

**LAREDO COMMUNITY COLLEGE
VOCATIONAL NURSING PROGRAM
COURSE SYLLABUS**

**IT IS THE STUDENTS RESPONSIBILITY TO READ, UNDERSTAND, AND COMPLY
TO THE SYLLABUS**

INSTRUCTOR :	A.Vela MSN. RN
DEPARTMENT:	Vocational Nursing
PHONE: NUMBER/EXTENSION	721-5255
OFFICE HOURS:	See Instructor's Schedule
COURSE TITLE:	Clinical - Licensed Practical/Vocational Nurse Training
COURSE NUMBER:	VNSG 1161
COURSE LEVEL:	Intermediate (Semester II)
CONTACT HOURS	64 Contact Hours
LAB:	N/A
SCHEDULE	Monday & Tuesday 6:45 am – 2:45 pm Jan 10, 2011 – Mar 1 , 2011
TEXTBOOKS :	Leifer(2007) 5 th Ed. Introduction to Maternity and Pediatric Nursing ISBN-13: 978-1-4160-3275-5 Study Guide ATI Software Program
NON CORE/CORE COURSE	NON-CORE
COURSE DESCRIPTION:	A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Prerequisite: Successful completion of Fall courses and concurrently enrolled in VNSG 1334.
END OF COURSE OUTCOMES:	As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.
COURSE OBJECTIVES:	Upon completion of this course, the student should be able to:

	<p style="text-align: center;">MEMBER OF THE PROFESSION</p> <ol style="list-style-type: none"> 1. Demonstrate accountability for own nursing practice. 2. Discuss the role of the vocational nurse as an advocate in activities that focus on improving the health care of maternal/newborn clients. 3. Identify behaviors that promote the development and practice of vocational nursing. <p>The student should be able to discuss human reproduction and fetal development as related to the normal aspects of childbearing; identify common complications of the mother and newborn during prenatal, antenatal, and postnatal periods; and relate characteristics of the normal newborn and associated nursing interventions to meet identified health care needs utilizing the nursing process.</p> <p style="text-align: center;">COORDINATOR/MANAGER OF CARE</p> <ol style="list-style-type: none"> 1. Outline the coordination of human and material resources for the provision of care for assigned maternal/newborn clients. 2. Discuss the collaboration of the maternal/newborn clients and the interdisciplinary health care team to provide direct care to assigned clients. 3. Discuss methods of identifying maternal/newborn client needs for referral to resources that facilitate continuity of care. 4. Interpret the activities which support the organization framework of structured health care settings.
SCANS COMPETENCIES	See enclosure
TEACHING STRATEGIES METHODS OF INSTRUCTION:	The course content will be presented utilizing formal and interactive lecture methodology. Additional learning experiences will be offered by audio/visual aids, group discussions, and written assignments.
OUTCOMES ASSESSMENT:	Unit exams, standardized exam, quizzes, and a final examination will measure the students' achievement of the learning outcomes stated for the course.
METHODS AND CRITERIA FOR EVALUATION:	<p>MATH COMPETENCY: Prior to medication administration, the student must earn 100% on a math competency test. The student will be allowed to take the exam three times including the original test. If after three attempts the student is unable to pass the exam, the student will be withdrawn from the clinical and theory courses. A 100% math competency must be demonstrated in direct clinical practice.</p> <p>A passing clinical grade is determined by achieving the defined level of competency for each critical element and a final course</p>

grade of 75% or greater.

Clinical Performance

Clinical Evaluation Tool	80%
Concept Map	<u>20%</u>
	100%

Grades accumulated in the course will be recorded as scored to the tenth decimal point.

For example: Concept map/objective = 74.23
would be recorded as 74.2

The final course grade will be rounded off to the tenth decimal point and recorded as a whole number.

For example: 74.5 = 75

A minimum course grade of 75% must be achieved to successfully pass the course.

A critical element is a performance standard or clinical behavior (skill) deemed essential to competent nursing practice. Competency is achieved when a grade evaluation of 75% is attained. Failure to achieve a 75% in each critical element represents a course failure. The additional course work (i.e. Concept Map) will be counted toward the final course grade only if the 75% is attained in the critical element and a cumulative score of 75% is attained.

Clinical performance and written assignments are evaluated daily. Totaling the daily points and dividing by the number of clinical days evaluated derives the final course grade. **At the end of the clinical course**, the student must earn a minimum of 75% in each critical element and greater than 75% cumulative score on the evaluation tool. Failure to achieve a minimum score of 75% in each critical element and/or a 75% cumulative score on the clinical evaluation tool will represent a course failure.

