**VNSG 1304 Foundations of Nursing I**

**Course Syllabus:** **Fall 2022**

“Northeast Texas Community College exists to provide responsible, exemplary learning opportunities.”



**Cris R. Shipp, RN, BSN**

**Instructor of Nursing**

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| **Office Hours** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Online** |
| 12:00-2:00 | 10:00-2:00 | 10:00-2:00 | 10:00-2:00 until clinical | By appointment | By appointment |

Meeting times other than what are listed above are available by email request.

*The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.*

**Catalog Course Description (include prerequisites):**

Lecture/Lab/Clinical: Three hours of lecture and one hour of lab each week.  
Prerequisite(s): Admission to the Vocational Nursing program.  
Introduction to the nursing profession including history, standards of practice, legal and ethical issues, and role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, nursing process, pharmacokinetics, and holistic awareness, including nutrition, sleep/rest activity, coping, and roles/relationships across the life span. 3 credit hours.

# **Required Textbook(s):**

Jarvis, C. (2020). *Pocket Companion for Physical Examination and Health Assessment* (8th ed.). St. Louis, MO: Elsevier.ISBN:978-0-3235-3202-0

Karch, A. M. (2020). *Lippincott Pocket Drug Guide for Nurses* (17th ed.)*.* Philadelphia: Wolters Kluwer.ISBN:978-1-7196-4005-3

Ogden, Sheila J.; Fluharty, Linda K. (2019). *Calculation of Drug Dosages: A Work Text* (11th ed.). St Louis: Elsevier Health Services.ISBN:978-0-3235-5128-1

Silvestri, Linda A.; Silvestri, Angela E. (2019). *Saunders Comprehensive Review for the NCLEX-PN Examination* (7th ed.). St Louis, MO: Elsevier. ISBN: 978-0-3234-8488-6

Williams, L.S, Hopper, P.D. (2019). *Student Workbookd for Understanding Medical Surgical Nursing* (6th ed.). Philadelphia, PA: F.A. Davis.ISBN:978-0-8036-6900-0

Williams, L.S., Hoppper, P.D. (2019). *Understanding Medical Surgical Nursing* (6th ed.). Philadelphia, PA: F.A. Davis.ISBN:978-0-8036-6898-0

Yoost, B.L., Crawford, L.R. (2023). *Fundamentals of Nursing* (3rd ed.). St Louis MO: Elsevier.ISBN:9780323828093

Yoost, B.L., Crawford, L.R. (2023). *Study Guide for Fundamentals of Nursing* (3rd ed.). St Louis, MO: Elsevier.ISBN: 9780323828147

**Recommended Reading(s):**

Van Leeuwen, A. M. (2019). *Davis' Comprehensive Handbook Lab and Diagnostic Tests with Nursing Implications* (8th ed.). Philadelphia, PA: F.A. Davis.ISBN:978-0-8036-7495-0

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| **Student Learning Objectives**  The following Course Level Objectives (CLO) are based on the *Workforce Education Course Manual* and are used to determine institutional objectives for this course are being met.  **Course Description:**Introduction to the nursing profession including history, standards of practice, legal and ethical issues, and role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, nursing process, and holistic awareness. |
| **Course Level Objectives**  1. Identify roles and legal, ethical, and professional responsibilities of a vocational nurse as a member of the health care team in a variety of health care settings  2. Identify characteristics of a therapeutic nurse/patient relationship  3. Examine positive nurse/patient mental health practices emphasizing cultural and spiritual diversity  4. Relate the history of nursing to the present day  5. Describe the components of the nursing process. |

**Student Learning Outcomes:**

The Texas State Board of Nurses (BON) provides differentiated essential competencies (DECs) (2010) to guide nursing education programs in developing a curriculum which prepares graduates to provide safe, competent, compassionate care. The competencies from the BON show the expected level of performance, integrating knowledge, skills, abilities, and judgment based upon the preparation in the program of study. The differentiation is based upon the level of the nursing education program which the student is enrolled.

The NTCC nursing program director and faculty incorporate the Differentiated Essential Competencies (DECs) (2010) into the student learning outcomes of each course, based on the level of the nursing educational program. The learning outcomes of this course are based on the essential competencies of graduates of Texas Vocational nursing education program

The student is responsible for accomplishment of all behavioral objectives either through class presentation or via independent study.

“C” denotes objectives that meet Differentiated Entry Level Competencies.

S” denotes objectives that meet SCANS competencies.

