

The University of Texas at El Paso School of Nursing

COURSE NUMBER AND TITLE: Nursing 4611 – Promoting Health Along the Border

COURSE DESCRIPTION/COURSE OVERVIEW: Focus on principles and practices of public health as applicable to community health concerns of aggregate populations along the US/Mexico border.

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

CREDIT ALLOCATION: Six (6) semester hours (3-9-0) (45 didactic/hybrid—135 clinical)

FACULTY INFORMATION: Course Manager:

Dr. Melissa Wholeben, PhD, RN
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Clinical Faculty

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REQUIRED TEXTBOOKS:

- ATI: Community Edition 6.0
- Maurer, F. & Smith, C. (2013). *Community/Public Health Nursing Practice. Health for Families and Populations*. (5th edition). St. Louis, Missouri: Elsevier

RECOMMENDED TEXTBOOKS/RESOURCES:

- American Psychological Association Manual (2009). *Publication manual of the American Psychological Association (6th edition)*. Washington, DC: American Psychological Association

COURSE OBJECTIVES:

1. Apply knowledge of physiological, psychological, sociopolitical, and spiritual influences in assessing and planning care for aggregates within communities.
2. Use communication skills and teaching/learning strategies to promote health within community settings.
3. Use the epidemiological process and critical thinking skills to address health related concerns of aggregates in the community.
4. Analyze political, legal, and ethical considerations in promoting health in aggregate populations.
5. Integrate research to validate strategies addressing health needs along the border.
6. Integrate public health principles with a multidisciplinary approach to meet the health needs of aggregates within a community setting.

CLINICAL OBJECTIVES

1. Perform comprehensive assessments and examine populations at risk from epidemiological, bio-psycho-social, cultural, spiritual and environmental perspectives.
2. Collaborate with multiple providers in establishing short term and long term goals in the direct and indirect delivery of care.
3. Manage environmental risks to address the health, safety and dignity of clients.
4. Use critical thinking in analyzing a current healthcare topic.
5. Use critical thinking in analyzing web-based national statistics to complete a community assessment.
6. Use organizational and management skills to identify and access resources for individuals, families and groups.
7. Adhere to ethical and legal standards of nursing practice.
8. Advocate for quality health care and health care access for vulnerable populations.

TEACHING METHODOLOGIES: Lecture / guest lecture, field experience, class assignments, preceptor clinical, films, web-based tutorials

GRADING POLICY AND STRUCTURE

A. Students must pass both theory and clinical to pass the course. Achieving less than 75% in the didactic portion (exams and quizzes) of the course, or failing to pass clinical results in course failure. There is no rounding of grades and fractional points will be dropped.

A. *Taking and passing the course related ATI exam at or above the required score is a course requirement (See statement under Course Policies).*

- *Students are required to take and pass the medication administration and calculation test (3 attempt maximum) at a 90% level PRIOR to participating in clinical experiences. (See statement under Clinical Policies).*
- ***Written assignment (Didactic) submitted late will receive a deduction of 10 (ten) points each day (24 hours) from grade of the assignment. No assignments will be accepted 2 days (48 hours) past the assigned due date/time.***

B. ***All clinical assignments must be submitted in order to receive a course grade.*** Clinical assignment grades will be factored into the overall course grade only if the student has achieved a minimum of 75% in the didactic portion of the course.

- ***Written assignment (Clinical) submitted late will receive a deduction of 10 (ten) points each day (24 hours) from grade of the assignment. No assignments will be accepted 2 days (48 hours) past the assigned due date/time.***

C. Clinical performance is evaluated on a ***Pass/Fail basis***

- Pass** = 1) Attendance at all lab/clinical sessions **AND**
2) Being prepared physically and mentally for every lab/clinical session. (This includes bringing all required equipment) **AND**
3) Demonstrating competency in ***every*** area of clinical performance in direct patient care **AND/OR** course designated simulated scenarios **AND**
4) Successful completion and timely submission of clinically associated paperwork (quizzes and reflections)

- Fail** = 1) Missing more than one lab/clinical session **OR**
2) Not being prepared for lab/clinical on more than one occasion **OR**
3) Non-achievement of competency expectations in any one or more areas of direct patient care clinical performance **OR** non-achievement of competency in course designated simulated scenarios
4) Any serious infraction involving professionalism and/or safety related issues for assigned patients.

