

PROFESSIONAL NURSING COMPETENCIES (RNSG 1216)

CREDIT

2 Semester Credit Hours (0 hours lecture, 8 hours lab) 128 Contact Hours

MODE OF INSTRUCTION

Face to Face/Hybrid (web assisted)

PREREQUISITE/CO-REQUISITE:

Prerequisites: Admission to the nursing program

Co-Requisites: RNSG 1128, RNSG 1160, RNSG 1125, RNSG 1330

Companion: RNSG 1330, RNSG 1160

COURSE DESCRIPTION

Development of professional nursing competencies in the care of patients throughout the lifespan. Emphasizes psychomotor skills and clinical reasoning in the performance of nursing procedures related to the concepts of clinical judgment, comfort, elimination, fluid and electrolytes, nutrition, gas exchange, safety, functional ability, immunity, metabolism, mobility, and tissue integrity. Includes health assessment and medication administration. This course lends itself to a concept-based approach.

COURSE OBJECTIVES/ COURSE MEASURABLE LEARNING OUTCOMES

Upon completion of this course, the student will be able to	End of Program Student Learning Outcome (EOP SLO)	Differentiated Essential Competency (DEC)
1.	*Apply concepts and principles necessary for the performance of professional nursing skills across the lifespan;	MOP A1a,b,c PCC A1a,b, 2b, CJ 2c, B4 PSA B1a,b,c, CJ B3a
2.	*Demonstrate clinical reasoning in the performance of safe professional nursing skills;	PCC CJ B5 PSA CJ B3a,b, B4
3.	*Demonstrate a comprehensive head to toe and a focused health assessment;	PCC B1,2,3, CJ B2, B3a
4.	*Demonstrate safe medication administration.	PSA B4, CJ B3b,c, B5

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5.	Demonstrate the legal/ethical scope of nursing practice during nursing procedures.	4	MOP A1a,b,c, A2, A4 PCC E9
6.	Utilize professional comportment, communication, and culturally sensitive patient-centered care during nursing procedures for diverse patients.	1,5,7	PCC B5, C1a PCC <i>CJ</i> B5

Note: * indicates WECM End-of-Course Outcome.

INSTRUCTOR CONTACT INFORMATION

Instructor: Misty Jones, MSN, RN (Course Leader)
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Clinical Teaching
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REQUIRED TEXTBOOKS AND MATERIALS

Assessment Technologies Institute, Inc. (ATI)

- HealthAssess 3.0
- Dosage Calculation and Safe Medication Administration 4.0

Clinical Skills: Skills for Nursing Collection, Essentials. Elsevier Health Sciences (US).

Woods, J.K., Marshall, S., & Forrester, M.K. (2023). *Clinical Calculations* (10th ed.). Elsevier Health Sciences (US).

Yoost, B.L. & Crawford, L.R. (2020). *Fundamentals of Nursing: Active Learning for Collaborative Practice* (2nd ed.). Elsevier Health Sciences (US).

Sherpath for Woods, J.K., Marshall, S., & Forrester, M.K. (2023). *See Clinical Calculations* (10th ed.). Elsevier Health Sciences (US).

Sherpath for Yoost, B.L. & Crawford, L.R. (2020). *Fundamentals of Nursing: Active Learning for Collaborative Practice* (2nd ed.). Elsevier Health Sciences (US).

