignments.
2. completing the work of another student or allowing another student to complete or contribute to working papers, printed output, electronic files, quizzes, tests, or assignments.
3. viewing another student's computer screen during a quiz or examinations.
4. talking or communicating with another student during a test.
5. violating procedures prescribed by the instructor to protect the integrity of a quiz, test, or assignment.
6. plagiarism in any form, including, but not limited to: copying/pasting from a website, textbook, previously submitted student work, or any instructor-prepared class material; obvious violation of any copyright-protected materials.
7. knowingly aiding a person involved in academic misconduct.
8. providing false information to staff and/or faculty.
9. entering an office unaccompanied by faculty or staff.
10. misuse of electronic devices.

GRADING POLICY

Grading scale	
90% - 100% A	W withdraw
82% - 89% B	WP withdraw with passing grade
75% - 81% C	WF withdraw with failing grade
70% - 74% D	I Incomplete
Below 70% F	

Grading Methodology. The final grade must be 75.000 or more in order to pass the course and progress in the program. Students absent from an examination or presentation will receive a "0" grade for the examination unless other arrangements are made with the individual instructor prior to the examination or presentation day or on the examination or presentation day before the test/presentation is scheduled to be given Arrangements may be completed by telephone. If the instructor is not available, a message should be left on the instructor's voice mail AND with another member of the faculty or administrative assistant. Messages sent by other students are unacceptable. The student is responsible

for notifying the instructor for the reason of the absence. Students who are tardy for an examination will take the examination in the remaining allotted time. **All students are required to remove ALL watches and hats of any kind during exams and quizzes and place them in the front of the classroom with personal belongings and electronic devices. There is a 10 point penalty on the test for any noise emitting from an electronic device.**

***During paper examinations, only answers transferred and completed on Scantron sheets will be graded electronically to count towards the test score.**

Make up quizzes and/or examinations *may* be offered, at the instructor's discretion, during the final examination period. Additional options for make-up testing include reweighting the final examination. It is the responsibility of the student to contact the appropriate instructor to arrange to make up the examination. The instructor will decide the method of examination. Grades are posted on Blackboard within one week of administration of tests and examinations.

Students with concerns or questions regarding grades earned should contact the course coordinator within one week of grades being posted. Students who score a 75 or less on exam 1 must create an academic success plan and meet with the course coordinator or instructor to discuss success strategies. Students must meet with the course coordinator within two weeks of taking exam 1.

Grading policy for Scholarly papers TCL Nursing Division

In order to provide a clear and concise method for evaluating students' written work, the following steps will be taken to ensure consistency and fairness:

- 1) Each course that requires the written submission of a formal paper will include a grading rubric in the course syllabus.
- 2) The signed syllabus acknowledgment form will serve as affirmation that the student is aware of the rubric and expectations prior to submission of written work.
- 3) When graded, the rubric will be attached to the submitted work so the student can see where points were awarded/deducted.
- 4) Students wishing to discuss the assigned grade for the paper must make an appointment with the course coordinator to discuss the findings. Class time may not be used for individual conferences.
- 5) Students will be made aware of TCL resources to assist with writing skills (LRC, reading lab) and encouraged to use these resources prior to submitting written work. Rubrics may have point deduction for failure to submit work to the LRC prior to submission to the course coordinator. Submission method is determined by the course coordinator.
- 6) Point deductions for late submission are expected to be included in the grading rubric.

- 7) In the event a grade below 75 is given, a second faculty member will be asked to read the paper and grade according to the rubric. The final grade will be the average of the two grades. The student may not request a third read.
- 8) Written work is to be held by the course coordinator until the end of the semester after final grades have been posted.
- 9) In the event a student challenges a paper grade, the student is expected to contact the course coordinator to discuss the findings. The student is expected to conduct oneself in a professional manner and remain civil during this process. A deviation from expected behavior may result in a learning contract.
- 10) Any written submission must be time-stamped by Health Science administrative personnel prior to placing in an instructor's mailbox.