The student, upon completion of VNSG 1304, will be introduced to concepts necessary for the beginning roles (provider of care, coordinator of care, and member of a profession) by having the opportunity to complete course outcomes:

1. Describe vocational nursing. (C)

2. Relate the history of nursing to the present day. (C)

3. Identify the roles of the vocational nurse as provider of care, coordinator of care, and member of a profession. (C,S)

4. Identify the legal, ethical, and professional responsibilities of a vocational nurse as a member of the health care team in a variety of health care settings. (C)

5. Examine professional behavior, including accountability, responsibility, and honesty. (C,S)

6. Discuss the various healthcare delivery systems and the patients served, services provided, and financing. (C,S)

7. Examine the changing trends in nursing and in the healthcare delivery system and its impact on patient care. (C)

8. Differentiate the roles of the members of the health care team. (C,S)

9. Determine the role of human needs in planning nursing care. (C)

10. Discuss the concept of holistic care. (C)

11. Examine positive mental health practices emphasizing cultural and spiritual diversity. (C,S)

12. Identify characteristics of the therapeutic nurse-patient relationship.(C,S)

13. Differentiate aspects of verbal and non-verbal communication. (C,S)

14. Discuss the roles of the vocational nurse in providing culturally sensitive care to the diverse patient population. (C)

15. Give examples of the role of technology in healthcare.

16. Discuss the responsibilities of the vocational nurse related to documentation of patient care.

17. Discuss the relationship of spirituality to an individual’s total being. (C)

18. Give examples of attitudes and behaviors that demonstrate caring in nursing. (C)

19. Apply the components of the nursing process relating to primary nursing interventions. (C,S)

20. Identify the role of the VN in applying basic clinical reasoning skills to the care of the patients and the family. (C,S)

**Evaluation:**

Students will be evaluated by the instructor in the classroom, lab, and clinical. These evaluations may be of the student as an individual or as a member of the team, and may be provided verbally or in written form. Each student is provided the opportunity to evaluate the course and the instructor via campus-wide survey. Students are notified of this opportunity sometime in the second half of the semester.

**Grading Policy:**

Letter Grade Scale:

A= 90-100 points

B= 80-89 points

C= 78-79 points

F= below 78 points

Final Course Average is determined by:

Module Exams 70% of total grade

*Seven module exams: 10% each (7x10=70% of total grade)*

Comprehensive Final exam: 10% of total grade

Pop Quizzes/Group Projects/Assignments 10% of total grade

ATI/Kaplan Exams 10% of total grade

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100%

**Grade Rounding Policy:**

Vocational Nursing Exam and Course Averages will not be rounded to increase the student’s average in determining letter grade status. For example, if the student’s exam average is 77.98, then the student’s average will stand as is. There is no condition in which the student’s average will be rounded.

Exam Policy of the Vocational Nursing Program at NTCC – After all seven module exams have been administered and scored; the student’s module exam average will be used to determine if the student is eligible to sit for the comprehensive final exam. To be eligible to sit for the comprehensive final exam, the student’s module exam average must be at least a true “C” or 78% or higher. If the student does not achieve a true “C” or 78%, then the student will fail the course, and subsequently the additional co-requisite course.

**Final Course Average** – After all exams, assignments, and other course requirements are scored and posted, the student must have a “C” or better to successfully pass the course according to the Letter Grade Scale above.

**Assignments** – Module exams, comprehensive final exam, online ATI platforms, test remediation, group projects/case studies, class participation, discussion boards on Blackboard, study guide assignments, classroom assignments, and high-fidelity simulation for content reinforcement and application.

**Institutional/Course Policy:**

**Late Work** – Nurses are expected to perform their duties skillfully, competently, and with timeliness. Often times, nurses work within tight deadlines and especially with time-sensitive data or urgent situations. With this in mind, late work policies reflect the expectations of the profession to which you will be entering. Late work in this course is not accepted. Students should plan for contingencies related to internet and power outages, mechanical issues with vehicles, babysitter call-offs, and so on. Work not submitted on time will receive a “zero” in the gradebook.

**Cell/Mobile Phones** – Cell phones are strictly prohibited from use in the classroom. Use of a cell phone in the classroom will result in point deduction in a progressive manner. For example, first infraction will result in a 5 clinical point deduction. Subsequent infractions will result in 10 clinical point deduction per infraction. **There are no exceptions to this policy**.

**Exam Remediation** – Students who score below 80% on any module exam are required to meet with the instructor who delivered that content and wrote the exam to discuss remedial concepts and develop a plan for success in subsequent exam work. Students must initiate the request for the meeting by sending an email to the instructor within 24 hours of exam grade posting. Failure to request a meeting for remediation within this timeframe will result in a 5 clinical point deduction.