COURSE OUTLINE

Nursing Principles

- I. Asepsis and Infection Control
 - A. Normal Structure and Function of the Body's Defense System
 - B. Altered Structure and Function of the Body's Defense system
 - C. Medical Asepsis
 - D. Personal Protective Equipment
- II. Activity, Immobility, and Safe Movement
 - A. Normal Structure and Function of Movement
 - B. Altered Structure and Function of Movement
 - C. Body Mechanics
 - D. Patient Comfort and Positioning
 - E. Mobility and Range of Motion
 - F. Ambulation with Assistive Devices
 1. Antiembolism Hose
 2. Sequential Compression Devices
- III. Safety
 - A. Safety in the Home, Community, and Health Care Settings
 - B. Factors Affecting Safety
 - C. Altered Safety
 - D. Physical Restraints
- IV. Hygiene and Personal Care

- A. Alterations in Structure and Function Affecting Hygiene Care
- B. Patient Comfort and Hygiene
- C. Feeding and Assisting with Meals
- D. Aspiration Precautions
- E. Elimination
 - 1. Bedpans and Urinals
 - 2. Midstream urine specimens
 - 3. Measuring intake and output
- V. Surgical Asepsis
 - A. Sterile Fields
 - B. Sterile Gloving
- VI. Nutrition
 - A. Normal Structure and Function
 - B. Altered Structure and Function
 - C. Insertion, Placement, and Removal of Nasogastric Tubes
 - D. Enteral Feedings via Nasogastric, Naso jejunal, and Percutaneous Endoscopic Gastrostomy Tubes
- VII. Medication Administration
 - A. Forms of Medication and Routes of Administration
 - B. Safe Medication Administration
 - 1. Oral Medication Administration
 - 2. Subcutaneous, Intramuscular, and Intradermal Medication Administration
 - a. Preparing Injections: Ampules, Multidose Vials, and Reconstituting Medications
 - b. Mixing Insulin
 - c. Blood glucose monitoring
 - 3. Topical, Rectal, Eye and Ear Medication Administration
 - 4. Administering Intravenous Medications and Intermittent Solutions
 - a. Insertion & Maintenance
 - b. Removal of Intravenous Catheters
 - 5. Nebulized Medication and Inhaler Administration
- VIII. Urinary Elimination
 - A. Normal Structure and Function of the Urinary System
 - B. Altered Structure and Function of the Urinary System
 - C. Urinary Catheterization: Insertion and Care
- IX. Oxygenation and Tissue Perfusion
 - A. Normal Structure and Function of Oxygenation
 - B. Altered Structure and Function of Oxygenation
 - C. Oxygen Administration and Safety
 - D. Tracheostomy, Nasotracheal, Nasopharyngeal, Oropharyngeal, and Oral Suctioning
 - E. Tracheostomy Care
 - F. Collecting Sputum Specimens
- X. Bowel Elimination

- A. Normal Structure and Function of the Gastrointestinal Tract
- B. Altered Structure and Function of the Gastrointestinal Tract
- C. Administering an Enema
- D. Ostomy Care
- E. Occult Blood Testing
- XI. Skin Integrity and Wound Care
 - A. Normal Structure and Function of the Skin
 - B. Altered Structure and Function of the Skin
 - C. Wound Assessment
 - D. Wound Irrigation and Care
 - 1. Changing a sterile Dressing: Dry, Wet/Damp-to-Dry
 - 2. Negative-Pressure Wound Therapy, or Vacuum-Assisted Closure
 - 3. Obtaining a Wound Culture Specimen
- XII. Blood Transfusions
 - A. Administration of Blood Products
 - B. Transfusion reactions
- XIII. Fluid and Electrolyte Balance
 - A. Administering Total Parenteral Nutrition
 - B. Central Line Dressing Change and Care

Nursing Assessment

- I. Vital Signs
 - A. Vital Sign Measurement
 - B. Temperature
 - C. Pulse
 - D. Respirations
 - E. Blood Pressure
 - F. Pulse Oximetry
 - G. Pain Assessment
- II. Health History and Physical Assessment
 - A. Obtaining Height and Weight
 - B. Patient Interview
 - C. Preparation for Physical Assessment
 - D. Assessment Techniques
 - E. General Survey
 - F. Physical Examination
 - G. Focused Assessment
 - H. Completion of the Physical Assessment

