UNIVERSITY OF FLORIDA

 COLLEGE OF NURSING

 COURSE SYLLABUS

 Spring 2014

COURSE NUMBER NGR 6944 Section 162A

COURSE TITLE Individual Clinical Practice

CREDITS 2

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 |
|   |   |   |   |   |
| **DEPARTMENT CHAIR** |  |  |  |  |
| Susan D. Schaffer, PhD, ACNP, FNP-BCClinical Associate Professorsdschaf@ufl.edu | HPNP 2229 Gainesville | 352- 273- 6366  |   | Mondays 11 am – 1 pm  |
|  |  |  |  |  |
| **URBAN CAMPUS DIRECTOR** |  |  |  |  |
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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 Sakai is the course management system that you will use for this course. E-Learning in Sakai is accessed by using your Gatorlink account name and password at <http://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.

CLINICAL SCHEDULE (cont).

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

Variable – Minimum required clinical practice hours are 96hours.

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 **Monday, January 13, 2014.**

SEMINAR SCHEDULE

Day Time Room

Wednesdays 8:00 – 10:00 am Off campus site TBA

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| --- |
| January 22rd |
| February 19th |
| March 19th |
| April 16th  |
| Individual Evaluation TBAConferences - Mandatory |

ATTENDANCE

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 to the clinical site e.g. phone, e-mail and notification of the facility.

**Graduate students** are required to submit a written 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.**

ACCOMMODATIONS DUE TO DISABILITY

Each semester, students are responsible for requesting a memorandum from the Disability Resource Center (<http://www.dso.ufl.edu/index.php/drc/>) to notify faculty of their requested individual accommodations. This should be done at the start of the semester.

COUNSELING AND STUDENT HEALTH

Students may occasionally have personal issues that arise on the course of pursuing higher education or that may interfere with their academic performance. If you find yourself facing problems affecting your coursework, you are encouraged to talk with an instructor and to seek confidential assistance at the University of Florida Counseling Center, 352-392-1575, or Student Mental Health Services, 352-392-1171. Visit their web sites for more information: <http://www.counselling.ufl.edu/cwc/>

STUDENT HANDBOOK

Students are to refer to the College of Nursing Student Handbook for information about College of Nursing student policies, honor code, and professional behavior. Of particular importance for this course are the sections on appearance in clinical practice areas, personal liability insurance, and student safety. <http://nursing.ufl.edu/students/student-policies-and-handbooks/>

ACADEMIC HONESTY

The University of Florida Student Conduct and Conflict Resolution Policy may be found at [http://www.dso.ufl.edu/sccr/honorcode.php](http://www.dso.ufl.edu/sccr/honorcode.php#_blank)

# TEACHING METHODS

Clinical experiences and seminar.

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.

Minimum Required Clinical Practice Hours: **96** 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 evaluation conferences with the student and preceptor at each site visit. The faculty will write a summary of each conference in an advisement note. This summary will be signed by the faculty and student. **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** and the faculty completes a **student evaluation** using the College of Nursing Clinical Evaluation Form. 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://gradcatalog.ufl.edu/content.php?catoid=4&navoid=907#grades

Faculty Feedback Expectations: Written assignments will be graded within ten (10) business days of receipt. Response to emails received by faculty via the course Sakai email system will be sent within three (3) business days of receipt.

**FACULTY EVALUATION**

Students are expected to provide feedback on the quality of instruction in this course based on ten criteria. These evaluations are conducted online at https://evaluations.ufl.edu. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu.

Clinical Assignments & Ratings:

|  |  |
| --- | --- |
| **Assignments\*** | **Satisfactory Rating** |
| Clinical practice | Clinical Evaluation Tool 100% S for each criteria |
| Clinical Notes (1) | S = > 80%  |
| Case Presentation & Response to Clinical Question (A)  | S = > 80% |
| Response to Clinical Question (B)  | S = > 80% |
| Response to Clinical Question (C)  | S = > 80% |
| Clinical Log  | S = Mid Term and Final Completion and Submission |
| Clinical Hours Log | S = Mid Term and Final Completion and Submission |
| Self- reflective Journals  | Completion |
| Blogs (2) | Completion |
| Practice Certification Exam | Completion |
| Self-evaluation | Completion |

 \*See Addendum please

All course clinical and seminar assignments must achieve a Satisfactory (S) rating to

successfully complete the course with an overall (S) rating. An Unsatisfactory (U) rating in any

clinical or seminar assignment will result in an overall (U) rating for the entire course.

**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 practice certification exam in order to be satisfactory in practicum. These exams 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.**

For more information on grades and grading policies, please refer to University’s grading policies: <http://gradschool.ufl.edu/catalog/current-catalog/catalog-general-regulations.html#grades>

# 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.

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

Faculty: 4/97; 10/01;

UF Curriculum: 8/9; 3/00

**NGR 6944 Section 162A**

**Addendum**

**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 Journal

Each student is responsible for self-reflective progress journal postings. These postings should occur at the completion of each week or 40 hour segment of clinical practice. The postings are shared with course faculty only and should reflect major activities as well as an assessment of clinical progress, strengths, and challenges. Post under “Blogs” by selecting “**Only site administrators and I** ” mode. This will allow you and Professor Solomon only to view the Journal.



Blogs

Throughout the semester, students are encouraged to blog for at least a minimum of 6 entries under “**All members of this site**” with their classmates to share knowledge gained in the clinical area.