**Chain of Command** – Students are required to follow the Chain of Command policy in the Vocational Nursing Handbook 2020-2021. The following is the chain of command for this course:

Instructor: Cris R. Shipp, RN, BSN

Program Coordinator: Carie Overstreet, RN

Director of Nursing Programs: Dr. Karen Koerber-Timmons, PhD RN

Dean of Health Science: Dr. Marta Urdaneta PhD

Vice President of Instruction: Dr. Kevin Rose Ed. D

\*Clinical point deductions reflect deficiencies in those professional behavior areas essential to the safety of patients and integrity in the nursing profession. Clinical point are reflected in the clinical course grades, but may be instituted across all areas of the student’s interaction with the program, including classroom, lab, and clinical.

Please refer to the VN Program Handbook for policies on attendance, tardiness, uniforms, HIPAA, social media, withdrawals, communication, ethical practice, professionalism, conduct, etc. Those policies are an extension of this course’s requirements and effectively become enforceable under this syllabus as such.

**Optional Instructional Materials:** YouTube topical videos; NCLEX Question apps; E-books of any of the above mentioned texts

**Minimum Technology Requirements:** Students are required to have a laptop with sufficient power and memory to utilize testing platforms, browse the internet, and create/edit documents of various types. Students will be required to utilize Microsoft Office applications (Teams, Word, PowerPoint, Excel, etc.), their NTCC Student Email account, Blackboard, multiple nursing program platforms, ATI, UWorld, textbook resources, etc. The student will be required to have access to the internet for in class, as well as out of class resources and assignments. There will be no exceptions to these requirements.

**Required Computer Literacy Skills**: Ability to operate a computer, browse the internet, create and edit documents, download and upload resources/assignments, and access examinations and tutorials through internet based and installed applications.

**Course Structure and Overview:** Provided in Blackboard under “Start Here” folder in VNSG 1304 course.

**Communications**: The student is expected to communicate with classmates, instructors, various campus and clinical personnel, and campus administration in a professional and respectful manner upholding the highest degree of consideration and ethical practice in an effort to mirror expectations of the profession of nursing. The student is required to utilize their NTCC provided student email account for all written communication. For further details, see “Communications Policy” in Blackboard, as well as the VN Program Handbook.

**Student Responsibilities/Expectations:**

1. Review Eagle Email daily to stay abreast of any changes or additional information.

2. Be prepared and present for all class meetings, which includes eliminating distractions including mobile phone use, web surfing, and discussions with other students during lecture.

3. Submit all assignments and other requirements by date and time assignment is due and with great attention to detail.

Refer to the VN Program Student Handbook for all policies related to VNSG courses and program requirements.

**Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements:**

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC’s website (http://www.ntcc.edu/) for instructions about continuing courses remotely, Blackboard for each class for course specific communication, and NTCC email for important general information. Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

**NTCC Academic Honesty Statement:**

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

**Academic Ethics**

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

**ADA Statement:**

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student’s responsibility to request accommodations. An appointment can be made with Katherine Belew, Academic Team Lead Coordinator of Special Populations located in the Student Services. The website to receive more information and to obtain a copy of the Request for Accommodations, please refer to the [NTCC website - Special Populations](http://www.ntcc.edu/index.php?module=Pagesetter&func=viewpub&tid=111&pid=1) as well as contacting them at this email [specialpopulations@ntcc.edu](mailto:specialpopulations@ntcc.edu) or calling (903)434-8104.

**Family Educational Rights and Privacy Act** (**FERPA**):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children’s educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered “eligible students.” In essence, a parent has no legal right to obtain information concerning the child’s college records without the written consent of the student. In compliance with FERPA, information classified as “directory information” may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student’s name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

**Tentative Course Timeline (\*note\* instructor reserves the right to make adjustments to this timeline at any point in the term):**

