UNIVERSITY OF FLORIDA

 COLLEGE OF NURSING

 COURSE SYLLABUS

 Spring 2015

COURSE NUMBER NGR 6941, Section 19EB

COURSE TITLE Practicum in Nursing

CREDITS 6 (288 clinical hours - Credits may be split into two consecutive semesters of 3 credits each.)

PLACEMENT Final Clinical Course in the Master's Program

PREREQUISITES All Required Clinical Courses

# PRE/COREQUISITES NGR 6740: Role Transition: Issues in Advanced Practice

#  Nursing

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| **FACULTY** | **OFFICE** | **PHONE** | **Pager or Cell Phone** | **OFFICE HOURS** |
| Kathleen H. Solomon, ARNP, FNP - BCClinical Assistant Professorkathleenhsolomon@ufl.edu | 3rd Floor LRC-HSCJacksonville | 904-244- 5176 | 904-253-9450 | Wednesdays10 am – 12 noon & by appointment |

COURSE DESCRIPTION

This course provides an opportunity to synthesize advanced knowledge and role behaviors in an advanced practice role within clinical specialty tracks. Students will practice under the supervision of faculty with agency preceptors in an appropriate facility or institution. With faculty guidance, student will develop a practicum plan based on course objectives to include specific objectives, learning activities, and evaluation methods.

COURSE OBJECTIVES Upon completion of this course, the student will be able to:

1. Utilize theories from nursing sciences and arts to develop a comprehensive and holistic approach to nursing care.

2. Critique and apply research findings to provide quality health care, initiate change, and improve nursing practice.

3. Utilize theories and principles of health care policy, organization and finance to manage fiscal, human, and physical resources.

1. Critically and accurately assess, plan, intervene, and evaluate health experiences (including wellness and illness) of individuals, families, and communities.
2. Apply knowledge of cultural diversity and global perspectives in delivering health care.
3. Utilize legal and ethical principles to guide decision-making in an advanced nursing practice role.
4. Utilize communication and interpersonal skills to facilitate collaborative relationships with clients and the health care team.
5. Develop an ethical framework to guide one's advanced nursing role and foster one's leadership and continued growth within the nursing profession.

CLINICAL SCHEDULE

E-Learning in Canvas is the course management system that you will use for this course. E-Learning in Canvas is accessed by using your Gatorlink account name and password at <https://lss.at.ufl.edu/>. There are several tutorials and student help links on the E-Learning login site. If you have technical questions call the UF Computer Help Desk at 352-392-HELP or send email to helpdesk@ufl.edu.

It is important that you regularly check your Gatorlink account email for College and

University wide information and the course E-Learning site for announcements and notifications.

Course websites are generally made available on the Friday before the first day of classes.

Variable – Minimum required clinical practice hours are **288** hours.

You will begin at your clinical site no later than the second week of the semester. Your clinical

schedule (submitted to the calendar the courseware) is due via email to your faculty preceptor before beginning your clinical rotation and at least by **January 16, 2015.**

Day Time Room

Wednesdays 8:00 – 10:00 am Classroom B

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| January 21st  |
| February 18th  |
| March 18th |
| Individual Evaluation TBAConferences - Mandatory |

The clinical lab course consists of a total of 288 (48 x 6 credit hours) clock hours of clinical time, including 6 hours of seminar. Total minimum hours at the clinical site are 282. Since seminar counts toward clinical hours, if you cannot attend (confer with faculty first) a seminar, you must make up the time at your clinical site.

Students are expected to be present for all scheduled clinical practice experiences and seminars. Students who have extraordinary circumstances preventing attendance should explain these circumstances to the course instructor **prior to** the scheduled class or clinical lab, or as soon as possible thereafter. Instructors will make an effort to accommodate **reasonable** requests. A grade penalty may be assigned for unexcused seminar and/or clinical absences. Students are to notify the faculty member and the facility of unscheduled absences via e-mail or phone.