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

Grading Breakdown Didactic:

10%	Didactic quizzes & ATI Practice quiz
5%	In class activities, Windshield Survey
20%	Exam 1
20%	Exam 2
10%	Community ATI Exam
10%	Community Project

Grading Breakdown Clinical:

10%	Critical Analysis Paper
5%	Prep & Presentation of clinical project
10%	Final Documentation of clinical project

Pass/Fail **Clinical Performance**

DIDACTIC POLICIES

Attendance:

This course is a hybrid course. All didactic lecture/modules are online. Class time will be to discuss material that students are to read **PRIOR** to class. Quizzes will be in class and will be given at any time during the class. **No late quizzes will be accepted.** Exams 1-2 & ATI exam will be F2F at the ILC (Campbell building). Students are expected to attend F2F class time (Class, Exams, ATI, and Final Project) and to arrive on time. **The exams will be given at the beginning of class, it is your responsibility to arrive on time, if you are late you will not be admitted to the classroom and will receive a “0” for the exam.** Students are responsible for content and announcements presented in class or clinical sessions whether present or not. Cell phones use is not permitted during class. No texting or other type of electronic communication is permitted during F2F class.

ATI:

It is a course requirement for all students to take the nationally standardized exam provided by Assessment Technologies Incorporated (ATI) and to pass the exam at or above the national average (level 2). Students not achieving this passing standard will be required to remediate and to submit documentation of this remediation in accordance with Course Manager’s protocol.

Policies for N4611:

- **Students will be required to take the ATI practice exams PRIOR to the ATI. One quiz grade will be recorded for the highest grade received on the first attempt of either Community ATI practice A (2013) or Community ATI practice B (2013).**
- **All students will be required to take the Community ATI exam. This exam will be worth 10% of the didactic grade. The entered grade will be as follows:**

Below Level 1	Level 1	Level 2	Level 3
64 Points	76 Points	88 Points	100 Points

- **ATI Remediation**

Students who do not pass any ATI Content Mastery Series exams and RN Comprehensive Predictor Examination at or above (level 2) will be required to remediate and to submit documentation of this remediation in accordance with Course Manager’s protocol. Students will receive an incomplete (I) in the respective course until the required remediation is accomplished and documentation is submitted (see below table).

Benchmark	Focused Review	Practice Assessments	Learning System RN	Review Material
Below Level 1	At least 4 hours and completion of all remediation templates	Completion of at least two p assessments	Completion of at least two practice and the final assessment	At least 4 hours
Level 1	At least 3 hours and completion of all remediation templates	Completion of at least two p assessments	Completion of at least two practice and the final assessment	At least 4 hours

Blackboard:

Students are required to **subscribe to and access the course Blackboard site**. This site is the main source of communication between faculty and students. ***Students are required to access this site on a daily basis for e-mail and posting updates.*** ***Please note, there is not any notifications regarding NEW emails/discussion board postings, etc. The student is required to check these icons every day for new material/content. The course syllabus, calendar, topical outline of scheduled lectures, assigned readings, web links, and clinical assignment criteria are posted on this site and grades will be made available ONLY through this site.

Communication:

Communication is the responsibility of both students and faculty. 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.

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

Course Manager

Assistant Dean for Undergraduate Education

School of Nursing Dean

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.

Formal grievances MUST be in WRITING and filed through the faculty member, the SON Assistant Dean for Undergraduate Education and the Dean of the SON. Having failed to resolve the matter after consultation with the above persons, the student may consult with and/or file a challenge with the Chairperson of the University Student Welfare and Grievance Committee.

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 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.

