

The University of Texas at El Paso College of Nursing**SEMESTER:** Fall 2023**COURSE TITLE:** Nursing 4511 – Population Focused Care

COURSE DESCRIPTION: This course is intended to introduce students to nursing care of patients, families, aggregates, and communities. Principles and practices of community health are discussed. Emphasis is placed on assessing factors that influence the health of populations and the use of evidence-based practices in the delivery of spiritually and culturally appropriate health promotion and disease prevention interventions. The role of the nurse as an advocate for social justice is explored.

COURSE OVERVIEW: This course is designed as a culminating community health experience. The student will synthesize and analyze previous learning to address the needs of aggregates within the community. Critical thinking is an expectation in the course.

COURSE PRE-REQUISITES: Successful completion of all program requirements up to and including 7th-semester courses.

CREDIT ALLOCATION: Total Credit/Contact Hours: 5.00 (3-2-0)

FACULTY INFORMATION: **Course Manager: Danielle Webster, MSN, RN**
Office: 301
Office Hours: Mondays: 11:00 pm-1:00 pm
By appointment only
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Didactic Instructor: Dr. Lizzette Villanueva
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Clinical Instructors: TBA
Phone: Will be given to clinical group
Email: Will be given to clinical group

REQUIRED TEXTBOOKS

DeMarco and Healey-Walsh: Community and Public Health Nursing: Evidence for Practice, Third Edition (Rosanna F. DeMarco and Judith Healey-Walsh). ISBN: 978-1975111694

ATI Engage Community and Public Health RN [ACCESS CODE]
Purchase at the Bookstore

American Psychological Association Manual (2019). *Publication manual of the American Psychological Association (7th edition)*. Washington, DC: American Psychological Association

RECOMMENDED TEXTBOOKS

All other textbooks from your previous classes.

COURSE OBJECTIVES

1. Analyze the role and the responsibilities of the baccalaureate-prepared nurse in promoting the health of patients, families, aggregates, and populations.
2. Synthesize knowledge of physiological, psychological, sociopolitical, and spiritual influences in assessing and planning care for aggregates within communities.
3. Use healthcare information systems and patient care technology to provide preventive care and communicate relevant patient information with members of the inter-professional healthcare team.
4. Apply decision-making skills and clinical judgment in providing patient care during disaster, mass casualty, and other emergency situations.
5. Analyze outcomes of the delivery of care for patients, aggregates, and populations to determine the allocation of resources and drive policy development.
6. Integrate behavioral change theories in the delivery of health promotion and disease prevention interventions to patients, families, aggregates, and populations.
7. Discuss determinants of health, including the role of social, cultural, economic, and environmental factors across various groups, communities, and populations.
8. Develop an intervention plan in collaboration with healthcare team members that consider determinants of health, availability of resources, diversity, personal values, and activities directed towards health promotion, disease and injury prevention, disability, and premature death.
9. Examine the efficiency, cost-effectiveness, and equity of clinical prevention and population-focused interventions and value the impact on health indicators outlined in Healthy People 2020 goals.
10. Define the health of vulnerable populations, eliminate health disparities, and promote social justice.
11. Incorporate evidence-based practice strategies in the provision of care, including health teaching, screening, outreach, disease and outbreak investigation, referral, and follow-up, across various groups, communities, and populations.

12. Explain basic epidemiological concepts, including risk, the natural history of the disease, levels of prevention, epidemiological triangle, the web of causation, and public health surveillance.

CLINICAL OBJECTIVES

1. Use the nursing process as a framework for providing nursing care:
 - A. Perform a comprehensive assessment of a community.
 - B. Contribute to developing an intervention plan based on data collected during the community assessment.
 - C. Select cultural and age-appropriate interventions for the target group, community, or population.
 - D. Implement nursing care that is safe and based on the established intervention plan.
 - E. Use clinical judgment when providing care to a group, community, or population and participating in evaluating expected outcomes.
2. Promote continuity of health care within the health care team and across various settings:
 - A. Participate as a member of the community-based interprofessional health care team.
 - B. Communicate patient-related information to members of the community-based interprofessional health care team.
 - C. Plan and Provide health-related education to groups, communities, and populations.
 - D. Use information technology to document patient information and communicate with the community-based interprofessional health care team members.
3. Use scientific principles and evidence-based practice as a foundation for nursing practice:
 - A. Apply knowledge of pathophysiology, pharmacology, and nutrition when providing health-related education and care to groups, communities, and populations.
 - B. Use appropriate resources when determining best-established practices for health-related education and care to groups, communities, and populations.
 - C. Use scientific evidence as a basis for nursing practice.
4. Provide high-quality nursing care in an environment that is safe for the patient, self, and others
 - A. Use communication techniques that facilitate the development of a therapeutic, caring nurse-patient relationship.
 - B. Intervene for the group, community, or population when health care or health-related issues arise.
 - C. Identify issues that affect the quality of care and participate in activities that promote improvements in quality or access.
 - D. Identify actual and potential environmental safety risks while providing a safe environment for the patient, self, and others.
 - E. Use leadership skills to enhance efficient care delivery to groups, communities, and populations.
5. Practice nursing in a professional, ethical, and legal manner
 - A. Provide nursing in accordance with professional standards.

- B. Provide nursing in a professional, ethical, and legal manner/ Practice nursing in an ethical manner.
 - C. Provide nursing in a professional, ethical, and legal manner/ Practice nursing within established legal parameters.
 - D. Demonstrate nursing in a professional, ethical, and legal manner/ Accept accountability and responsibility for care provided to groups, communities, and populations.
6. Use communication that promotes an effective exchange of information.
- A. Model responsibility for effective exchange of information with groups, communities, and populations.
 - B. Identify barriers to effective communication and make appropriate changes in communication.
 - C. Communicate effectively with the community-based health care team and report issues that indicate conflict is impacting patient care.