S**tudents** are required to electronically (via Sakai e-mail) submit a calendar of planned clinical practice dates and times to the course faculty member **prior to** beginning the clinical rotation. Any changes to the calendar (dates and times) must be submitted via email to the course faculty

member **before** the change is planned to occur. **Clinical hours accrued without prior knowledge of the faculty member will not be counted toward the total number of clinical hours required for the course.**

Students may begin their clinical practice rotation on January 6, 2015 and the rotation must be completed by April 22, 2015.

# TEACHING METHODS

Supervision of clinical practice by clinical and/or faculty preceptors, written materials, presentation of case studies.

LEARNING ACTIVITIES

Supervised clinical practice including: clinical practice under supervision with selected clients; taking client histories and conducting physical examinations; constructing differential diagnoses and provisional diagnosis; developing treatment plans congruent with evidence-based practice; presenting cases in written and verbal forms to peer groups and interdisciplinary team; writing and dictating medical record activities; analyzing scholarly works to support diagnostic approaches and treatment plan.

EVALUATION METHODS/COURSE GRADE CALCULATION

**Minimum** required contact hours (clinical practice and seminar) are **288** hours

Clinical experience will be evaluated through faculty observation, verbal communication with the student, written work, and agency staff reports using a College of Nursing Clinical Evaluation Form. Faculty reserve the right to alter clinical experiences, including removal from client care areas, of any student to maintain patient safety and to provide instructional experiences to support student learning.

Evaluation will be based on achievement of course and program objectives using a College of Nursing Clinical Evaluation Form. All areas are to be rated. A rating of Satisfactory represents satisfactory performance and a rating of Unsatisfactory represents unsatisfactory performance. **The student must achieve a rating of Satisfactory in each area by completion of the semester in order to achieve a passing grade for the course**. A rating of less than satisfactory in any of the areas at semester end will constitute a course grade of Unsatisfactory.

Faculty will hold informal evaluation conferences with the student and preceptor at each site visit. The faculty will document student progress after each site visit on the Clinical Site Visit

Evaluation form. This summary will be sent to the student electronically via the course website. Written **Mid-Term Evaluations** (College of Nursing Form) will be completed by the clinical preceptor, followed by the faculty preceptor upon completion of 144 hours of clinical practice.

Formal evaluation conferences are available upon request of the faculty, clinical preceptor or student at any time. The written **Final Evaluation** (College of Nursing Form) is completed first by the clinical preceptor with the student. The student then forwards the final evaluation to the course faculty. Final evaluation conferences with the faculty are mandatory and will be held during the last week of each clinical rotation. A student may request additional conferences at any time by contacting the clinical faculty.

Students enrolled in advanced practice courses with a clinical component will use Clinical Experience **Form F** to document clinical experience including hours, practice location and preceptor for their personal records. Students also assess their learning experience using Clinical Site Assessment **Form G**. Completed Form G is to be submitted online on the Sakai courseware. At the end of the clinical experience the student completes a **self**-**evaluation** (narrative, typed, one page). See “Forms” on course web site.

Please note: Students in Practicum take one practice certification exam in order to be satisfactory in practicum. This exam will be available on-line and details of payment and registration will be available on the course web site.

MAKE UP POLICY

In the case of an absence from seminar, the student will need to suggest a comparable alternative learning experience. In case of an absence from clinical experiences, the student will need to schedule additional clinical hours that are acceptable to the preceptor and faculty member. The faculty member will determine in this plan is an acceptable alternative.

GRADING SCALE

S Satisfactory

 U Unsatisfactory

For more information on grades and grading policies, please refer to University’s grading policies: <http://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

**Students must complete ALL of the following criteria to successfully pass the course:**

1.     Maintain patient safety in the clinical setting.

2.     Satisfactory demonstration of advanced practice professional accountability to include:

a.    Compliance with attendance and appearance guidelines as described in this syllabus and the student handbook.

b.    Complete and submit written assignments within established guidelines and time frames and expectations as described in this syllabus.

3. Satisfactory performance in the clinical setting as indicated using the NGR 6941

clinical evaluation tool.

4. Take **one** diagnosticpractice certification exam in order to be satisfactory in practicum. The exam will be available on-line and details of payment and registration will be available on the course web site.