Totaling the daily ratings at the end of the semester, if $\geq 75\%$, plus the Concept Maps derives the final course grade. The range of scores with the corresponding grade is determined for each semester. The first semester's point range for earning a 75% (C) is different from the second semester and so on. Progression is noted from Level I to Level III course.

Regarding absences in the clinical area refer to the Attendance Regulations section in the Syllabus.

	<p>The Clinical Evaluation Tool reflects the Differentiated Entry Level Competencies of Graduates of Texas Vocational Nursing Programs (DELC).</p> <p>Clinical Evaluation Tool: essential elements noted by an * (refer to Clinical Evaluation Tool) must be 75% on each critical element to progress in the nursing program.</p> <p>A major Concept Map plan will be completed during the course. The concept map should include a minimum of three nursing diagnosis addressing psychosocial and physiological needs with short and long-term goals. (Refer to Concept Map Grading Criteria).</p> <p>All required work assignments must be submitted on time. Regardless of the circumstances, late work will be assessed penalty points by the instructor. The assignment will be docked five points for each late day including holidays and weekends. Refer to student Handbook.</p> <p>The passport e-mail is one of the official ways for the student to communicate with the faculty member. Faculty members will e-mail class information, etc, to the student. It is the student's responsibility to notify the faculty member if he/she has not received an e-mail when it is announced that one is forthcoming. The student should access their course progress reports at: http://sc.webgrade.classmanger.com/LCCAlliedHlth</p>										
GRADING SCALE:	<table data-bbox="511 1129 771 1312"> <tr><td>A</td><td>90-100</td></tr> <tr><td>B</td><td>80-89</td></tr> <tr><td>C</td><td>75-79</td></tr> <tr><td>D</td><td>60-74 *</td></tr> <tr><td>F</td><td>59-below</td></tr> </table> <p>Students must access the Semester Progress Report and Final Grades through PASPORT web http://www.laredo.edu</p>	A	90-100	B	80-89	C	75-79	D	60-74 *	F	59-below
A	90-100										
B	80-89										
C	75-79										
D	60-74 *										
F	59-below										
ATTENDANCE REGULATIONS	<p>ATTENDANCE REGULATIONS</p> <p>Attendance: Students are required to attend classes to remain enrolled. Students will be dropped from the class roster by the instructor according to College Attendance Regulations; however, a student may be reinstated by the Vice-President of Instruction and Student Development upon the recommendation of the instructor(s) and an agreement from the student to make up all of the missed assignments, lab times and/or tests. Students have the right to initiate a drop request from any or all classes by informing the instructor and submitting a drop slip to the Admissions/Registration Office.</p>										

During a regular semester, students will be dropped after being absent:

4. For 20 percent of the total class time. (3 lecture classes or 12 hours of class time)

Responsibility for class attendance rests with the student. Regular and punctual attendance is expected.

Instructors must drop students according to the College's attendance policy in a timely manner in order to comply with the requirements of external funding agencies. The last day that the student attended the class must be included in the drop slip. It is the student's responsibility to ensure that a drop slip be completed and processed whether it is student-requested or faculty-initiated.

Absence From Final Examinations: A student who is absent from a final examination receives a grade of "0" for the examination and a grade of "F" for the course. Students authorized to be absent from a final examination receive a grade of F* on their transcript until they take the final examination. Such students must take the final exam within four months. Only students with an approved absence may exercise this privilege. Final examinations cannot be re-taken

The student with disabilities, including learning disabilities, that wishes to request special accommodations in this class should notify the Special Populations Office. The request should be made early in the semester so that the appropriate arrangements may be made. In accordance with Federal Law, a student requesting accommodations must provide documentation of his/her disability to the Special Populations Counselor. For additional information, visit the Special Populations Office at:

- Forth Macintosh 721-5137 KCC room 213.
- South Campus 794-4137 Billy Hall room 121

The student who needs note-taking and/or test-taking accommodations must notify the faculty member prior to the first exam. Pregnancy is not an ADA protected condition. Therefore, the student is required to meet all course/program outcomes including attendance. As a point of information, the pregnant student is reminded of the many contaminants present in the clinical area(s) that could adversely affect the fetus. It is advisable for the student to contact her obstetrician, once the pregnancy