Scholastic Honesty / 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 School of Nursing and/or university. "Scholastic dishonesty includes but is not limited to reproducing test 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 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 School of Nursing and the university, policies on scholastic dishonesty will be strictly enforced. See detailed procedure in the Handbook of Operating Procedures (HOP) available in the Office of the Dean of Students.

Policy relating to Disability / Pregnancy:

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 therefore the responsibility of the student to inform the course manager of any limitations they may have in completing course expectations. Nursing students with limitations in any of the above abilities are advised to discuss these matters with the Office of Disabled Students to determine if reasonable accommodations could be provided. Written guidelines r/t accommodations from the Office of Disabled Students must be submitted to the course manager PRIOR to the start of the course. **If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (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.**

Pregnancy: It is the responsibility of the student to inform the instructor of pregnancy limitations. Written guidelines r/t accommodations from the Office of Disabled Students must be submitted to the course manager PRIOR to the start of the course/clinical lab.

Retention: Retention: Students Opting for Success (SOS):

Academic coaching (tutoring) is available for students who anticipate learning needs. Students are encouraged to access this service. Academic referrals (SOS) are given when students are having difficulty in the course. Students, not complying with these referral strategies, most likely will not be given a faculty recommendation for course repeat, should they not be successful 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 faculty member, the SON Assistant Dean for Undergraduate Education and the Dean of the SON. Having failed to resolve the matter after consultation with the above persons, the student may consult with and/or file a challenge with the Chairperson of the University Student Welfare and Grievance Committee.

Laptops:

Use of laptops during class is permitted. If you do use a laptop during class:

- Set your laptop volume control to mute or off before coming to class.
- Do not engage in unauthorized communication or entertainment (web surfing, instant messaging, chat room chatting, DVD viewing, music playing, game playing, etc.) during class unless it is part of the lesson. Such unauthorized use will result in student receiving an unexcused absence for that day with all quizzes/exams/assignments recorded as a zero.
- You are not able to record the lecture without permission from the instructor.

Cell Phones / PDA's

- Set your phone to mute or silent mode before coming to class.
- Cell phones will not be allowed for any use in class (no phone calls, texts, web browsing). Any student with a visible phone in possession during class times will be asked to leave the class and will receive an unexcused absence for that day with all quizzes/exams/assignments recorded as a zero.
- For emergency calls, please have persons call the Front Desk at 747-7280 and provide the name of the student and the course number. Personnel at the front desk will get the message to the classroom.

Student Responsibility:

Students are responsible for all lecture and clinical lecture/demonstration content. Preparation for class and participation in class will optimize the student's ability to succeed in the course. **Students should read assigned materials prior to lecture in order to be prepared for class.**

Examinations

- Examinations are scheduled during the semester and a cumulative final exam project is scheduled at the end of the semester. The questions are derived from lecture objectives and course content presented during lecture as well as reading assignments from the textbook. Exam questions are based primarily on hypothetical clinical situations and are directed toward critical thinking skills and the application of knowledge to the nursing process.
- All students are expected to take the examinations at the scheduled time.
 - Make-up exams are rarely given and then ONLY when there is a very valid reason and the course manager has been contacted PRIOR to class time.
 - Failure to do so will result in receiving a zero (0) for the exam (see University catalog, Academic Regulations).
- All personal items including books, backpacks, purses, cellphones, PDA's and briefcases will be left at the front of the room during exams and exam reviews. All cell phones and pagers must be off during class. As the exams are electronic, no items will be allowed at the computers. **No one may leave the room during the exams.**
- Unit exams are timed. All exams will be electronic. Failure to save answers or finish on time will result in the answer not being counted for the final grade of the exam.
- Students may challenge examination questions and must provide validation of the item challenged either in writing or via e-mail. The examination grades will NOT be final until the faculty team has reviewed the statistics and student comments. Student copies of the exams will not be allowed outside of the classroom at any time. Test items are the property of the faculty, and thus the university; writing down specific test items or answers is NOT permitted.
- Students may review the exam key (exams 1-2) with the instructor the following week. Specific times will be determined by the course manager. **Each exam may be reviewed only up until the prior week of the next exam.**
- **If the student was unsuccessful with an exam (74.99% or below), the student will be required to be present for remediation which will be scheduled within 7 days of the exam.**