5. **A rating of less than satisfactory in any of the above stated criteria at semester end will constitute a course grade of U.**

# REQUIRED TEXTS

Gomella, L. G. & Haist, S.A. (2014). *Clinician’s Pocket Reference* (12th ed.). Stamford, CT: Lange Clinical Science.

All texts from previous courses.

OTHER RESOURCES:

Up To Date (Library Web Site Access): Excellent current clinical information

Smart Phone Application Examples: Epocrates (drug emphasis but also general), Merck Medicus (general medical), Medscape (latest news/research), Med Calc (frequently used equations), Blackbag (new research and news), ICU Pearls (quick ICU facts), Eponyms (medical terms, signs & symptoms, dictionary), Sanford Guide to Antimicrobial Therapy (antibiotic standards), Harrison’s Internal Medicine (general medical), American College of Cardiology (cardiac standards)

Personal Pocket Pal: Personal pocket notebook/cards on important information learned from class/clinical that you want at your fingertips. Also, helpful for writing down questions that need researched.

University and College of Nursing Policies:

 Please see the College of Nursing website for a full explanation of each of the following policies - <http://nursing.ufl.edu/students/student-policies-and-handbooks/course-policies/>.

Attendance

Academic Honesty

UF Grading Policy

Accommodations due to Disability

Religious Holidays

Counseling and Mental Health Services

Student Handbook

Faculty Evaluations

Student Use of Social Media

Approved: Academic Affairs Committee: 1/97; 11/01;

Faculty: 4/97; 10/01;

UF Curriculum: 8/9; 3/00

**NGR 6941Section 19EB**

**2015**

**CLINICAL ADDENDUM**

***SPECIAL NOTE***: Please see Assignment and Seminar Activity ***due dates***. Students *may not* attend clinical and thus clinical hours may not be accumulated unless assignments and activities are submitted by posted due dates unless an extension has been requested and approved from the faculty preceptor