**Module One**

*Chapter 1: Nursing, Theory, and Professional Practice*

*Chapter 2: Values, Beliefs, and Caring*

*Chapter 3: Communication*

*Chapter 4: Critical Thinking in Nursing*

*Chapter 19: Vital Signs*

**Module Two**

*Chapter 5: Introduction to the Nursing Process*

*Chapter 6: Assessment*

*Chapter 7: Nursing Diagnosis*

*Chapter 8: Planning*

*Chapter 9: Implementation and Evaluation*

*Chapter 10: Documentation, Electronic Health Records, and Reporting*

**Module Three**

*Chapter 11: Ethical and Legal Considerations*

*Chapter 13: Evidence-Based Practice and Nursing Research*

*Chapter 14: Health Literacy and Patient Education*

*Chapter 15: Nursing Informatics*

*Chapter 16: Health and Wellness*

**Module Four**

*Chapter 18: Human Development*

*Chapter 20: Health History and Physical Assessment*

*Chapter 21: Ethnicity and Culture*

*Chapter 22: Spiritual Health*

*Chapter 23: Community Health, Public Health, and Home Health Care*

**Module Five**

*Chapter 25: Safety*

*Chapter 26: Asepsis and Infection Control*

*Chapter 27: Hygiene and Personal Care*

*Chapter 28: Activity, Immobility and Safe Movement*

*Chapter 29: Skin Integrity and Wound Care*

**Module Six**

*Chapter 30: Nutrition*

*Chapter 31: Cognitive and Sensory Alterations*

*Chapter 32: Stress and Coping*

*Chapter 33: Sleep*

**Module Seven**

*Chapter 34: Diagnostic Testing*

*Chapter 36: Pain Management*

*Chapter 38: Oxygenation and Tissue Perfusion*

*Chapter 40: Bowel Elimination*

*Chapter 41: Urination Elimination*

*Chapter 42: Death and Loss*

Course calendar, module details, and important campus/program/course dates provided in Blackboard.

**Other Course Policies:**

Refer to the Northeast Texas Community College Handbook and the VN Program Handbook for specific policies.

**Communication Policy**

Vocational Nursing Program

Northeast Texas Community College

**Communication with your Classmates**

Each student is expected to interact with others in the class, develop and share ideas, share experiences, and receive feedback. In order to maintain a “therapeutic milieu” and environment conducive of learning, this communication is to be respectful, considerate, and courteous at all times and without fail. Should communication be deemed disrespectful by the instructor or perceived to be disrespectful by students, there will be disciplinary intervention of at least being asked to leave the class in which the student will expect to receive an absence; but may include intervention at the maximum of being dismissed from the program.

Methods of communications may include class face-to-face discussion, Blackboard discussions, school provided email, and any other route acceptable to all students involved in interaction.

**Communication with the Instructor (outside of classroom)**

College email will be utilized for all communications outside of the classroom or clinical environments, except as noted below. Additionally, the student will be expected to send all communications from their school provided email address. Please remember, that while the internet is available 24 hours a day, your instructor and other students are not. In this course, you can expect that your instructor will respond to messages within 48 hours, except for weekends, college breaks between semesters, and college recognized holidays when response times will be at the instructor’s discretion.

**Classroom/Clinical “call-offs” and urgent/emergent matters are the only appropriate communications that should be directed to the instructor’s personal cell phone.** It is important to use your best judgement in regard to utilizing the instructor’s personal cell phone number for communications. To help you make this determination, the following examples are provided:

Email Instructor:

* Computer problems experienced after normal business hours
* Questions regarding expectations, assignments, etc. after normal business hours
* Questions regarding the schedule after normal business hours (remember, a calendar is provided to you; and you are expected to be on campus from 0900-1600 every single day – no exceptions. Any unexpected start time will be communication to the student as soon as decision is made. Any early release is a perk for that day.)
* Uniform questions after normal business hours.
* Volunteer opportunity approval.

Call/Text Instructor:

* Urgent situation experienced on way to school/clinical (flat tire, witness wreck, etc.)
* Emergency experienced that will prevent participation in classroom or clinical.
* Any of the above noted examples (email) occurring between the hours of 0900-1800 Monday-Thursday.
* Change in clinical assignment as provided by preceptor.
* Experiencing some sort of trouble in clinical.
* Early release from clinical.
* You had an overwhelmingly amazing day in clinical and want to share.

It is reasonable to expect there are situations outside of these examples, however, the student is asked to use their best judgement in choosing how to notify instructor.

**Communication with Instructor (on campus)**

Face-to-face conversations are welcome. Your instructor will have available office hours posted. Students may request a meeting by sending an email or making a call to the office number to arrange for a conversation during the instructor’s posted office hours. Any meetings outside of these timeframes is at the instructor’s discretion.

Unless otherwise noted, students are asked to be respectful of breaks provided during lecture hours and recognized lunch hours.

Questions or concerns regarding this policy may be directed to Carie Overstreet, RN at [coverstreet@ntcc.edu](mailto:coverstreet@ntcc.edu).

**By signing below, you acknowledge understanding of this policy and have had an opportunity to have your questions answered**.

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Student Date