# Clinical Hours Log

# You 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 96 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. 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. See “Forms” on course web site. All clinical documentation must by HIPAA compliant. **Please bring this log to all seminars**.

Clinical Documentation with Self Critique

**One** (1) clinical case note with written self-critique and related clinical management questions (see Evaluation Criteria) are due throughout the semester (see Seminar schedule\*). This note must be **HIPAA compliant** and cannot be actual notes or copies of notes from the clinical setting. Absolutely no notes from clinical settings may be turned in as part of clinical assignments. Types of clinical notes may be in the form of: admission history and physical, hospital progress notes, consultation note, 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.**

\***The clinical notes must be submitted ON TIME to proceed with practice in clinical setting**.

**Case Summary Presentation**

During seminar, you will be responsible for 1 formal written and verbally presented case summary presentation. Please refer to the Seminar schedule posted on the course website for due dates.

The following are required:

A brief summary (typed, scholarly, APA) of the patient (no more than 2 pages double spaced). The summary should include:

* 1. Pertinent synthesis of the history
	2. Pertinent physical findings
	3. Pertinent lab/imaging data
	4. Hospital or clinic course to date
	5. Medications, Allergies
	6. Problem list
	7. Current assessment of major focal problem(s)

The summary should be accompanied by **THREE** (3) related case questions: **2** clinical questions and **1** legal/cultural/ethical/end-of-life/economics question.

Post the summary and questions under the course website **“Discussion Board”** by the ***Friday*** prior to your scheduled (see Seminar Schedule under Course Information on web site) verbal presentation on the following ***Wednesday*.**

**Case Summary Presentation (cont.)**

Label the questions A, B, and C. The question you select to respond to should be labeled “A”. Post your response to Question A under **“Assignments”** by ***Monday*** prior to your scheduled ***Wednesday*** verbal presentation.

The verbal summary and answer to Question A of your presentation should take no longer than **20** minutes.

**Case Question Responses (2) Verbal and Written Presentations**

During seminar, each student is responsible for responding to two (2) case summary questions (in addition to the response to one (1) question from the student’s own synthesis). The following are required:

1. Review the Seminar Schedule to determine when you are scheduled to respond to questions (B or C) posed by another student.
2. Review the case summary and related clinical questions posted by ***Friday*** prior to your assigned response date. Answer question B or C as directed on the Seminar Schedule.

We will discuss this during the first orientation class.

1. Answers must be submitted in writing (typed, scholarly, APA format) under **“Assignments”** on the course web site and verbally presented to the class during the related seminar. Responses should be no longer than 2 narrative pages (excluding references) and in APA format.

The clinical question must be answered with evidence and minimally include an evidence-based research critique (including under “Bottom Line” the internal & external validity and readiness for application to clinical practice) with Level of Evidence (LOE) (CEBM system of rating) justification and any related standards of care. Rate the research as a DOE or POEM with brief rationale.

The legal, cultural, ethical, end-of-life, or economics question does not require a research evidence-based critique or reference if none are available. However, it does require scholarly references from reputable sources.

All references should be current **(>2009**). A minimum of 3 references is required for each question answered.

*All students* are expected to be prepared to discuss, having reviewed the case and questions and researched the topic prior to coming to class for the presentation.

 **Self Evaluation**

At the completion of this clinical rotation, the student is to write a one-page typed narrative self evaluation addressing clinical performance during the semester. This should minimally include areas of growth achieved as well as areas for further clinical learning emphasis. Students should refer to previous self evaluations for comparison and contrasting.

# **CLINICAL FORMS SUBMISSION**

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 log

Clinical patient logs

Clinical evaluation form - midterm

Final Due Date: **April 23th**

Final Clinical Evaluation form (signed by clinical preceptor) \*Form F: Clinical experience form

Completed Clinical Hours and Patient Logs \*Self Evaluation

\*Form G: Clinical site evaluation form

 \* submit online on course website

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.
 |
|  | * 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).
 |
| 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. SEMINAR SCHEDULE FOR NGR 6941(section19EB) & NGR 6944 (section 162A)Jacksonville Campus Spring 2014

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| --- | --- | --- |
|  DATE |  ASSIGNMENTS  |  TIME |
|   January 22nd  | Saniyyah: Case Synthesis & Question A Kelli : Question B responseKristin : Question C responseJessica & Valerie & Lynne : Clinical Pearls, Patient Cases |  8:00 am – 10:00 am |
|  February 19th  | Jessica : Case Synthesis & Question AValerie : Question B responseLynne: Question C response Saniyyah, Kristin & Kelli : Patient Cases & Clinical Pearls**Clinical Documentation # 1 due** |  8:00 am – 10:00 am |
|  March 19th  | Kristin: Case Synthesis & Question ASaniyyah: Question B responseValerie : Question C responseKelli: Case Synthesis & Question ALynne: Question B response Jessica: Question C responseShare your Clinical Pearls!**Clinical Documentation # 2 due** |  8:00 am – 10:00 am |
|   April 16th  | Lynne : Case Synthesis & Question AJessica: Question B responseKelli : Question C response&Valerie : Case Synthesis & Question AKristin: Question B responseSaniyyah : Question C responseShare your Clinical Pearls!**Clinical Documentation # 3 due****Clinical Folder Sharing : Last chance!** |  8:00 am – 10:00 am  |
|   TBA | Individual Final Evaluation Conferences**Final Clinical Evaluation Form****Form F - online****Form G- online****Clinical Logs****Clinical Hours log****Self – evaluation** |  TBA |

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