Quizzes

- Quizzes at any time during the semester. Quizzes will be given during class. Written assignments may be assigned as a quiz grade. **THERE IS NO MAKE-UP FOR QUIZZES OR WRITTEN ASSIGNMENTS.**

CLINICAL POLICIES

Clinical Clearance:

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

Dress Code during Clinical:

The dress code for N4611 clinical is (1) UTEP scrubs with name badges OR (2) UTEP polo & Khakis with name badges. See below for additional professional attire and uniform guidance (UTEP policy revised Dec 2011). **Any student in violation of the dress code—will be sent home from clinical with an unexcused absence.**

- **Uniform:** The uniform is a unique design made specifically for the UTEP School of Nursing. Uniforms are purchased directly from the supplier by placing an order with the UTEP chapter of Texas Nursing Students' Association. Uniforms must be clean and neat at the beginning of each clinical day.
- **Name Badge:** The official UTEP School of Nursing picture ID will be clearly visible and worn at all times.
- **Lab Coat:** Plain white laboratory coats must be worn when students enter community agencies for assignments or for purposes other than providing direct patient/client care.
- **Professional attire** is required when the lab coat is worn. Professional attire excludes jeans/western cut pant, sweatshirts, shirts of undergarment type, see-through clothing, any clothing that exposes a bare midriff, back, chest or undergarments.
- **Shoulder Patch:** The official School of Nursing patch will be worn on the **left shoulder** of the white lab coat. Patches must be purchased at the UTEP bookstore.
- **Shoes:** White *close-toed/heeled* shoes are to be worn with the uniform and should be well-fitted, comfortable and free of decoration. They must be clean at the beginning of each clinical experience day. Canvas shoes, clogs, flip flops, crocs, or non-enclosed shoes are unacceptable.
- **Hosiery:** White or plain light-colored socks should be worn with the uniform.
- **Jewelry:** Jewelry should be kept to a minimum when wearing the uniform. Nothing more than a wedding band is recommended. Exposed chains and/or dangling earrings are not acceptable.
- **Piercing / Tattoos:** One stud earring per ear is acceptable; no other piercing jewelry is permitted (including the tongue). Visible tattoos should be covered.
- **Fingernails:** Fingernails will be clean and evenly trimmed to the tip of the finger. No artificial fingernails, fingernail adornment or jewelry, or polish are permitted.
- **Hair:** The hair will be neatly arranged off the face and sides of the collar. Beards must be neatly trimmed and covered while the student is working in sterile areas or in the presence of open wounds.
- **Fingernails:** Fingernails will be natural and evenly trimmed. No artificial fingernails are permitted. No fingernail adornment or jewelry is permitted.
- **Smoking:** Students will refrain from smoking in clinical attire since smoke clings to fabric and may be irritating to patients and family members.
- **Sweaters:** Only approved sweaters may be worn with the new UTEP School of Nursing uniform while the student is in a clinical agency. The course manager will provide further guidance on approved sweaters as a decision is made.
- **Professional Appearance:** Students are to refrain from public places, such as restaurants, bars, etc., while wearing the uniform with its identifying patch and name badge.
- **Uniform Accessories,** such as lab coats, and shoes may be purchased at any uniform shop.

- **Mobile Phones** must be turned off in the clinical setting and may only be used during breaks away from the patient care setting. Phones with cameras are never allowed in patient care areas and the use of mobile phones for talking or texting is also prohibited in patient care settings.

Simulation (Hospital Days)

Mastery of course related simulation competencies is required to achieve a passing clinical grade in this course. Facilitators are available in the Simulation Lab for additional help as needed. All UG courses will outline in the syllabus the skills that are being taught in your course. Evaluation of clinical skills will be done through clinical evaluation tool.