Clinical Calculations

- I. Systems Used for Drug Administration and Temperature Conversion
 - A. Introduction to Measurement Systems
 - B. Metric System Conversion for Drug Administration
- II. Conversion Within the Metric and Household Systems

- A. Metric and Household Systems Used in Health Care
- B. Metric and Household Equivalents by Weight, Volume, and Length
- III. Interpretation of Drug Labels, Drug Orders, Bar Codes, MAR and eMAR, Automation of Medication Dispensing Administration, and Abbreviations
 - A. Interpretation of Drug Labels, Drug Orders, and Drug Differentiation
 - B. Unit-Dose Dispensing System (UDDS), Computerized Drug Administration, Bar Code Medication Administration, Medication Distribution, Documentation of Medication Administration, and the Use of Abbreviations
 - C. Reading Medication Labels
 - D. Medication Order Interpretation
- IV. Prevention of Medication Errors
 - A. Safe Drug Administration and Preventing Medication Errors
 - B. Nursing Practice and the 10 Rights in Drug Administration
 - C. Aspects of Safe Medication Administration
- V. Methods of Calculation
 - A. Basic Formula and dimensional Analysis Methods of Drug Calculations
 - B. Ratio and Proportion and Fractional Equation Methods of Drug Calculations
- VI. Methods of Calculation for Individualized Drug Dosing
 - A. Body Weight, Ideal Body Weight, Adjusted Body Weight, and Lean Body Weight Methods of Calculation for Individualized Drug Dosing
 - B. Body Surface Area (BSA) Methods for Individualized Drug Dosing
- VII. Oral and Enteral Preparations with Clinical Applications
 - A. Solid Oral Medications and Liquid Medications
 - B. Medications Dissolved and Absorbed in the Mouth and Medications Given Through Feeding Tube
 - C. Forms and Calculations of Oral Medication
- VIII. Injectable Preparations with Clinical Applications
 - A. Intradermal, Subcutaneous, and Intramuscular Injections
 - B. Mixing of Injectable Drugs
- IX. Antidiabetic Medications
 - A. Blood Glucose Monitoring, Oral Antidiabetic Medications, and Types of Insulin
 - B. Insulin Injections, Mixing Insulins, Insulin Pen Devices, and Insulin Pumps
- X. Alternative Methods for Drug Administration
 - A. Transdermal Patch and Other Alternative Methods for Drug Administration
 - B. Pharyngeal Spray, Mouthwash, Lozenge, and Other Alternative Methods for Drug Administration
- XI. Intravenous Preparations with Clinical Applications
 - A. Intravenous Sites and Devices and Direct Intravenous Injections
 - B. Continuous Intravenous Administration and Calculation of Intravenous Flow Rate
 - C. Intermittent Intravenous Administration and Flow Rates for Infusion Pumps and Secondary Sets
- XII. Anticoagulants
 - A. Anticoagulants, Warfarin, New Oral Anticoagulants, and Reversal Agents

- B. Heparin, Heparin Dosing, Unfractionated Heparin, and Calculating Heparin Dosages
- XIII. Pediatrics
 - A. Factors Influencing Pediatric Drug Administration
 - B. Pediatric Drug Calculations and Pediatric Dosage from Adult Dosage

<u>Week</u>	<u>Day</u>	<u>Skills Module</u>	<u>Health Assessment Module</u>	<u>Dosage Calculations Module</u>	<u>Assignments/Readings Prior to Lab @ 1159 PM</u>
Week 1: June 2-4	Tuesday – June 2 1200 - 1500	Module 1: Asepsis & Infection Control <ul style="list-style-type: none"> • Performing hand hygiene • Donning & doffing PPE Module 2: Activity/Safety <ul style="list-style-type: none"> • Assisting with moving a patient in bed • Performing ROM • Transferring clients • Assisting with ambulation (canes, walker, crutches) • Using restraints • Applying compression stockings DEMO/PRACTICE			ESSENTIAL SKILLS: Modules 1 & 2
	Wednesday – June 3 1200-1500	Modules 1 & 2 PRACTICE <i>Peer Checkoffs Modules 1 & 2</i>		Medication Administration Worksheet (to be completed in class)	ATI Dosage Calculations Module: <ul style="list-style-type: none"> • Medication Administration
	Thursday – June 4 1200-1500		Module 1: Vital Signs/General Assessment DEMO/PRACTICE		