PROGRAM LEARNING OUTCOMES, BSN ESSENTIALS, DEC:

UTEP SON PLOs (Level 3 Program Outcomes) & QSEN Competencies *: Patient-Centered Care*, Teamwork & Collaboration*, Evidence-Based Practice*, Quality Improvement*, Safety*, Informatics*, Professionalism, Leadership, Communication, Systems-Based Practice, Health Promotion & Education

BSN Essentials (AACN): Essential I, II, III, IV, V, VI, VII, VIII, IX

Differentiated Essential Competencies (DECs) for Baccalaureate Degree (BSN) *version year 2010

Member of the Profession A, B, C, D

Provider of Patient-Centered Care A, B, C, D, E, F, G, H

Patient Safety Advocate, A, B, C, D, E, F

Member of the Health Care Team A, B, C, D, E, F, G

TEACHING METHODOLOGIES:

Methodologies include team-based learning, case studies, field experience, group work, class assignments, simulation, precepted clinical, virtual clinical activities. This course is **FACE-TO-FACE** but may transition online with some **synchronous [time you must be online]** components [based on the ongoing SARS-CoV-2 pandemic], as listed on the calendar.

TECHNOLOGY REQUIREMENTS

Course content is delivered via the Internet through the Blackboard learning management system. Ensure your UTEP email account is working and that you have access to the Web and a stable web browser. Google Chrome and Mozilla Firefox are the best browsers for Blackboard; other browsers may cause complications. When having technical difficulties, update your browser, clear your cache, or switch to another browser.

You will need access to a computer/laptop, scanner, webcam, and a microphone. You will need to download or update the following software: Microsoft Office, Adobe Acrobat Reader, Windows Media Player, QuickTime, and Java. Check that your computer hardware and software are up-to-date and can access all parts of the course.

If you do not have a word-processing software, you can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook, and more) for free via UTEP's Microsoft Office Portal. Click the following link for more information about [Microsoft Office 365](#) and follow the instructions.

IMPORTANT: If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP [Help Desk](#), as they are explicitly trained in assisting with the technological needs of students. Please do not contact me for this type of assistance. The Help Desk is much better equipped than we are to assist you!

UTEP provides a variety of student services and support:

Technology Resources

- [Help Desk](#): Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, website, or in person if on campus.

Academic Resources

- UTEP Library: Access a wide range of resources, including online, full-text access to thousands of journals and eBooks, plus reference service and librarian assistance for enrolled students. <https://www.utep.edu/library/>
- [University Writing Center \(UWC\)](#): Submit papers for writing style and formatting assistance, ask a tutor for help and explore other writing resources.
- [Math Tutoring Center \(MaRCS\)](#): Ask a tutor for help and explore other available math resources.
- History Tutoring Center: Receive assistance with writing history papers, getting help from a tutor, and exploring other history resources. <https://www.utep.edu/liberalarts/history/resources/student-resource/history-tutoring-center.html>
- RefWorks: A bibliographic citation tool; check out the RefWorks tutorial, Fact Sheet, and Quick-Start Guide. <https://refworks.proquest.com>

Individual Resources

- [Military Student Success Center](#): Helps assist personnel in any branch of service to reach their educational goals.
- [Center for Accommodations and Support Services](#): Assists students with ADA-related accommodations for coursework, housing, and internships.
- [Counseling and Psychological Services](#): Provides a variety of counseling services, including individual, couples, and group sessions as well as career and disability assessments.

GRADING POLICY AND STRUCTURE

Didactic course with a clinical component or mentorship

- a. **Students must maintain a minimum average of 75% on didactic course work. This constitutes the didactic evaluation of a course. Achieving less than a minimum average of 75% in the didactic portion of the course results in course failure. There is no rounding of grades and fractional points will be dropped for final didactic grade. Extra credit is not permitted.**
 - b. Clinical component/mentorship related assignments must meet the minimum average of 75%. Grades or points given for clinical component/mentorship-related assignments are factored into the overall course grade **only** if the student has passed didactic coursework with a minimum of 75%.
 - c. **All Phase 3 didactic & clinical component/mentorship work is mandatory.**
 - d. **Failure to complete an assignment will result in a failing grade at the course manager's discretion.**
 - e. **Failure to complete a non-graded assignment will result in an incomplete in the course.**
 - f. **The student will have a Clinical Evaluation for the clinical rotation. Students must achieve 4=Outstanding, 3=Satisfactory level, NO=No Opportunity or NA=Not Applicable in every criterion on the summative evaluation by the end of the semester. Acquiring a 2=Needs Improvement and/or 1=Unsatisfactory on the summative evaluation is not passing criteria.**
 - g. Students must pass **both** the didactic and the clinical or lab components of a course. Failure of either component results in failure of the entire course.
 - h. Clinical performance is evaluated **with a Clinical Evaluation Tool.**
- *Students are required to take and pass the Dosage Calculation exam at a 90% level PRIOR to participating in clinical experiences.* (See Dosage Calculation Policy).

GRADING SCALE:

Grading Breakdown:

Didactic: (90%)

- | | |
|-----------------------------|---------------|
| • 5 Chapter Quizzes | (5% Each)=25% |
| • 5 In-class Group Projects | (5% Each)=25% |
| • Peer Evaluation | 5% |
| • ATI Proctored Assessment | 10% |
| • Midterm Exam | 10% |
| • Final Exam | 15% |

Clinical: (10%)

- | | |
|--------------------------------------|---------------------------|
| • Clinical Critical Analysis Project | 10% |
| • Clinical Windshield Survey | 0% (10 hrs Clinical Time) |

Total= 100%

Dosage Calculation **Pass at 90%**
(Three attempts maximum prior to clinical placement)

Clinical Performance **Pass/Fail**
(Competency in care setting AND simulation/virtual)

Grading Scale:

90 – 100 = A
80 – 89 = B
75 – 79 = C
60 – 74 = D
< 60 = F

REQUIRED Non-Graded Assignments:

Dosage Calculation exam: See below.

HOPE Health Fair participation and/or Interprofessional Education Event (IPE) is mandatory (if one is assigned), count toward clinical hours as a complete/incomplete, and is considered a clinical absence if a student does not attend (Note: a second clinical absence will result in a course and clinical failure). Reflections must be completed and submitted on Blackboard for hours to count towards clinical for the HOPE Health Fair and IPE events. If the reflections are not done, the hours will not be counted.