Medication Administration / Dosage Calculation Exams:

Students are required to take and pass the medication administration and calculation test given in this course. The test must be passed at 90% PRIOR to the start of clinical. If the test is not passed at 90%, students will have the opportunity to remediate and retest before the clinical rotations start. Students unable to pass the medication administration and calculation test after three attempts will be required to drop the course based on ineligibility for clinical participation.

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.

Clinical Attendance:

All clinical is required. For N4611, there is a required 135 hours of clinical. This includes hospital orientation, clinical orientation, and computer orientation as required by the agency, Simulation Lab demonstration, practice sessions, pre/post conferences and direct patient care. **During N4611 clinical time at the facility, the student will be following the preceptor's schedule & attending clinical Monday thru Friday (possibly Saturday at some clinics). The student is allowed 1 absence from clinical (d/t illness, car trouble, etc.) The second absence will result in the student being removed from clinical and a clinical grade of "Fail".** If, for any reason, the student must be absent from any clinical experience OR will not be at the clinical site (lunch time, conference, meeting, etc), the **clinical instructor must be notified prior to the absence**. In case of illness, a release from a health care provider **will be required** to return to clinical and faculty reserve the right to drop students from the course when absent from clinical more than twice.

Alternative Clinical Hours:

At the course manager discretion, alternative clinical activities may be used for the required 135 hours of clinical time. The maximum amount of hours that may be used as alternative clinical hours is 20 hours (15%). Examples of activities that can be used are: mock disaster drills, local school conferences/meetings, Hearing & Vision screening, & participation in health fairs. **ALL alternative clinical activities MUST BE approved in writing by the course manager PRIOR to the student engaging in the activity. Failure to get approval for activity will result in the student not receiving hours for that activity.**

Social Media

- Under no circumstances is a student to post any information about patients in social media of any kind. This includes but *is not limited to*: names, diagnosis, treatments, meds, history, room numbers, descriptions of symptoms, descriptions of any kind (good or bad), conversations with or any other parts of your day in clinical. In addition, you will not post pictures of patients, clients, or family members of the sites that you are completing your rotation.
- Under no circumstances is a student to discuss policies or activities of any of the facilities that are visited while in the curriculum provided. You are representing UTEP and your comments will be interpreted that way.
- **Any violation of this policy will result in disciplinary action which may include dismissal from the program. This is an expectation that will be required of you in practice as well and is governed by the Texas Board of Nursing as well as hospital policies under patient privacy.**

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 safe nursing practice policy (see Safe and Effective Nursing Practice Policy). Daily preparation is a major component on the clinical evaluation.

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. Providing direct patient care in the clinical rotation can also be physically demanding and may involve assisting patients in transfer, ambulation and activities of daily living. Students with disabilities may contact the UTEP Office of Disabled Student Services (DSSO) to request reasonable accommodations under the Americans with Disabilities Act guidelines at www.utep.edu/dsso. They can also be reached by calling (915) 747-5148, or by email at dss@utep.edu.

Pregnancy:

It is the responsibility of the student to inform the instructor of pregnancy and to contact the UTEP Office of Disabled Student Services (DSSO) to request reasonable accommodations if restrictions apply.

SAFE AND EFFECTIVE NURSING PRACTICE POLICY FOR THE UNDERGRADUATE NURSING PROGRAM

The following Safe Nursing Practice Policy is a revision of a similar policy that has been in effect since the nursing program was a part of the University of Texas System (1972).

This policy must be adhered to in order for a student to succeed in clinical nursing courses. The nursing process must be directed toward quality care for the patient/client/family/community/population to promote health, prevent illness, advocate, and treat human responses.

