

# DAKOTA NURSING PROGRAM

Bismarck State College • Dakota College at Bottineau • Fort Berthold Community College  
Lake Region State College • Williston State College

## NURS 120 Syllabus - Fall 2012

**COURSE:** NURS 120: Foundations of Nursing

**CREDIT HOURS:** 3 semester hours

### COURSE DESCRIPTION:

This course introduces concepts related to the practical nurse's roles and responsibilities in today's society. Emphasis is placed on effective communication, microbiology concepts, basic human needs, critical thinking, research, and ethical-legal and professional issues. Health promotion and disease prevention concepts are introduced. Upon completion the student will be able to understand the nursing process as it relates to the socially and culturally diverse clients along the health-illness continuum.

**MEETING TIME:**

<b>Section I</b>	8:00-9:20 AM on Tuesday and Thursday <i>BSC-Bismarck, BSC-Hazen, LRSC-Devils Lake, WSC-Williston, WSC-Minot,</i>
<b>Section II</b>	12:00-1:20 PM on Tuesday and Thursday <i>DCB-Bottineau, DCB-Rugby and DCB-Valley City, FBCC, LRSC-Mayville</i>

**INSTRUCTOR:** **Karen Clementich, MSN, RN**  
LRSC Nursing Coordinator  
Lake Region State College  
1801 College Drive North  
Devils Lake, ND 58301  
Office Hours: email or call for an appointment  
LRSC Toll free 1-800-443-1313 ext 1569  
Office Telephone 1-701-662-1569  
[Karen.clementich@lrsc.edu](mailto:Karen.clementich@lrsc.edu)

**Elizabeth (Becky) Brodell Phd, RN**  
Williston State College  
Minot Trinity-St. Joseph's Hospital Campus  
PO Box 5020  
Minot, ND 58702  
Office Hours: email or call for an appointment  
Office Phone: 701-857-2026  
Cell: 701-720-6959  
[becky.brodell@willistonstate.edu](mailto:becky.brodell@willistonstate.edu)

**PREREQUISITES:** English 110/ Chem 115

**COREQUISITE(s):** NURS 121 Practical Nursing I  
NURS 122 Clinical Practice I

# DAKOTA NURSING PROGRAM

Bismarck State College • Dakota College at Bottineau • Fort Berthold Community College  
Lake Region State College • Williston State College

## REQUIRED TEXTBOOKS:

1. American Nurses Association, (2005), *Code of Ethics for Nurses* with Interpretive Statements, Maryland: Nursebooks
  2. Assessment Technologies Institute (ATI) Review Package and Skills Modules for PN students.
  3. Perry, A.G. & Potter, P. (2013) *Fundamentals of nursing*. (8<sup>th</sup> ed.) St. Louis: Mosby.  
(Text and/or eBook)
  4. Perry, A.G. & Potter, P. (2013) *Fundamentals of nursing: Study guide* (8<sup>th</sup> ed.) St. Louis: Mosby.
- \*Students must have reliable high speed internet which is required to access online books and resources.***

## GENERAL EDUCATION GOALS:

1. Communications - including listening, reading, writing, and use of verbal and nonverbal communication.
2. Survival Skills - such as time management, study skills, and stress management and wellness concepts.
3. Critical Thinking - the ability to identify and define criteria, understand biases, and construct objective judgments.
4. Problem Solving - the ability to analyze situations and synthesize solutions.