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Week 2: June 9-11	Tuesday – June 9 1200-1500		Module 2: Neuro/Head, Neck, Face Assessment Module 3: Skin Assessment DEMO/PRACTICE		ATI Health Assess Module: Head, Neck, & Neuro ATI Health Assess Module: Skin ATI Health Assess Module: Breast & Lymph
	Wednesday – June 10 1200-1500		Modules 1 - 3 PRACTICE		
	Thursday – June 11 1200-1500		Module 4: Musculoskeletal Assessment Module 5: Cardiovascular Assessment Module 6: Respiratory Assessment Module 7: Abdominal Assessment DEMO/PRACTICE		ATI Health Assess Module: Musculoskeletal & Neuro ATI Health Assess Module: Cardio ATI Health Assess Module: Respiratory ATI Health Assess Module: Abdominal
Week 3: June 16-18	Tuesday – June 16 1200-1500	Module 3: Hygiene <ul style="list-style-type: none"> • Complete bed bath • Providing perineal care (male and female) • Providing denture care • Shaving a male patient 		<i>Oral Medications Worksheet (to be completed in class)</i>	ESSENTIAL SKILLS: Modules 3 ATI Dosage Calculations: <ul style="list-style-type: none"> • Oral Medications

		<ul style="list-style-type: none"> • Elimination (bed pans & urinals) • Replacing linens on an unoccupied and occupied bed • Feeding & Assisting with Meals • Obtaining blood glucose • Bed pans and urinals <p>DEMO/PRACTICE</p>			
	Wednesday – June 17 1200-1500	Module 4: Surgical Asepsis <ul style="list-style-type: none"> • Preparing a sterile field • Surgical gloving • Surgical hand scrub <p>Modules 3 & 4 PRACTICE</p>	Modules 1 – 7 PRACTICE		ESSENTIAL SKILLS: Modules 4
	Thursday – June 18 1200-1500	<i>Peer Checkoffs Modules 3 & 4</i>		<i>Powdered Medications Worksheet (to be completed in class)</i>	ATI Dosage Calculations: <ul style="list-style-type: none"> • Powdered Medications
Week 4: June 23-25	Tuesday – June 23 1200-1500	Module 5: Wound Care <ul style="list-style-type: none"> • Performing sterile wound irrigation • Removing and applying dry dressings • Wound care and irrigating • Dressing wounds • Wound drainage systems 			ESSENTIAL SKILLS: Modules 5

		<ul style="list-style-type: none"> Collecting a wound culture <p>DEMO/PRACTICE</p>			
	Wednesday – June 24 1200-1400	<p>Module 6: O2/Tracheostomies</p> <ul style="list-style-type: none"> Administering oxygen: applying nasal cannula, applying a simple mask, applying nonrebreather, applying venturi mask Tracheostomy care Nasotracheal & nasopharyngeal suctioning Collecting a sputum specimen <p>Modules 5 & 6 PRACTICE</p>	Modules 1 – 7 PRACTICE		ESSENTIAL SKILLS: Modules 6
	Thursday – June 25 1230-1700	Peer Checkoffs Modules 5 & 6	Modules 1 – 7 PRACTICE		
Week 5: June 30- July 2	Tuesday – June 30 1200-1500	SKILLS CHECKOFFS MODULES 1 – 6	Health Assessment #1 Checkoffs (Vital Signs)	<i>Injectable Medications Worksheet (to be completed in class)</i>	ATI Dosage Calculations: Injectable Medications
	Wednesday - July 1 1200-1500	SKILLS CHECKOFFS MODULES 1 – 6	Health Assessment #1 Checkoffs (Vital Signs)		
	Thursday – July 2 1200-1500	MID-TERM EXAM			
	Tuesday – July 7 1200-1500	Module 7: Nasogastric Tubes			ESSENTIAL SKILLS: Module 7