Safe and Effective Nursing Practice is defined as the ability to:

- Demonstrate knowledge about patient/client health status
- Observe, report and record signs and symptoms
- Accurately interpret, report and record changes in patient's condition
- Demonstrate actions that assure the delivery of quality nursing care
- Set priorities and carry through with appropriate nursing interventions
- Evaluate and make substantive judgments relative to the quality of nursing care
- Calculate and administer drugs safely, including documentation of administration

As professional nurses with a commitment to the welfare of clients/patients, the nursing faculty reserves the right to refuse the opportunity to a student to care for patients if the student's health interferes with performance or if the student gives evidence of unsafe and/or ineffective nursing practice. A student may not render care when under the influence of prescribed or over-the-counter medication which may affect judgment, or if the student imbibes in/or is under the influence of alcohol or illicit drugs. A student who is deemed to demonstrate unsafe practice will fail the course and be dropped from all clinical courses enrolled in at that time. Further progression in the nursing major will be evaluated.

Since the faculty student ratio in the clinical area is 1:10, it is impossible for a faculty member to be present continually with each student to observe every situation. It is therefore imperative that each student assumes personal responsibility to be prepared for each clinical practice experience. Each student is expected to check immediately with the instructor or agency staff if in doubt about patient care or a patient's condition, and to report to the instructor or staff when leaving the clinical area to assure continuity of care for patients. Students who come unprepared for clinical may be dismissed from the clinical site upon the discretion of the clinical faculty.

Adopted by Faculty Organization Committee Meeting.

Revised February 13, 1985, December 14, 1994 and September 2012.

POLICY FOR STUDENT INJURY IN THE CLINICAL SETTING

The following policy will apply to students injured while currently registered in the nursing program and participating in School of Nursing (SON) related courses. Injuries/incidents include but are not limited to: needle sticks, exposure to communicable diseases, physical injuries from falls, etc.

1. The School of Nursing is at no time responsible for student health care costs. Students will maintain responsibility for their own health care insurance and/or costs related to health care treatment, whether the injury occurred on/off UTEP campus or in the clinical setting.
2. Students who incur injuries and/or exposures at a clinical facility must comply with that facility's policy and procedure pertinent to the injury/exposure sustained. This includes completing all required documentation and reporting to the facility Risk Management Office.
3. Life Threatening Emergency treatment will be implemented at the clinical facility if emergency treatment is available. If emergency treatment is not available on site, 911 will be activated.
4. If the clinical facility does not provide care indicated for the injury/incident or it is a non-emergent type situation, the student may select a health care provider of his/her choice for treatment. Students may be evaluated at the UTEP Student Health Center for non-emergency care.
5. The student will be responsible for completing and signing the Incident Report and submitting it to faculty. Faculty will assure completeness of the report and sign it. Faculty will then send a copy of the report to the SHC, send the original to the Office of Assistant Dean for Student Affairs for placement in student's files, and notify the Associate Dean for Academic Affairs about the incident.
6. Students may refuse treatment. Signed documentation of refusal will be maintained in the student's file, office of Assistant Dean for Student Affairs, School of Nursing.
7. Students will be required to submit to course manager a physician's statement or statement from the Student Health Center indicating; a) clearance to continue clinical experience b) resolution of the injury or plan of follow-up as warranted. This statement will be placed in student's record at the office of Assistant Dean for Student Affairs, School of Nursing, and copy will be maintained at the SHC.

SCHOOL of NURSING INCIDENT REPORT

Student Name: _____ **UTEP ID #:** _____

Home Address: _____ **Phone:** _____

Time Accident Occurred: _____ a.m./ _____ p.m. Date: _____

Place of Accident: _____ Number of People Involved: _____

PART OF BODY INJURED

DESCRIPTION OF THE ACCIDENT

Abdomen _____	Foot _____	How did the accident happen? / What was student doing?	Ankle _____
Hand _____	_____		_____
Arm _____	Head _____	_____	_____
Back _____	Knee _____	_____	_____
Chest _____	Leg _____	_____	_____
Ear _____	Mouth _____	_____	_____
Elbow _____	Nose _____	_____	_____
Eye _____	Scalp _____	_____	_____
Face _____	Tooth _____	_____	_____
Finger _____	Wrist _____	_____	_____
Other (specify) _____			