ATI Learning Systems RN 3.0 Community Practice and Final, ATI Practice A and B, ATI Remediation, and 18 ATI Engage Series Practice Tests:

(ATI assignments must be submitted to the appropriate link on Blackboard by the deadline. Any ATI assignments not submitted to Blackboard by the deadline, regardless of whether they were completed and time stamped on ATI, will result in a zero. The grade will not be changed. **All ATI assignments must be completed and submitted to pass the course and receive a course grade. Even though a student might receive a zero on an ATI assignment, it must still be submitted in order to pass the course.**)

Community Scenario Days and prep work (if applicable)

Clinical Windshield Group Project

Passport packet with information on your site (clinical prep-work) is required for continued work in clinical sites and/or Virtual sites if assigned. The due date is as stated on the calendar. If assigned and the Passport is not completed within the allotted time frame, the student will be removed from the clinical site and is not permitted to return until the Passport is completed.

My Learning reflection assignment per policy. The My Learning Reflection is mandatory, and an incomplete will be given if the assignment is not submitted on Blackboard by the end of the course. See below. To download the My Learning Report that needs to be attached to your My Learning Reflection prompts, click on the "My Learning" link on the left-hand side of the blackboard page. Students should submit the *My Learning Report* and *My Learning Reflection Prompts* together. It is submitted through safe assign and will be checked for plagiarism. This is an individual assignment, and students are not allowed to copy from another student or submit a previous My Learning Reflection from a prior course. This is considered plagiarism and will be reported to OSCCR, which may result in an incomplete in the course.

COURSE POLICIES:

ACADEMIC REGULATIONS

Review in UT El Paso Undergraduate Student Catalog and the **College of Nursing Student Handbook** the following policies: *Religious Observance, Clinical Compliance, Ethical and Responsible Use of Social Media, Policy on Academic Integrity, Professional Attire and Uniform Guidance, Progression Policy, and Safe & Effective Nursing Practice Policy, Statement on Disability, Cell Phone Policy During Testing and Student Injury in Clinical Policy.*

ATI

It is a course requirement for all students to take the nationally standardized exam provided by Assessment Technologies Incorporated (ATI). Students not achieving a passing standard will be required to remediate and to submit documentation of this remediation in accordance with Course Manager's protocol. Students will receive an 'Incomplete' in the course until/unless this remediation is accomplished. **See the College of Nursing Student Handbook for the ATI Policy and Procedures.**

ATTENDANCE:

Students are expected to attend all classes and to arrive on time. Late comers are asked to enter quietly and unobtrusively. Students are responsible for the content and/or announcements presented in class or clinical sessions whether present or not.

BLACKBOARD

Students are required to subscribe to and access the course Blackboard site. Blackboard is the main source of communication between faculty and students. Students are encouraged to access this site on a daily basis. Course syllabus, calendar, topical outline of scheduled lectures, assigned readings, and clinical assignment criteria are posted on this site. Grades will be made available **ONLY** through this site.

COMMUNICATION

Communication is the responsibility of both students and faculty. The faculty will keep students informed of progress in both theory and clinical. Students with questions or concerns should:

-First go to the appropriate faculty member. Please see the course manager (Danielle Webster) if it is a didactic issue. Please see the clinical instructor first prior to seeing the course manager if it is a clinical issue.

-If not resolved, then follow the appropriate chain of command in the sequence as identified below:

Course manager (Ms. Danielle Webster)

Director of Program (Dr. Tracey Merworth)

Assistant Dean for Undergraduate Education (Dr. Laura Rodriguez)

College of Nursing Dean (Dr. Leslie Robbins)

- **Office Hours:** I will have office hours for your questions and comments about the course.
- **Email:** UTEP email is the best way to contact me. I will make every attempt to respond to your email within 24 business hours of receipt. **When sending an email to the didactic instructor, be sure to also copy the course manager (Danielle Webster) on your email.** Please email from your UTEP student account. In the body of your email, clearly state your question. At the end of your email, be sure to put your first and last name, and your university identification number.
- **Announcements:** Check the Blackboard announcements and your email frequently each day for any updates, deadlines, or other important messages.
- Students may text the course manager (Danielle Webster) during normal business hours and if needed, until 9:00 pm. Students should not contact other faculty after normal business hours unless there is an emergency i.e., Forgetting an assignment was due is **not** an emergent matter.

Cell Phones

- **The use of a cell phone as a mobile hot spot is prohibited unless expressly approved by the course manager.**
- In case of emergency, friends/family may call the College of Nursing operator at 747-7280 with name of student and course number and the message will be relayed.
- All cell phones, tablets, or other electronic devices that are not in use for the quiz or exam must be turned off during testing or quizzes as many of these devices connect automatically to WiFi, and the buzzing sound associated with putting the device in vibrate mode is a distraction to many. Be considerate of your peers.
- **All cell phones should be put away during class time. Having cell phones out or using other electronic devices unrelated to course learning is considered rude and disrespectful to the instructors/presenters and other students. Be considerate and show everyone the same respect you would want if you presented to others.**

GRIEVANCES

Challenges to grades may be pursued only on the basis of malice, bias, arbitrary or capricious grade determination, or impermissible discrimination. In no event shall a challenge be pursued only on the basis of the standards employed in setting grades, so long as those

standards are employed impartially. Grievances **MUST** be in **WRITING** and filed through the College of Nursing chain of command. If the student is not satisfied with the outcome after using the chain of command, the student may consult with and/or file a challenge with the Chairperson of the University Student Welfare and Grievance Committee.