Week 6: July 7-9		<ul style="list-style-type: none"> • Inserting a nasogastric tube & maintenance of a nasogastric tube • Nasogastric decompression • Removing a nasogastric tube • Administering enteral nutrition <p>DEMO/PRACTICE</p>			
	Wednesday – July 8 1200-1500	<p>Module 8: Urinary</p> <ul style="list-style-type: none"> • Urine specimen collection • Inserting, maintaining, & removing an indwelling urinary catheter (male & female) • Performing intermittent catheterization • Measuring intake and output <p>Modules 7 & 8 PRACTICE</p>	Modules 1 – 7 PRACTICE		<p>ESSENTIAL SKILLS: Module 8</p> <p>ATI Dosage Calculations:</p> <ul style="list-style-type: none"> • Parenteral (IV) Medications
	Thursday – July 9 1200-1500	Peer Checkoffs Modules 7 & 8	Module 8: Rectum & Genitourinary Assessment DEMO/PRACTICE	<i>Parenteral (IV) Medications Worksheet (to be completed in class)</i>	ATI Health Assess Module: Rectum & Genitourinary
Week 7:	Tuesday – July 14 1200-1700	<p>Module 9: Bowel Elimination</p> <ul style="list-style-type: none"> • Administering an enema • Performing gastric occult blood testing 			ESSENTIAL SKILLS: Module 9

July 14-16		<ul style="list-style-type: none"> Providing ostomy care and draining an ostomy pouch <p>DEMO/PRACTICE</p>			
	Wednesday – July 15 1200-1500	<p>Module 10: Central Venous Access Devices</p> <ul style="list-style-type: none"> Dressing change for a CVAD <p>Modules 9 & 10 PRACTICE</p>	Modules 1 – 8 PRACTICE		ESSENTIAL SKILLS: Module 10
	Thursday – July 16 1200-1500	<p><i>Peer Checkoffs</i> <i>Modules 9 & 10</i></p>	<p>Module 9: Head-to-toe Assessment</p> <p>DEMO/PRACTICE</p>		ATI Health Assess Module: Head-to-toe ATI Health Assess: Older Adult
Week 8: July 21-23	Tuesday – July 21 1200-1500	<p>Module 11: Medication Administration (Part 1)</p> <ul style="list-style-type: none"> Administering oral, topical, ear & eye, rectal medications using the rights of Medication Administration Administering injections (SC, IM, ID) using the rights of medication administration Documenting medication administration <p>DEMO/PRACTICE</p>			ESSENTIAL SKILLS: Module 11 (Part 1)

	Wednesday – July 22 1200-1500	ATI Dosage Calculation Exam Skills Practice (time permitting)			
	Thursday – July 23 1200-1500	<p>Module 11: Medication Administration (Part 2)</p> <ul style="list-style-type: none"> • Initiating a peripheral intravenous infusion • Initiating peripheral IV access • Discontinuing a peripheral IV catheter • Administration of IV solutions (primary, piggyback, push) • Using an infusion pump • Discontinuing IV therapy <p>Module 12: Blood Transfusions & Administering TPN & PPN</p> <p style="text-align: center;">DEMO/PRACTICE</p>	Modules 1 – 9 PRACTICE		<p>ESSENTIAL SKILLS: Module 11 (Part 2)</p> <p>ESSENTIAL SKILLS: Module 12</p>
Week 9: July 28-30	Tuesday – July 28 1200-1500	Modules 11 (Part 1 & 2) PRACTICE	Health Assessment Checkoff #2: Head-to-toe Assessment	<i>Parenteral (IV) Medications Worksheet</i> <i>(to be completed in class)</i>	ATI Dosage Calculations: <ul style="list-style-type: none"> • Dosages by Weight
	Wednesday – July 29 1200-1500	ATI Fundamentals Exam Practice (time permitting)			
	Thursday – July 30 1200-1500	Modules 11 (Part 1 & 2) PRACTICE	Health Assessment Checkoff #2: Head-to-toe Assessment		
	Tuesday – Aug 4 1200-1500	Skills Checkoff #2 Modules 7 - 11	Health Assessment Checkoff #2: Head-to-toe Assessment (if needed)		