## COURSE OBJECTIVES:

***Upon completion of the course the learner will be able to:***

1. Describe the legal and ethical roles and responsibilities of the Licensed Practical Nurse as a member of the interdisciplinary healthcare team.
2. Define effective communication techniques when caring for individuals and interacting with families along the health-illness continuum.
3. Describe infectious organisms, the body's response to those organisms, and nursing interventions related to infection control.
4. Describe the basic human needs (safety, infection control, hygiene, oxygenation, comfort and sleep, mobility, skin integrity, wound healing, sensation, perception, cognition, fluid, electrolyte and acid-base balance, elimination) of socially and culturally diverse clients as they interact with their environment as a member of society across the lifespan.
5. Identify the components of critical thinking for problem solving, and decision making.
6. Define evidence based nursing practice.
7. Describe the four step nursing process for the Licensed Practical Nurse.
8. Discuss health promotion, disease prevention and holistic nursing care across the life span.
9. Describe the healthcare delivery system and social forces affecting nursing.
10. Demonstrate accountability and responsibility for own professional behavior and development.

**ASSESSMENT METHODS:** Student progress will be assessed using written examinations, online quizzes, online and written assignments, case studies and class participation.

**METHOD OF INSTRUCTION:** Lecture – IVN and online, class discussion, audiovisual materials, case studies, independent assignments, supplemental readings, guest speakers.

<b>GRADE BREAKDOWN:</b>	Exams	95%
	Assignments/Quizzes	<u>5%</u>
		100%

# DAKOTA NURSING PROGRAM

Bismarck State College • Dakota College at Bottineau • Fort Berthold Community College  
Lake Region State College • Williston State College

## GRADING POLICY:

The following grading scale is used:

92.0 - 100.00 = A

84.0 - 91.99 = B

76.0 - 83.99 = C

68.0 - 75.99 = D

Below 68 = F

**There will be no rounding up of grades for any reason.**

**There is no extra credit offered.**

## GRADING:

Students have access to and should review the eCollege grading calculation method. Students are responsible to know what their grades are during the course. Please review the gradebook frequently. If an eCollege assignment or exam in the student's gradebook says the assignment or exam has not been submitted or has not been entered, it is then treated as a fact that the student did not do the assignment or exam unless the student has written proof that they did in fact complete and submit such assignment/exam as outlined in the directions. Make sure your assignments are submitted well before the due date so you can make sure they are in. All gradebook questions must be addressed by the student to the lead instructor at midterm and then again during the week before finals. There will be no changes accepted to the gradebook regarding absent or late/missed assignments or late/missed exams during finals week. It is the student's responsibility to know what their grades are and contact the instructors or their nursing coordinator for a plan to improve.

1. **Grades:** Grades are given for both theory classes and clinical performance of clinical nursing courses. Students must earn a minimum grade of "C" with a maintained 2.5 GPA or better in all required courses of the program. Students who fail a theory or clinical course will be dismissed from the nursing program. A final grade of D or F is considered to be an unsatisfactory grade.
2. **Assignments/Quizzes/Clinical Paperwork:** All assignments must be completed and submitted on time in the manner specified by the faculty. Students may fail the course if all assignments are not completed. Late/makeup work will not be accepted (student will receive a 0%) unless previously arranged with the instructor. Students who submit late/makeup work may receive an admonition notice and if work continues to be submitted late, they will progress through the disciplinary process.
3. **Exams:** Students will notify the **coordinator/site manager AND the lead course instructor** 1 hour prior to missing the scheduled exam for the day. Failure to notify these individuals or missing more than 1 exam day may result in an admonition notice. Any exams that are not made up in one week will receive a 0% for a grade on that exam. Students must make up the exam before or on the next date they are scheduled to be on campus. In the cases of extenuating circumstances the lead instructor and site coordinator may extend the deadline for exams. It is the student's responsibility to contact the nursing coordinator to arrange a makeup exam. "Notification" means that the student sends an email with the appropriate information to the lead nursing instructor and coordinator prior to one hour before the exam is scheduled..
4. **Records of Grades:** The faculty strongly endorses the idea that each student is responsible for knowing his/her own academic status based on grades from learning activities. Grades are recorded in the eCollege gradebook. Please carefully review the student tutorial for an explanation of how grades are calculated in the program. Any time a student has unsatisfactory averages, he/she should contact the instructor for guidance.