MY LEARNING REFLECTION

- A guided course reflection is required in this course. This reflection assignment will be a mandatory assignment in all Traditional Pre-Licensure Phase 3 and RN-BSN courses. The assignment will be due at the end of the course. Students who do not submit a completed document will receive an **INCOMPLETE** in the course and not be allowed to progress until the assignment is completed. **See UTEP SON Undergraduate My Learning Policy.**

POLICY ON SCHOLASTIC DISHONESTY

- Students are expected to be above reproach in all scholastic activities. Students who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and dismissal from the College of Nursing and/or university. Scholastic dishonesty includes but is not limited to reproducing test or quiz materials from memory, copy/paste or Xerox, cheating, plagiarism, collusion, the submission for credit or any work or materials that are attributable in whole or in part to another person, taking an examination for another person, and any act designed to give an unfair advantage to a student or the attempt to commit such acts. Regents' Rules and Regulations, Part One, Chapter VI, Section 3, Subsection 3.2, Subdivision 3.22.
- Since scholastic dishonesty harms the individual, all students, and the integrity of the College of Nursing and the university, policies on scholastic dishonesty will be strictly enforced. See detailed procedure in the Handbook of Operating Procedures available in the Office of the Dean of Students.

POLICY RELATING TO DISABILITY/ PREGNANCY/CASS/DISABILITY

Nursing is a physically and mentally challenging profession. Nurses are required to think critically and quickly in order to respond to patient care needs. Nurses are also expected to be able to assist patients in transfer, ambulation, and in activities of daily living. In order to do this, nurses must be able to lift, bend and be on their feet for extended periods of time. Nursing students are expected to be able to perform these functions. It is the responsibility of the student to inform the course manager of any limitations they may have in completing course expectations. Nursing students with limitations are advised to discuss these matters with The Center for Accommodations and Support Services (CASS) to determine if reasonable accommodations could be provided. Written guidelines related to accommodations from CASS must be submitted to the course manager **PRIOR** to accommodations being provided. If you have a disability and need classroom accommodations, please contact CASS at 747-5148, or by email to cass@utep.edu, or visit their office located in UTEP Union East, Room 106. For additional information, please visit the CASS website at www.sa.utep.edu/cass. *CASS' Staff are the only individuals who can validate and if need be, authorize accommodations for students with disabilities.*

- **Pregnancy:** It is the responsibility of the student to inform the instructor of pregnancy limitations. Written guidelines related to accommodations from The Center for

Accommodations and Support Services (CASS) must be submitted to the course manager PRIOR to the start of the course.

PROFESSIONAL BEHAVIOR:

- Students are expected to behave professionally *at all times* with faculty, peers, preceptors, and clients **and** in any setting in which the student is a representative of UTEP. Bullying, verbal abuse, insubordination, or personal attacks will not be tolerated in any form. Any behavior deemed inappropriate by faculty and/or preceptors will result in faculty conference(s), and completion of a Student Opting for Success (SOS) plan that addresses the student's areas of needed improvement. Possible activities available to assist the student in attaining the SOS objectives include stress and/or anger management counseling sessions. Inappropriate behaviors may result in removal from the clinical setting and/or an administrative withdrawal from the course and/or dismissal from the program.
- The following addresses expectation of infection control, safety, and hygiene applying to classroom and clinical practice settings. Students are expected to be mindful of personal hygiene and cleanliness of clothing and personal baggage. Aseptic techniques should be used when coughing, sneezing, and disposing of personal tissues. Students and faculty must be careful to create an image of cleanliness and health, avoiding personal body odors and excessive use of perfumed chemicals. Hair should be clean and neatly kept, skin should be clean and intact. Open wounds with drainage/swelling/ or lacerations should be cleansed/bandaged for the classroom setting; however, a physician's note is needed to be allowed into the skills practice lab or into a clinical rotation in the nursing program. **See *Professional Attire and Uniform Guidance Policy***

RETENTION (STUDENTS OPTING FOR SUCCESS)

When a student is not progressing in the course as expected, is not successful on an examination, or is not meeting clinical expectations, they will be required to meet with the instructor to discuss strategies for success as outlined on the SOS form. The SOS plan will identify recommendations for improving the student's success potential and will specify timelines for the completion of these recommendations. The SOS form (with all recommendations completed and all signatures in place) must be submitted to the course manager by the due date. **Non-compliance with SOS recommendations jeopardizes eligibility to repeat the course in the subsequent semester. Please see UG Remediation Policy and respective Blackboard homepage for the SOS form.**

UTEP TOBACCO POLICY

The University of Texas at El Paso (UTEP) appreciates your cooperation as we are a smoke and tobacco-free campus. The policy is part of the university's promotion of respect toward our environment and community. The use of tobacco products (including but not limited to cigarettes, cigars, pipes, water pipes, bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco or all other tobacco products) is prohibited in university buildings, grounds, sidewalks, walkways, and university-owned property and applies to all students, faculty, Staff, contractors, and visitors. For more information, visit www.tobaccofree.utep.edu.

DIDACTIC POLICIES

Attendance/Participation/Assignments

Class times are held on Wednesdays from 1300-1800 and various times on Saturdays until 1700. The days and times are posted on Goldmine and were made available during registration. By continuing with registration, students were not only acknowledging the days and times listed but agreeing to abide by those set days and times. If an absence is anticipated due to other plans (graduations, birthdays, anniversaries, etc.), vacations, holiday weekends, inability to find appropriate childcare on multiple occasions, work, etc., it is recommended that the student drop the course and register for the next upcoming semester when they can abide by the set days and times of the course; otherwise, a zero will be given for the day's graded assignments.

Attendance in the course is determined by participation in the course's learning activities. Your participation in the course is essential for your learning and success and creating a community of learners. The completion of the following activities determines participation:

- Students will be required to sign in and sign out for each class session with the instructor.
 - Any student caught signing in for another student will be reported to OSCCR, and both students will receive a zero for all graded assignments for the day.
- Arriving late or leaving early will not be tolerated.
 - Students who are grievously late, significantly more than once, will not be able to take the quiz and will receive a zero for the day's project. (If you anticipate being late or absent due to extenuating or unforeseen circumstances, you must inform the instructor immediately. Failure to do so **will result in a zero** for the day's assignments).
 - Case studies are part of the lecture, and any case studies missed due to tardiness will result in a **10-point deduction** from the daily project for that student's grade (**10 points for each case study missed**).
 - Group projects are part of the lecture, and each member is expected to participate. There are five group projects for didactic.
 - If you are absent and your group members sign your name to the project and turn in the assignment as though you are there, in that case, every group member will be reported to OSCCR for academic dishonesty, and every group member will receive a zero for the day's project, and the group will be dissolved. Each group member will then be responsible for carrying out all remaining graded assignments on their own.
 - Guest presenters are part of the lecture and related to particular units. Any unexcused absences for the presentations will result in **30 points deducted** from the unit project grade. Unexcused tardiness past 5 minutes will result in **15 points deducted** from the unit project grade.
- Reading/Viewing all course materials to ensure understanding of assignment requirements
- Participating in an engaging discussion with your peers and group members during course activities
- Participating in scheduled virtual sessions if assigned