Week 10: August 4-6	Wednesday - Aug 5 1200-1500	Skills Checkoff #2: Modules 7-11			
	Thursday - Aug. 6 1200-1500	<i>Comprehensive Final Exam</i>			

TEACHING STRATEGIES

- On-line Pre-Learning Modules
- Faculty Demonstration
- Guided Discussion
- Deliberate Skills Practice
- Peer Collaboration
- Peer Checkoffs
- Instructor Feedback
- Skill Validation/Checkoff

COURSE EVALUATION

Final grades will be calculated according to the following criteria:

Evaluation Method	Course Grade %
1. *Elsevier Clinical Skills Module assignments	10%
2. *ATI Health Assess Module assignments	10%
3. *ATI Dosage Calculations Module assignments	10%
4. Skills Competency Exams (2)	10%
5. Health Assessment Competency Exams (2)	10%
6. Mid-term Exam	15%
7. Standardized Drug Calculation Exam & Remediation	5%
8. Standardized Fundamentals Exam & Remediation	5%
9. Comprehensive Final Exam	25%
TOTAL	100%

GRADE SCALE

- 90-100 A
- 80-89 B
- 75-79 C *Required for progression in nursing program.
- 60-74 D
- 0-59 F

FINAL GRADE ROUNDING POLICY

Final course grades are rounded only at the conclusion of the course after all grades have been calculated. Grades ending in 0.5 or higher will be rounded to the next whole number (e.g., 74.5 rounds to 75; 89.5 rounds to 90). Grades are not rounded on individual exams, assignments, quizzes, or interim grade calculations. Faculty do not add extra points, curve grades, or individually adjust grades outside of the published grading policy.

STANDARDIZED TESTING POLICY

Students are required to complete all assigned standardized assessments associated with this course. Standardized testing is intended to support NCLEX-RN preparation, evaluate readiness

for professional practice, and identify areas requiring remediation based on student scores in comparison with national program scores.

Standardized exams will not account for more than 10% of the course grade in accordance with best practices for standardized testing and Texas Board of Nursing regulations. Standardized exam scores will be calculated in the course grade if all requirements are submitted by the due date. Remediation for standardized exams is required.

ATTENDANCE POLICY

Students are expected to attend all classroom, laboratory, and clinical experiences. Therefore, absences should not be scheduled. If a student experiences an unplanned absence (illness or emergency), the student must contact the course faculty member by email or the administrative associate for the nursing program prior to the scheduled class, laboratory, or clinical time and provide documentation of the absence. Failure to notify faculty and/or provide adequate documentation of the absence may result in an unexcused absence and initiation of the disciplinary process.

DROP POLICY

If you wish to drop a course, you are responsible for initiating and completing the drop process by the specified date as listed in the College Calendar on the [Student Success](#) web page. If you stop coming to class and fail to drop the course, you will earn an “F” in the course.

TECHNICAL REQUIREMENTS

For the latest technical requirements, including hardware, compatible browsers, operating systems, etc., review the Minimum Computer and Equipment Requirements on the [LIT Online Experience](#) page. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

DISABILITIES STATEMENT

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles’ Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email specialpopulations@lit.edu. You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](#).