Minimal Requirements for Appearance in Clinical Practice Areas

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|  **Any faculty member has the right to remove any student from a clinical area if, in the** **faculty member's judgment, the student presents an unprofessional appearance or in any way is a threat to patient safety or comfort.**  |
| 1. | Graduate students are identified with the Health Science Center ID badge in clinical settings at all times during planning and/or provision of care.  |
| 2.  | Graduate students wear clothing/scrubs appropriate for the clinical setting. For example, in an office setting: clean, pressed, white lab coats over professional attire. |
| 3. | Overall appearance conveys a professional image. This includes *as a minimum*: |
|  | * Minimal jewelry (one earring per lobe)
 | * No perfumes/scented lotions/etc.
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|  | * Minimal makeup
 | * No artificial fingernails or nail polish
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|  | * Hair extending beyond collar length must be neatly secured away from face (ponytail)
* Closed-toes shoes (sandals are not allowed)
 | * Neat, short fingernails (*not visible from the palmar surface of the hand*)
* No gum chewing.
* Length of shirts and/or blouses must prevent exposure of upper and/or lower torso (no low-rise pants and/or low cut blouses/shirts).
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| 4. | Personal hygiene and grooming are of a standard that ensures the safety and comfort of clients. |
| 5. | Students arrive in clinical areas with all the required equipment (e.g., stethoscope) necessary for client care.  |
| 6. | Cell phones and pagers must be on silent/vibrate and no communications/activities are allowed during classroom sessions or patient care activities. **Assignments and Documentation**Clinical Documentation As a student nurse practitioner, you must follow the clinical documentation guidelines of the clinical facility. For any hospitalized Medicare patients, you may document only the history in the official medical record. You may not document the physical findings, assessment or plan on Medicare patients. HIPPA compliant notes on all patients listed on your Clinical Log should be available during clinicals and seminars for faculty review and comment. Weekly BlogEach student is responsible for self-reflective progress blog postings. These postings should occur at the completion of each 40 hour segment of clinical practice (total = 7). At the bottom of the blog, you can select your blogs ***to be visible to yourself and the faculty only*** (see below). You may decide to share them with classmates as well but this is only an option. Blogs should reflect major activities as well as an assessment of clinical progress, strengths, and challenges. cid:image001.png@01CDDEC1.ECC96B50 Clinical Hours LogStudents will complete a **daily clinical hours log**. Logged hours are initialed by your clinical preceptor. This log will be reviewed on site visits with your faculty preceptor. See “Forms” on course web site. **A total of 288 of clinical hours must be completed.** **Bring this log to all seminars**. Clinical Patient Log Students will complete a **daily log form** documenting clinical setting, a coded patient ID, type of visit, age, gender, diagnosis/problem,and status of patient (see E – Learning course ware site for forms). Your preceptor will sign the log daily. The log will be utilized on site visits for chart reviews and discussion. You should have a HIPAA appropriate method to be able to retrieve your patients’ work-ups. Evaluation and Due Dates Bring the clinical hours and patient logs to each seminar for review by faculty. Submit your midterm Clinical Evaluation form (completed and signed by clinical preceptor) upon completion of **approximately 140 clinical hours.** Mid-Term: **February 27th**Clinical hours logClinical patient logsClinical evaluation form - midterm Final Due Date: **April 22th** Final Clinical Evaluation form (signed by clinical preceptor) \*Form F: Clinical experience formCompleted Clinical Hours and Patient Logs \*Self Evaluation \*Form G: Clinical site evaluation form  \* submit online on course website SeminarSeminar is the time for you to share your clinical lab knowledge and experiences with peers and faculty. Scheduled seminars will provide you the opportunity to formally and informally discuss interesting cases that you have seen at your clinical site. Please come prepared to discuss cases with your peers and faculty preceptor. Also, it is expected that you will informally share your experiences and clinical pearls at these sessions. Case Presentation: Your presentation should take **20 minutes** including time for questions and discussion. Present a **synthesized (HIPAA compliant) two-page case synthesis** (not repetitive of a clinical documentation turned in for credit) and then focus on the most pertinent/important aspect (provide rationale) of the case diagnosis or management. Include 3 references minimum with at least 1 relevant and current (>2010) **evidenced-based** reference (rank the evidence with justification). Submit the presentation on the course website under “Assignments” by Monday @ 0800 and on the “Discussion Board” for classmates to review prior to your scheduled Wednesday seminar presentation. You are responsible for 1 presentation. **Students not presenting are to read the case and come prepared to discuss in a professional manner**. Clinical Documentation with Self Critique Three (3) **HIPAA compliant clinical case notes** with related clinical management (i.e., not diagnostic, not pathophysiologic) question and answer (evidence-based with ratings) are due throughout the semester (see schedule below). These documentations completed and **submitted by the due date or further clinical hours cannot be accrued**. Clinical documentation may be in any of the following standard formats: admission history and physical, progress, consultation or office SOAP note or discharge summary. Follow text (Gomella & Haist) for general guidelines. These notes must be **typed. Submit the documentation under “Assignments” on the course web site. Submit the documentation under “Assignments” on the course web site. For diagnoses/new problems of uncertain origin, include at least 3 differential diagnoses with rationale from case, and for any new treatment plans, present accompanying rationale.** Clinical Case Note Submission Dates: See Seminar ScheduleFinal Clinical Evaluation: See Seminar Schedule

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| **DATE 2015**Time: 0800-100WednesdaysClassroom B | **ASSIGNMENTS/ACTIVITIES**  |  **Student Presentations** |
| January 6 | Review On Line Course MaterialsOn your own…clarify via Email |   |
| January 21    | CASE PRESENTATIONSCLINICAL SHARINGClinical Note 1 Due | Bowman |
| February 18  | CASE PRESENTATIONSCLINICAL SHARINGClinical Note 2 Due  |  Copley |
| March 18 | CASE PRESENTATIONSCLINICAL SHARINGClinical Note 3 Due |  Georgoudiou |
| March-April  | **Required:** Individually Scheduled Final Evaluation Conferences with Faculty Preceptors   |   |

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