Honorlock Online Proctoring and Technology Requirements

TCL uses an online test proctoring service called Honorlock to monitor some online tests as an alternative to in-person proctoring. Your instructor may elect to have some of your tests proctored using Honorlock. If so, you will need to make sure that you have access to the necessary equipment in order to take your online-proctored tests:

- A computer with access to a high speed Internet connection
- A webcam and microphone. A functioning webcam and microphone are required to complete proctored online tests.
- Microsoft Office. Microsoft Office can be downloaded for free by accessing the Office 365 link in you TCL email account.
- The ability to install the Honorlock extension on Google Chrome

Course Instructor: Amanda Simmons, MSN, RN
OFFICE LOCATION: Building 2, Room 215
TELEPHONE NUMBER: 843-470-8410
E-MAIL: asimmons@tcl.edu
Office Hours: By appointment

Course Coordinator: DeAnne Johnson, MSN, RN
OFFICE LOCATION: Building 2, Room 240
TELEPHONE NUMBER: (843) 525-8256
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Office Hours: By appointment

TECHNICAL COLLEGE OF THE LOWCOUNTRY
Division of Health Sciences
Nursing Program

NUR 134 CLINICAL EVALUATION

Name: _____ Term and Academic Year: _____

Clinical Unit(s): _____ Instructor: _____

Conferences on clinical performance will be held in the middle of the clinical rotation and at the completion of the course. The midterm progress report is formative and the final evaluation is summative. Additional conferences are held as necessary. The final summative evaluation addresses completion of outcomes, identification of strengths and areas needing further development. At the final evaluation, all clinical outcomes must be rated as satisfactory in order to successfully fulfill the clinical component of the course.

Formative evaluation will be rated:

S = Satisfactory

ND = Needs development

U = Unsatisfactory

NO = Not observed

Summative Evaluation will be rated:

S = Satisfactory

U = Unsatisfactory

The student will:	Formative	Summative
1. Demonstrate professional behavior. <i>Minimum expectations:</i> <ol style="list-style-type: none"> a. Pre clinical worksheets accurate and on time b. Demonstrates responsibility for own actions. c. Dresses in accordance with uniform policy d. Arrives and departs on time. e. Practices within the appropriate scope. f. Utilizes feedback to improve nursing practice g. Display a caring attitude during patient interaction 		
2. Use appropriate and effective communication <i>Minimum expectations:</i> <ol style="list-style-type: none"> a. Document findings accurately and in a timely manner b. Deliver appropriate report to the patient's assigned nurse at the end of the clinical day c. Clinical paperwork is accurate and submitted as assigned d. Use appropriate communication with patients, families, peers, instructor, and health care team. 		
3. Deliver culturally competent care <i>Minimum expectations:</i> <ol style="list-style-type: none"> a. Demonstrates familiarity with cultures that are dominant within the clinical area b. Is nonjudgmental c. Respects the individual as a person d. Respects religious and cultural beliefs and values e. Considers patient's cultural background and impact on care 		
4. Demonstrate interventions that promote homeostasis. <i>Minimum expectations:</i> <ol style="list-style-type: none"> a. Identify laboratory values that require intervention. b. Reports promptly vital signs and blood glucose levels that are out of range. 		

c. Monitors nutritional status and fluid and electrolyte balance		
5. Provide interventions to the patient at risk for/or experiencing pain <i>Minimum expectations:</i> a. Performs accurate assessment of pain b. Implements interventions to decrease or alleviate pain c. Performs evaluation of pain		
6. Demonstrate proper techniques of infection control and isolation procedures <i>Minimum expectations:</i> a. Demonstrates proper handwashing b. Implement correct isolation precautions when indicated		
7. Demonstrate safe and effective administration of medications. <i>Minimum expectations:</i> a. Correctly identifies patient before administering medications b. Implement six rights of medication administration c. Demonstrates knowledge about each medication d. Accurately solves dosage calculation problems e. Administer medication utilizing proper technique f. Administers medications on time		
8. Provide teaching based on identified needs in plan of care <i>Minimum expectations:</i> a. Provide medication education to assigned patient(s). b. Teach based on identified patient priorities. c. Document patient education.		

Formative Evaluation

Times tardy: _____ Clinical Absences: _____ Total time not available for clinical experience:

Instructor comments:

Student comments:

Student _____ Date _____ Instructor _____ Date _____

Summative Evaluation

Total times tardy: _____ Clinical Absences: _____ Total time not available for clinical experience:

Instructor comments:

Student comments:

Student _____ Date _____

Instructor _____ Date _____ Final Grade _____