STUDENT CODE OF CONDUCT STATEMENT

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at

www.lit.edu. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

ARTIFICIAL INTELLIGENCE STATEMENT

Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI/ChatGPT in their courses.

AI IN NURSING COURSES

Students are expected to follow course assignment instructions and grading rubrics. Unless otherwise indicated in the assignment instructions, information obtained through AI resources should not be submitted as a student's original work. Unless specifically granted by individual faculty members, students do not have permission to upload faculty intellectual property (PowerPoint Presentations, lecture notes, assignments, course materials, voice or lecture recordings) to any AI platform. Students demonstrating these behaviors or other inappropriate use of AI may be subject to disciplinary process.

STARFISH

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

ACADEMIC DISHONESTY

Students enrolled in the nursing program at LIT must maintain academic and behavioral expectations consistent with the profession of nursing and in accordance with the nursing program Student Handbook. Standards of *nursing practice include (but are not limited to) behaviors indicating honesty, accountability, trustworthiness, reliability, and integrity*. The inability of a student to consistently conform his/her/their conduct to requirements of the Nursing Practice Act and BON rules and regulations through a single incident or pattern of personal, academic, or other unacceptable behaviors will result in the disciplinary process. The disciplinary process may include verbal counseling, written counseling, and or dismissal from the nursing program.

LATE ASSIGNMENTS

Late assignments are generally not accepted in this course. Group NP and CJ application exercises are due at the end of the class period. Students who are absent and document excused extenuating circumstances (I.e. severe illness or natural disaster) must notify the faculty member of the circumstance prior to class and work collaboratively with faculty prior to the due date on the assignment to develop a plan for submitting the assignment. This collaboration should occur prior to the weekend or school holiday. Assignments will not be accepted late without prior arrangements. Students must be present to earn Audience Response Question grades, and all exams are taken in person. Students who are sick on exam day must notify faculty by email prior to the exam start time. Valid documentation must be provided to the faculty member in order for arrangements to be made for retaking the exam or an alternate solution as determined by the Nursing Program Director.

PERMISSION TO RECORD LECTURES

Students are not allowed to record (audio or video) lectures or class discussions without the expressed permission of the faculty member. This includes pictures of presentations.

CIVILITY

Learning can be an intimidating experience for some students. It is imperative that students in the AASN program are respectful and civil to student colleagues as well as faculty in order to facilitate a safe and effective learning environment. It is imperative for students to realize that all students do not process information in the same manner or learn information in the same way. The AASN program Faculty respect the varied backgrounds, experiences, and learning styles of our students. Civility is maintained when there is order, respect for the teaching and learning process, empathy, and consideration for others. Students are expected to demonstrate civility in the classroom, online environment, and in all face-to-face as well as electronic communications. Demonstrations of uncivil behavior are unacceptable, do not demonstrate attributes of a professional nurse, and may result in initiation of the disciplinary process including but not limited to the student being excused from the experience, course, and potentially the nursing program.

DRESS CODE

Student appearance is expected to be professional in nature during all class, lab, and clinical experiences.

- Dress for classroom experiences should be comfortable and appropriate for the experience.
- Students should be considerate of others and avoid potentially offensive graphics, expressions, clothing that is tight or revealing, maintain good hygiene, and avoid using strong scents (cologne/perfume and strong-smelling soap/lotion).
- Students not adhering to these standards may be dismissed resulting in an unexcused absence, zero on any daily assignment, and initiation of the disciplinary process.

ADDITIONAL COURSE POLICIES/INFORMATION

COURSE GRADING AND ASSIGNMENTS

Class attendance and satisfactory completion of all assignments is essential in order to be successful in the course.