- Other activities as indicated in the weekly units including completing blueprints and reading posted articles.
- **You are expected to participate with your group in didactic. If for any reason, there is an issue with professionalism, disrespect, bullying, not doing work, etc., you may be removed from your group. If you are removed from your group, you will NOT be placed into another group but will be responsible for all exams, assignments, and projects on your own.**

Because these activities are designed to contribute to your learning each week, they cannot be made up after their due date has passed unless approved by the course manager.

Assignments: All assignments and projects must be completed and submitted in order to pass the course and receive a course grade. Assignments submitted late without the course manager's approval will receive a deduction of 25 points for one day (24 hours). Assignments submitted more than 24 hours past the assigned due date/time will receive a zero (0) for that assignment. **Even though a student might receive a zero on an assignment, it must still be submitted in order to pass the course.** All references must be submitted in APA format. Extension(s) for any assignments will only be considered on an individual basis and at the course manager's discretion. **For this course, ALL assignments and projects must be completed and submitted in order to pass the course and receive a course grade. Grades on these assignments are factored into the overall course grade only if the student has achieved a minimum average score of 75% on all graded assignments. Any assignments not submitted (including non-graded required assignments) will result in an incomplete in the course.**

Students should not be working on any other assignments for other courses during class time. Any assignments submitted for another course during NURS 4511 class time will be relayed to the other course manager and may result in a change of grade at the other course manager's discretion. Assignments for NURS 4511 submitted during class time of another course and relayed to the course manager (Danielle Webster) will result in a zero for that assignment and/or a zero for that day's graded assignments at the course manager's discretion.

Students with ANY missing assignments will not be able to move on to clinicals.

Exams and Quizzes

There will be a total of five quizzes and two exams. The quizzes will be taken individually, and the exams will be taken as a group.

All quizzes and exams must be taken at the scheduled time. Make-up quizzes and exams are rarely given and are only provided due to extenuating circumstances, at the course manager's discretion, and **when the student has notified the instructor and course manager in advance of the scheduled quiz/exam.** If you miss a quiz/exam and it is rescheduled for another time, you will have to take the quiz/exam on your own in the course manager's office or at the CASS office. Online exams/quizzes or exams/quizzes taken at home are **NOT** an option. All quizzes and exams must be taken in person in the course manager's office or scheduled at the CASS office. If you are removed from your group, you will take the exams on your own. Examples of extenuating circumstances include extreme sickness, hospitalization (or hospitalization of immediate family

members), car accidents, death of an immediate family member, and other similar instances. Quizzes and exams will not be rescheduled due to absences related to lack of childcare on multiple occasions, lack of transportation, vacations, other out-of-town getaways, concerts, graduations, anniversaries, birthdays, and holiday weekends, and outside work/jobs, etc.

Quizzes and exams will be taken through Respondus Lockdown Browser and must be taken within the classroom. Any student discovered taking a quiz, or an exam outside of the testing room (in an unapproved location, in another room at the university, or at home) will receive a zero for the assignment and be reported to OSCCR for academic dishonesty and recommended for course failure and removal from the program.

Students are only allowed ONE attempt for quizzes and exams. They are NOT offered for retakes to achieve a higher score.

Group Projects

For every unit lecture, groups will be required to complete a project and submit it by the end of class.

Again, if you are absent or if you do not return to class and your group members sign your name to the project and turn in the assignment as though you are present, in that case, every group member will be reported to OSCCR for academic dishonesty (recommended for course failure and removal from the program), and every group member will receive a zero for the day's project, and the group will be dissolved. Each student will be responsible for carrying out all remaining graded assignments on their own dependent on the decision of OSCCR.

- Guest presenters are part of the lecture and related to particular units. Any unexcused absences for the presentations will result in **30 points deducted** from the unit project grade. Unexcused tardiness past 5 minutes will result in **15 points deducted** from the unit project grade.

Each group must create a group contract before starting their group work. The contract must also include steps to handle conflict within the group. If there are any issues with a student(s), and the rest of the group has referred to the contract without any resolution, the other group members may ask the course manager for a problematic group member to be removed. For a group member to be removed, the other group members must present to the course manager a written document outlining the issues at hand, solutions to try and resolve the problem, and why it was unsuccessful. All remaining group members must sign the document before any student is permanently removed. If the course manager decides that a student is to be removed, that student will NOT be placed into another group but will be responsible for all exams, assignments, and projects on their own.

If a student is removed from their group due to unprofessional behavior, that student will not be placed into another group and must complete the remaining assignments and exams individually.

Test Proctoring Software

All course assessments will use Respondus Lock Down Browser to promote academic integrity. You are encouraged to learn more about using these programs **before** the first test.

Please review the following guidelines:

- The assessments will only be available at times identified on the course calendar.
- **Time will not be extended due to technical or internet issues.** Ensure that you have a reliable connection and that web respondus is working PRIOR to the exam meeting.
- Respondus Lockdown Browser will require that all internet tabs are closed before starting the test.
- Respondus Monitor requires a webcam and microphone and may be used during a test at the instructor's discretion.
- If a webcam and microphone are used, you will be required to show the webcam your student ID before starting the test.
- Your face should be discernible during the test. Blocking the camera will disable the test.
- No notes or textbook materials are permitted during the test.
- If used by the instructor, Respondus Monitor requires you to take a video of your surrounding area (desk, chair, walls, etc.)
- You should not have conversations with other people and/or leave and return to the area during the test without the instructor's permission. This will result in a zero on the quiz or exam and be reported to OSCCR.
- **DO NOT access your course materials** during quizzes and exams. **Accessing course materials and any other materials during testing is strictly prohibited, will result in a zero, and will be reported to OSCCR.**

Alternative Means of Submitting Work in Case of Technical Issues

We strongly suggest that you submit your work with plenty of time to spare in the event that you have a technical issue with the course website, network, and/or your computer. It is suggested you save all your work in a separate Word document as a backup. This way, you will have evidence that the work was completed and will not lose credit. If you are experiencing difficulties submitting your work through the course website, please contact the UTEP Help Desk. You can email me your backup document as a last resort.