NATURE OF INJURY

Abrasion _____ Laceration _____ **Student's signature** _____

Bite _____ Needle Stick _____

Bruise _____ Poisoning _____ **DEGREE OF INJURY**

Concussion _____ Puncture _____

Cut _____ Scratches _____ Non-disability _____

Dislocation _____ Shock (el.) _____ Temporary Disability _____

Fracture _____ Sprain _____ Permanent Impairment _____ Other _____
(specify) _____ Death _____

Faculty/Preceptor in charge when accident occurred

NAME(S)] _____ Present at scene of accident: YES _____ NO _____

IMMEDIATE ACTION TAKEN

First-Aid Treatment _____ By: _____

Campus Police Notified (747-5611) _____ By: _____

EMS notified (911) _____ By: _____

Sent to STUDENT HEALTH CTR. _____ By: _____

Sent Home _____ By: _____

Sent to Physician _____ By: _____

PHYSICIAN'S NAME: _____ PHONE: _____

Sent to Hospital _____ By: _____

HOSPITAL NAME: _____ PHONE: _____

Was a Parent or other individual notified? YES _____ NO _____ When _____ How _____

Name of Individual(s) Notified: _____ By whom?

WITNESSES:

1. NAME: _____ ADDRESS/PHONE: _____

2. NAME: _____ ADDRESS/PHONE: _____

REMARKS

What recommendations do you have for preventing accidents of this type? _____

Student Signature

Faculty Signature

Dean / Asst. Dean / Assoc. Dean

The University of Texas at El Paso School of Nursing

Students Opting for Success (SOS) Retention Plan

NURS _____

Student Name: _____ Date: _____

.....
Please respond to the following questions and then schedule an appointment with

_____ on or before _____. Appt. Day/Time: _____

Instructor / Course Manager _____ Date _____

.....
Prior to the appointment with the Course Manager, please respond to the following questions:

1. Are you currently employed? Yes No If so, how many hours per week? _____
2. Are you currently in a study group? Yes No
If so, how many hours per week do you meet? _____
3. How many hours per week do you study by yourself? _____
4. Describe how you prepared for _____ (area of difficulty):
5. What adjustments do you think you need in order to be successful in this course?

.....
A scheduled appointment with your Course Manager/Lead Instructor is required. At this session you will engage in a discussion on how to improve your potential for success in the course. During the session there will be an assessment and tracking of identified areas of difficulty that are being experienced in relation to:

1. Quizzes
2. Examinations (Complete a test analysis of the examination and attach to this form)
3. Assignments
4. Clinical Experiences:
 - A. Simulation expectations
 - B. Competence performance
 - C. Professionalism

Nursing 4611 – Promoting Health Along the Border

At the end of the discussion you and the Course Manager/Instructor will establish required and recommended strategies that are designed to facilitate your potential for success. These strategies include:

- Self-assessment of knowledge strengths and areas needing improvement.
- Attendance at all lectures/class sessions/workshops.
- Study sessions with the Academic Coaches (minimum of one hour per week)
 - Adjustment of work schedule to accommodate study demands.
- Schedule an appointment with Mr. Flahive (Student Success Coordinator) via email (jflahive@utep.edu).
- Referral to UTEP Testing Center.
- Referral to UTEP Office of Student Disabilities
- Referral to UTEP Counseling Center
- Attend workshop on test taking skills.
- Other:

The completed SOS Retention Plan, with all referral signatures, must be returned to _____

Course Manager/ Instructor

on or before _____ (Date).

Course Manager's Signature: _____ Date: _____

Student's Signature: _____ Date: _____

Academic Coaches Signatures:

_____ Date: _____

_____ Date: _____

_____ Date: _____

_____ Date: _____

Other Referral Signatures:

_____ Date: _____

_____ Date: _____

_____ Date: _____

_____ Date: _____