# DAKOTA NURSING PROGRAM

Bismarck State College • Dakota College at Bottineau • Fort Berthold Community College  
Lake Region State College • Williston State College

## Attendance Policy

The Dakota Nursing Program supports the college policy on attendance as stated in your college catalog. In addition, the nursing program implements strict attendance policies for classroom, lab and clinical experiences.

Regular, punctual attendance demonstrates professional behavior and responsibility. In recognition of the fact that the primary learning takes place in the teacher-student relationship, the principle governing class attendance is that the student is expected to attend all regularly scheduled classes (classroom, laboratory, and clinical) and is responsible for meeting course objectives. Absences may make it impossible for a student to meet course objective and result in failure of the course. A student may be excused from class or clinical with the approval of the instructor. See course syllabi for course specific attendance policies. It is the student's responsibility to make arrangements to fulfill missed assignments with the appropriate faculty member. All makeup work may have a deduction in theory, lab, or clinical applications. Please note that all missed hours in lab or clinical need to be made up with an hour for each hour missed.

After three days of theory absences, or two clinical/lab absences a student will be required to meet with the nursing coordinator or site manager and give a written explanation for the absences and provide a written plan for improvement. A student will receive an admonition notice for the 3<sup>rd</sup> theory absence, a critical behavior for the 4<sup>th</sup> theory absence, a critical behavior for the 5<sup>th</sup> theory absence and will then be dismissed from the program for excessive absences upon the 5<sup>th</sup> theory absence. The student will be given an admonition notice for the 2<sup>nd</sup> clinical/lab absence, a critical behavior for the 3<sup>rd</sup> clinical/lab absence, and a 2<sup>nd</sup> critical behavior and dismissal from the program upon the 4<sup>th</sup> clinical/lab absence. The nursing leadership team has the authority to adjust the guidelines above in a case of extenuating circumstances.

Students will notify the **coordinator/site manager AND the lead course instructor (or clinical/lab instructor** if a lab/clinical is scheduled) 1 hour prior to a theory test, lab or clinical if unable to attend. Clinical absences will result in makeup clinical hours. The nursing coordinator will seek advice from the faculty on input related to this matter. "Notification" means that the student sends an email with the appropriate information or speaks directly to the nursing instructor or coordinator per telephone or in person. In the case of a clinical/lab day, the student must speak to the clinical instructor directly or if it is impossible to reach the instructor directly, the student must leave a phone message with the clinical instructor clearly stating their name and number.

Absences related to school sponsored activities, such as an athlete attending a basketball game in which he/she is participating are exempt from this policy. Coordinators must be notified and work made up in advance of the scheduled absence when possible.

If a student has an unexcused **tardy**, or is unprepared for a clinical assignment the student will be sent home by the clinical instructor, and the day will be counted as an absence. The student will also receive an admonition notice for being unprepared for the clinical experience, along with a makeup day for that clinical.

If the student is tardy or leaves the classroom and/or lab early a total of three times it will be counted as one absence, at that point the student will be required to meet with the nursing coordinator and give a written explanation for the tardiness and provide a written plan for improvement. A student may at the coordinators discretion receive an admonition or critical behavior notice. Leaving the classroom or arriving late to a classroom with more than a 30 minute absence will be counted as an absence.

# DAKOTA NURSING PROGRAM

Bismarck State College • Dakota College at Bottineau • Fort Berthold Community College  
Lake Region State College • Williston State College

## CLASSROOM ETIQUETTE:

It is expected that students will show sensitivity to their peers as well as instructors by avoiding any activity that may cause distraction during class. Incivility will not be tolerated and is grounds for disciplinary action. Cell phone use (texting or talking), cameras, side conversations, and children are not allowed in the classroom. Cell phones must be turned off during class. Students may use computers for taking notes during class. Students may not email, access the internet for any non-class related material, or personal use.

Nursing is a profession and thus requires professional behavior. It is expected that students will act in a professional manner displaying commitment to learning in the classroom, lab, all clinical areas, all college areas, and at all times in the public (including social networking sites including but not limited to Facebook, Twitter and Google+) when representing the college or the profession of nursing.