Netiquette

As we know, sometimes, communication online can be challenging. It's possible to miscommunicate or misunderstand our classmates and instructors, given the lack of body language and immediate feedback. Therefore, please keep this netiquette (network etiquette) guidelines in mind. Failure to observe them may result in disciplinary action.

- Always consider the audience. This is a college-level course; therefore, all communication should reflect polite consideration of others' ideas.
- Respect and courtesy must be provided to classmates and the instructor at all times. No harassment or inappropriate postings and emails will be tolerated.
- When reacting to someone else's message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.

- Blackboard is not a public internet venue; all postings should be considered private and confidential. Whatever is posted in these online spaces is intended for classmates and professors only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.
- A student may be removed from their group due to unprofessional behavior, which extends to text messages, emails, group chats, and other forms of electronic networking. If a student is removed from their group, that student will not be placed into another group and must complete the remaining assignments and exams individually.

Absences and/or Course Drop Policy

According to UTEP Curriculum and Classroom Policies, "When, in the judgment of the instructor, a student has been absent to such a degree as to impair his or her status relative to credit for the course, the instructor may drop the student from the class with a grade of "W" before the course drop deadline and with a grade of "F" after the course drop deadline." See academic regulations in the UTEP Undergraduate Catalog for a list of excused absences. Therefore, if the course manager finds that you are at risk of failing due to non-performance in the course, you will be dropped from the course. The course manager will provide 24 hours of advance notice via email.

Incomplete Grade

After completing at least half of the course requirements, incomplete grades may be requested only in exceptional circumstances. Talk to the course manager immediately if you believe an incomplete is warranted. If granted, the course manager will establish a contract of work to be completed with deadlines. If an incomplete is warranted for clinical, any clinical hours accumulated during the semester will not roll over to the next semester.

ATI Grading and Remediation for this course:

Prep Work: Students will be required to take and submit documentation of completion of the following exams **prior** to taking the ATI Community Proctored exam: ATI Community Practice A, ATI Community Practice B, Learning Systems Community Quiz, and Learning Systems Community Final. These exams will be entered into the grade book as complete/not complete. Please see below for specifics on each exam.

- ATI Community Practice A and B, Learning Systems Community Quiz, and Learning Systems Community Final will be taken outside of class (open book, unlimited time). Students will be required to achieve a 90% or higher on the exams. Students will be able to take the exams multiple times in order to receive the required grade. **ATI assignments must be submitted to the appropriate link on Blackboard by the deadline. Any ATI assignments not submitted to Blackboard by the deadline, regardless of whether they were completed, and time stamped on ATI, will result in an incomplete.**
- **Failure to complete any of the required ATI assignments by the assigned due date will result in the student being unable to sit for the proctored exam at the scheduled time. The rescheduling of the proctored exam will be based on faculty scheduling.**

Proctored Exam: Students are required to take the ATI Community Proctored exam. The score will count as 10% of your course grade. (Refer to the College of Nursing Student Handbook for the ATI Policy and Procedures).

The proctored ATI exam counts towards the final grade as follows:

Below Level 1	Level 1	Level 2	Level 3
64 Points	70 Points	88 Points	100 Points

- Students failing to achieve a passing score (level 2) **must** complete the ATI remediation activities as follows:

Benchmark	Focused Review	Practice Assessments	Learning System RN	Review Material
Below Level 1	At <u>least</u> 4 hours **If done after ATI Predictor: 4 hours of focused review and all remediation templates	<u>none</u>	<u>none</u>	
Level 1	At <u>least</u> 3 hours **If done after ATI Predictor: 3 hours of focused review and all remediation templates	<u>none</u>	<u>none</u>	

- **Due Date: September 29, 2023**

CLINICAL POLICIES

Clinical Placements

The course manager is responsible for clinical placements. Clinical placements are very tedious and time-consuming and take weeks to complete, and many documents to fill out and submit. Once a student is placed at a facility and the finalized list released, changes will NOT be made. Students may make requests early in the semester for certain placements due to particular circumstances, but it is only a request which can be denied.

If there are conflicts between a student and their initial preceptor, the student may be placed with another preceptor based on availability, agreement with facility liaisons, and at the course manager's discretion (if there are no preceptors available, the student will be issued an incomplete). If disputes continue with the second preceptor, the student will not be placed with a third preceptor and must finish their time with the second preceptor, or the student will be issued an incomplete.

If a conflict is severe enough to where a preceptor refuses to continue working with a student, even after speaking with the course manager and assigned clinical instructor, the student will be removed from the clinical setting and will receive an incomplete in the course.

If a student does not submit the correct clinical documents for clearance, the documents are not filled out correctly, and the documents are not submitted by the deadline, the student will not be placed for clinicals and will receive an incomplete in the course. It is vital that all students continue to check their email several times a day and respond to their course manager and clinical instructor's messages to ensure that they have submitted all documents required and are in compliance for clearance to participate in clinicals.

For any clinical group project(s) that may be assigned, if a student is removed from their group or if a student is ill, the student will complete the projects at the clinical instructor's and/or course manager's discretion on their own. **If a clinical project is assigned and a student is removed from their group due to unprofessional behavior, that student will not be placed into another group and must complete any clinical project(s) assigned on their own.**

Any removal from the clinical setting will result in a course and clinical failure.