COURSE EXAMS

One mid-term exam and a comprehensive final exam will be administered during this course. Exams will be taken in person and during class time. Upon entry to the testing room, students must show the official LIT Student ID. The ID must always remain visible on the student's desk during exam administration. The following items are not allowed in the testing room:

- Hats, caps, scarfs, hooded shirts (unless religious covering)
- Food, candy, drinks
- Cell phone, electronic devices, smart watches, smart glasses, recording devices

Non-adherence to the test security policy will constitute academic dishonesty and initiate the disciplinary process which will result in a zero on the exam and may also result in dismissal from the nursing program.

STRATEGIES OF SUCCESS

- Students earning <75% on any exam, skill demonstration, or mid-term evaluation and students repeating a course must schedule a meeting with course faculty to initiate the Strategies of Success initiative.
- Posted scores of <75% initiate the process.
- Strategies of Success is a retention and student success initiative in which students are encouraged to be accountable for their learning by scheduling a meeting with course faculty, identifying issues leading to the grade, and collaborating with faculty on strategies to improve the grade and achieve learning outcomes of the course.

SKILLS AND HEALTH ASSESSMENT COMPETENCY EXAMS

Two skills competency exams and two Health Assessment competency exams will be administered during this course. Exams will be taken in person and during designated class time. Demonstrations have clearly defined rubrics indicating expected performance. Unsatisfactory (failing) scores on three (3) skill or health assessment demonstrations are considered insufficient to pass the laboratory/simulation course. Students demonstrating inadequate preparation for laboratory/simulation experiences will be subject to the nursing program disciplinary process.

Upon entry to the laboratory testing area, students must show the official LIT Student ID and be wearing the appropriate attire for the Skills Lab. The student is responsible for bringing all items needed for testing with them to the lab. The following items are not allowed in the laboratory testing area:

- Hats, caps, scarfs, hooded shirts (unless religious covering)
- Food, candy, drinks
- Cell phone, electronic devices, smart watches, smart glasses, recording devices

NURSING SKILLS LAB

A specific period will be designated for practicing new nursing and assessment skills. A lab schedule will be given to students on the first day of class. Students must wear appropriate attire when in the Skills Lab. The student is responsible for bringing all items needed for skills practice to the lab. No cell phones should be out during skills lab. No eating or drinking will be allowed in the skill lab.

Students are expected to arrive at the skills lab ready to perform the skills listed on the Course Calendar. All ATI and Elsevier Module assignments for the week must be completed prior to class (see due dates on Course Calendar). **Students will not be allowed to participate in the lab without the required weekly completed assignments and will receive an absence for the day.** Students with extenuating circumstances such as severe illness or victims of a natural disaster must notify the faculty member of the circumstance and work collaboratively with faculty prior to the due date on the assignment to develop a plan for submitting the assignment. This collaboration should occur prior to the weekend or school holiday. Assignments will not be accepted late without prior arrangements. In the event of a student absence, it is the responsibility of the student to contact the nursing faculty, provide documentation of the absence, and attend the make up day designated by the nursing faculty. All missed skills must be made up **within one week of the absence.**

Elsevier SKILLS & ATI HEALTH ASSESS MODULES:

ATI Health Assess Modules are accessed through the ATI website using the ATI student login. ATI Skills and Health Assess Modules are assigned to prepare the student for the specific skill(s) learned each week during lab. **Students will not be allowed to participate in the lab without the required weekly completed assignments (see due dates in course calendar).**

ATI DOSAGE CALCULATION MODULES

ATI Dosage Calculations Modules are accessed through the ATI website using the ATI student login. ATI Dosage Calculations Modules are assigned (see due dates in course calendar) to prepare the student for the specific dosage calculations discussed and practiced during lab.

CLINICAL SKILLS: ESSENTIAL SKILLS COLLECTION LESSONS

Essential Skills Collection lessons are accessed through the Evolve website using the student login and are linked to the Blackboard® course. Essential Skills lessons are assigned to prepare the student for the specific skill(s) learned each week during lab. **Students will not be allowed to participate in the lab without the required weekly completed assignments (see due dates in course calendar).**