**Unprofessional behaviors will merit receipt of admonition/critical behavior notices.**

## SPECIAL ACCOMMODATIONS:

Any student who has emergency medical information to share with me or has a disability that may prevent you from fully demonstrating your abilities should contact the instructor by appointment to discuss accommodations necessary to ensure full participation and facilitate your educational opportunities necessary to ensure full participation and facilitate his/her educational opportunities.

## DROP AND WITHDRAW DATES CAN BE FOUND ON YOUR CAMPUS WEBSITE AT:

BSC – <http://www.bismarckstate.edu/current/records/calendarsdeadlines/>

DCB – [http://www.dakotacollege.edu/academics\\_16weekcalendar.php](http://www.dakotacollege.edu/academics_16weekcalendar.php)

FBCC – [http://www.fortbertholdcc.edu/pdf/Academic\\_Calander.pdf](http://www.fortbertholdcc.edu/pdf/Academic_Calander.pdf)

LRSC – <http://www.lrsc.edu/programs/default.asp?ID=460>

WSC – <http://www.willistonstate.edu/Current-Students/Important-Dates-and-Information.html>

**If you have any questions about dropping or withdrawing from a class please contact your campus coordinator or registrar.**

## ADDITIONAL INFORMATION:

It is expected that you will read the assigned textbook chapters PRIOR to coming to class.

All written work must be completed and turned in to the instructor prior to taking any scheduled exam. **Any assignments which are not complete and turned in will result in the student failing the course with a grade of F.**

Students are required to read the Dakota Nursing Program student handbook upon admission to the program and submit the signature form found in the handbook showing that the student will agree to follow the information and policies found in the handbook.

Nursing is a profession which demands high standards and a strict code of ethics. There is no place in nursing for dishonesty. Anyone caught in any dishonest activity (cheating, plagiarism, copying other's work, theft, etc.) will receive an F in the course. A minimum grade of C in each course is required to progress in the nursing program.

Material for this course will be posted onto the eCollege site at <http://www.bismarckstate.edu/online/> It is your responsibility to check this site for assignments and notes. It is also your responsibility to know what your grade is in the course by reviewing the eCollege gradebook.

# DAKOTA NURSING PROGRAM

Bismarck State College • Dakota College at Bottineau • Fort Berthold Community College  
Lake Region State College • Williston State College

## WEB STREAMING:

Through the internet, the IVN courses in the Dakota Nursing Program have the ability to be viewed via web streaming. Some computers are unable to handle the webstreaming if they do not operate with enough speed. To view a streamed even, please go to <http://alt.ndus.edu/> once at this web site; look on the left hand side of the page. Scroll down to “*Video Streaming*.” Select “Services” and then “Viewing Instructions” Follow the directions to view your class or event. Classes will be available for viewing for the duration of the semester. Watching class via webstreaming does not count as attendance for class but is highly encouraged if you are unable to attend class or wish to review concepts covered in class. Please refer to attendance policy if there are any questions.

## FACULTY/STUDENT COMMUNICATION:

Faculty/students are responsible for checking bulletin boards and/or mailboxes as appropriate at each campus for messages each class day. Email is used extensively within the eCollege Learning Management System, students are responsible to have a **working college email account** and check it daily during the semester. Students must also check eCollege announcements in each course at least once per week. The purpose is to assure rapid communication between students and instructors. *Students must notify the nursing coordinator if their email address changes.*

Faculty and students must identify themselves **professionally** with each contact (mail, email, or telephone). This includes first and last name as well as identification of location within the consortium.

Communication between students and faculty should remain on a professional level with no questionable jokes, cartoons, etc. transmitted. Students using the institution’s computer labs are reminded that they cannot download information onto the computer hard drives. Any information must be stored on CDs, DVDs, or an alternate drive.