ATTENDANCE

- **Punctual attendance for all clinical activities is required, and tardiness and/or absenteeism will not be tolerated.** The days and times for clinical experiences are clearly posted on the class/clinical schedule, and students are expected to be where they are assigned and to be on time.
- If a student anticipates absence or tardiness for any clinical experience, the clinical instructor or Course Manager must be notified prior to the absence or tardiness, and this will only be tolerated for a single occurrence. Make-up for one incidence of tardiness and/or clinical absence will be at the faculty's discretion if there are extenuating circumstances. In case of illness, a release from a health care provider will be required to return to clinical with documentation that is signed and on an official letterhead.
- Students who are tardy and/or absent from any clinical experience will receive a formal verbal and written counseling relating to this lack of professionalism. A second occurrence of tardiness and/or absence from clinical activities will result in failure of clinical, and thus, failure of the course.
- If the facility notifies the College of Nursing that a student is not permitted to return to the facility indefinitely, this would result in failure of clinical, and thus, failure of the course.
- Students must remain in their assigned area at all times, unless approved by the clinical instructor. Failure to comply will result in failure of clinical, and thus, failure of the course.
- Required clinical experiences include hospital orientation, clinical orientation, computer orientation as required by the agency, lab demonstrations, practice sessions, simulation hospital days, pre/post conferences and direct patient care.

CLINICAL CLEARANCE

Before clinical orientation, students are required to have clinical clearances that are valid through the end of the semester. Health clearances, CPR, insurance, background checks, drug screening, city-wide orientation clearances, and additional clinical requirements should be verified by the Compliance Office. Students will not be eligible for clinical participation until all clearances are verified. **See Clinical Compliance Policy.**

CLINICAL PREPARATION

Any student who is not adequately prepared for clinical will not be allowed to care for patients if doing so would violate the departmental **SON Safe & Effective Nursing Practice Policy**.

Daily preparation is a major component on the clinical evaluation. **See Clinical Practicum Policy & Preceptorship Policy**

CLINICAL PRACTICUM

- A minimum of 90 hours of clinical time is required to complete NURS 4511.
- Assignments are non-negotiable.
- Students are not allowed to contact clinical liaisons unless directed to by the course manager, and students are not allowed to solicit preceptors.
- Students will contact and/or meet with their assigned preceptors before the clinical experience. Students will provide the clinical instructors with his/her preceptor's complete work schedule prior to the first day of clinical and as the preceptor's new work schedules are available or if changes are made. The student will work the same schedule as the preceptor, including day/night shift, holidays, and weekends, unless arrangements are made for an additional experience, i.e., working with another preceptor in a different unit. Additional experiences must be communicated and approved by the faculty and course manager at their discretion.
- Alternative clinical hours may be given and can include health fairs, IPE events, vaccine clinics, etc. Prior permission is needed and is at the course manager's discretion.
- Alternative clinical hours given by the course manager do not have a limit. Alternative hours offered for Community may be achieved even if the student is scheduled to work with their preceptor. Students must ask the course manager for permission to participate in alternative hours and communicate their intent to do the alternative hours with their clinical instructor and preceptor.
- Students must work until they have completed the shift, even if it is beyond the scheduled shift. I.e., An emergency arises on the unit, or you have not completed documentation for the assigned shift. The student will stay with their preceptor after the shift until this work has been completed.
- Students may not leave work mid-shift. I.e., If the 90-hour clinical requirement is met mid-shift, students must remain on the unit until the end of that shift.
- Internship/Externship hours are not counted towards the 90 hours needed to complete the course. They must be done separately. The only hours that may be counted towards the 90 hours prior to the start of a rotation are any alternative hours offered by the course manager (IPE events, vaccine clinics, health fairs, etc.).
- Preceptors are assigned by the course manager in collaboration with the agency managers and must be BSN or ADN nurses with several years of clinical experience. Preceptors must complete the Preceptor On-Line Program and submit a Certificate of Successful Completion prior to the clinical experience and a current resume. Students are not allowed to switch preceptors or clinical sites without permission from the course manager and facility liaisons. Students are not allowed to solicit preceptors.
- At the end of the clinical rotation, the student will submit to the faculty the completed and signed Preceptor Agreement Form, Clinical Time Sheets, Permission to Teach, Clinical Evaluation Tool, Clinical Agency Evaluation, Preceptor Evaluation, and any other evaluations or documents that facilities request, and all other required forms. In addition to

End of Course evaluations, students will receive two exit surveys via email after the middle of the semester. One is administered by Skyfactor-Benchworks and the other by UTEP. It is an expectation that students will complete these surveys.

- Should the student be dropped from the course, the faculty will assign either a W or F grade (refer to UTEP catalog).
- Missed clinical experiences, regardless of reason, must be made up. Arrangements to make up missed clinical time must be discussed and approved by the course manager, clinical instructor, and preceptor. The student must then coordinate with the clinical instructor and a preceptor to complete the experience. If a preceptor is unavailable and the student cannot complete the required 90 hours of clinical by the end of the semester, the student will receive an incomplete for clinicals.
- While everything is done to ensure a student is placed, clinical placements are not guaranteed and are assigned based on preceptor and site availability. If the course manager and facility liaisons cannot obtain a site and preceptor, the student must receive an incomplete for clinicals until a preceptor can be obtained and the hours completed. If a student cannot complete the hours by the end of the semester due to preceptor availability, they will receive an incomplete and must return in an upcoming semester to finish the course.

PASSPORT TO PRACTICUM

Students must arrange a meeting with their preceptors before the clinical experience. Students must submit to their assigned clinical faculty a completed passport. This is due 72 hours after the student's initial start date. It must be uploaded to the appropriate link on Blackboard. **If the Passport is not completed within the allotted time frame, the student will be removed from the clinical site and is not permitted to return until the Passport is completed.** Students must complete this assignment individually, even if they are working in the same unit or with the same preceptor as another classmate. Group work will not be accepted.

PRECEPTOR AGREEMENT FORM

On the first day of the student's clinical rotation, the student must have their preceptor sign the Preceptor Agreement Form. If a student rotates with other preceptors during their time on the unit, they must also have a Preceptor Agreement Form signed by every nurse they rotated with. Each Preceptor Agreement Form must be filled out entirely with a recent work history. A preceptor may opt to submit a resume instead of filling out the work history section on the agreement form.

CLINICAL TIME SHEETS

Record all clinical hours on the Clinical Time Sheet. Hours spent after scheduled shifts (following a nurse manager, attending meetings, or needing to stay past the end of shift to complete shift work/tasks) are counted and are included in the total 90 clinical hours requirement. The preceptor will certify the documented hours of practicum. Blatant falsification of timesheets results in a meeting with the course manager, the Assistant Dean, and possible dismissal from the program. Students are responsible for completing, tracking, totaling, and submitting completed time sheets DAILY. Students are not allowed to pre-fill anticipated hours on the timesheets. Keep a copy for your records.

CLINICAL EVALUATION TOOL

The tool is designed to track a student's achievement of minimum nursing competencies through critical thinking, delegation, and prioritization skills based on the Texas Board of Nursing Differentiated Essential Competencies for a BSN graduate nurse and of N-4511 Course & Clinical Objectives. This is completed by the preceptor midway (midterm/formative) through the practicum and at the end of the practicum (final/summative) and reviewed with the student. The original signed, completed tool with all evaluations are submitted to the clinical instructor at the end of the semester. **Students must achieve 4=Outstanding, 3=Satisfactory level, NO=No Opportunity, or NA=Not Applicable in every criterion on the summative evaluation by the end of the semester. Acquiring a 2=Needs Improvement and/or 1=Unsatisfactory on the summative evaluation is not passing criteria.** The preceptor and student will notify the clinical instructor and course manager immediately if the student is not demonstrating competencies at the required level before the summative evaluation.

STUDENT EVALUATION OF PRECEPTOR AND CLINICAL AGENCY EVALUATION

Once the clinical rotation is complete, students must submit an evaluation of their preceptor and an evaluation of the clinical agency. Students are encouraged to be honest in these evaluations as it helps the course manager and facility liaisons place future students with preceptors. In addition to UTEP's preceptor and agency evaluation, students may be required to submit additional agency evaluations as requested by the facility. Any further evaluations are expected to be submitted on time and correctly.

INSTRUCTIONAL PRESENTATION/CLINICAL CRITICAL ANALYSIS PAPER

During the clinical experience, each student will put together a teaching and is responsible for meeting the written components and preparing and delivering a teaching as part of the clinical critical analysis paper. The teaching must be coordinated with the preceptor and nurse manager/director of the assigned clinical area, and the students must have the director's signature on the Permission to Teach form. The teaching should be 10 to 15 minutes in length and target a specific learning need with current relevance for the staff and/or patients. The preceptor and nurse manager/director must agree on the teaching date and topic. The teaching tool designed (PowerPoint, brochure/pamphlet, badge buddy, etc.) must be submitted to the appropriate link on Blackboard. The final clinical critical analysis paper must also be submitted to the appropriate link on Blackboard. See the Rubric for Clinical Paper. This assignment is not optional and worth 10% of the overall grade. **If the project is not submitted by the deadline and the student has not contacted the clinical instructor or course manager for an extension, it will be 10 points off for each day late. On the third day, a zero will be entered and the student will receive a clinical failure which results in a course failure. Students must receive a minimum of a 75% on the clinical project/paper to receive a passing grade for clinical. Failing clinical will result in a course failure.**

ETHICAL AND RESPONSIBLE USE OF SOCIAL MEDIA

- Posting information about patients on social media of any kind is strictly forbidden. This includes but is not limited to names, diagnoses, treatments, medications, histories, room numbers, symptom descriptions, descriptions of any kind (good or bad), conversations with or any other part of the day in clinical, and pictures of patients,

- clients, or family members at the clinical sites, etc.
- Under no circumstances are students to discuss policies or activities of any clinical facilities.
- Any violation of this policy will result in disciplinary action which may include dismissal from the program. This violation is covered under HIPAA laws.

DOSAGE CALCULATION EXAMS

Students are required to take and pass the dosage calculation exam given in this course. The exam must be passed at 90% prior to the start of clinical. If the exam is not passed at 90%, students will have the opportunity to remediate and retest twice before clinical rotations start (a maximum of 3 attempts). Students unable to pass the dosage calculation exam after the 3 attempts will be administratively dropped from all clinical courses. The dosage calculation exam is not factored into the course grade. **See the Dosage Calculation Policy With Rounding Rules.**

HIPAA

HIPAA (Health Insurance Portability and Accountability Act of 1996) is a mandatory federal law that protects patient health information. In keeping with HIPAA guidelines, nursing students **shall not**, under any circumstance; photocopy, fax, or remove from the agency premises, any component of the patient's medical record. Failure to comply with HIPAA policies **will** result in disciplinary action that may include course failure and/or dismissal from the nursing program. In addition, legal action may be taken against the student.

SIMULATION

Satisfactory achievement of simulation and course-related objectives is required to achieve a passing clinical grade in this course. Facilitators are available in the Simulation Lab for additional help as needed.

COPYRIGHT NOTICE

Copyright law protects many of the materials that are posted within this course. These materials are only for the use of students enrolled in this course and only for the purpose of this course. They may not be further retained or disseminated.

COVID-19 Precautions Statement

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. Students are not permitted on campus when they have tested positive for COVID-19, or if you are feeling unwell, please let us know as soon as possible so that we can work on appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your results to covidaction@utep.edu so that the Dean of Students Office can provide you with support and help with communication with your professors. The Student Health Center is equipped to provide COVID-19 testing. If you know of anyone who should report these criteria, you should encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to covidaction@utep.edu. The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks

when indoors in groups of people. The best way that Miners can take care of Miners is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area and will be available at no charge on campus during the first week of classes. For more information about the current rates, testing, and vaccinations, please visit epstrong.org.

Please sign the statement below and upload it to BlackBoard under *Syllabus Acknowledgement* by August 30, 2023.

I have read the course syllabus for Nursing 4511 – Population Focused Care and understand my obligations to adhere to the policies described.

Student Signature

Printed Name

Date