<p>CLASSROOM ETIQUETTE:</p>	<p style="text-align: center;">Code of Student Conduct & Discipline</p> <p>Each student is expected to be fully acquainted with all published policies, rules, and regulations of the college, copies of which shall be available to each student for review at the Office of Dean of Student Affairs. Laredo Community College will hold each student responsible for compliance with these policies, rules, and regulations. The student is responsible for obtaining published materials to update the items in this Code. Students are also expected to comply with all federal, state, and local laws. This principle extends to conduct off campus which is likely to have an adverse effect on Laredo Community College or on the educational process.</p> <p style="text-align: center;">Student Misconduct</p> <p>Each student is expected to conduct him/herself in a manner consistent with the college's functions as an educational institution. Specific examples of misconduct and the disciplinary process is located at www.laredo.edu (go to Student Information, then Student Handbook).</p> <p style="text-align: center;">Use of Personal Electronic Devices</p> <p>The use of electronic devices shall not interfere with classroom instruction. The use of cell phones, MP3 player, I Pods, or other electronic devices are expressly prohibited in classrooms, laboratories, and clinical settings.</p>
	<p style="text-align: center;">Academic Dishonesty:</p> <p>The college expects all students to engage in all academic pursuits in a manner that is beyond reproach. Students will be expected to maintain complete honesty and integrity in their experiences in the classroom. Any student found guilty of dishonesty in their academic work is subject to disciplinary action.</p> <p>The college and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, the following:</p> <p>"Plagiarism" means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.</p> <p>"Collusion" means the unauthorized collaboration with another person in preparing written work offered for credit.</p> <p>Procedures for discipline due to academic dishonesty shall be the same</p>

	<p>as in student disciplinary actions, except that all academic dishonesty actions shall be first considered and reviewed by the faculty member. If the student does not accept the decision of the faculty member, he/she may appeal the decision to the appropriate Department Chairperson, Dean of Instruction, or the Vice President for Instruction and Student Development. If the student does not accept the decision of the appropriate Department Chairperson, Dean of Instruction, or the Vice President for Instruction and Student Development, the student may then follow the normal disciplinary appeal procedures for a review of the decision.</p> <p>For additional information please refer to the: Student Policies - LCC Policy Manual</p> <p>The LCC Policy Manual is available online and includes all Federal, State, and Local Policies applicable to the college. Students may access the LCC Policy Manual through LCC’s Web Page (www.laredo.edu) - Homepage, select-Campus Information, select - Manual of Policy.</p>
<p>EMERGENCY PROCEDURES</p>	<p>Fire: Upon activation of the alarm, you will quietly and calmly exit the building from the nearest exit. Once everyone has gathered, at a predetermined or arranged site, a roll call shall be taken to ensure everyone is out of the building. If the building is on fire, no one should be near it to allow firefighting equipment and emergency vehicles to access the building. Additionally, building that may have chemicals, paints, aerosol cans may have explosions that could be dangerous to anyone near the building.</p> <p>No one should re-enter the building until an “All Clear” has been given. The “All Clear” shall be determined by a senior campus official in cooperation with the incident commander from the responding agency. PLEASE NOTE: The Science buildings do contain several types of biological and chemical agents. Some of these agents are in large quantities, while some are considered dangerous to human health through contact to skin, if fumes are inhaled, etc. The buildings should be placed to warn responding emergency personnel if they should put on SCBA or wear “HAZ-MAT” mat suits in lieu of or over turnout gear.</p> <p>Injury, Person Down, Illness, Stalking or Theft: Call the Campus Police (Main 721-5303; South 794-4303 or 111 Emergency) and/or the campus nurse (Main 721-5189; South 794-4189) to alert emergency</p>

	<p>personnel. Give the location of the person and briefly describe the person's condition. If the person is not breathing or does not have a pulse, call 9-911 to alert the City of Laredo emergency services.</p> <p>For serious injury, illness, heart attack etc., call to 111 from any Campus phone or 911 from your personal cell phone. A back up call should be made to the Campus Police and the Campus Nurse. They may be able to arrive on the scene quicker than the EMT's and City police. Reminder to give instructions to the nearest entrance to your campus building, thus saving time for emergency personnel.</p> <p><u>Assault:</u> Call the Campus Police (Main 721-5303; South 794-4303 or 111 Emergency) and 9-911 to alert the City of Laredo emergency services. For any possible threats to life or property from criminal acts call Campus Police. Please remember that after hours they operate on a limited staff basis.</p>
<p>DISCLAIMER:</p>	<p>Every attempt has been made to make the contents of this syllabus informative and accurate. Content of the syllabus is subject to revision and change in the event of extenuating circumstances. Changes will be distributed to you in writing.</p> <p>The updated official version of the LCC Catalog will be the on-line catalog and can be found at www.laredo.edu</p>

The official version of the LCC Catalog is found at: www.laredo.edu

LAREDO COMMUNITY COLLEGE

COURSE SYLLABUS

STUDENT SIGNATURE

I have read and understand the information and requirements of the syllabus for

Course & Number

Student Name

Palomino #

Date

Admission into and/or graduation from the program does not guarantee employment, any particular salary level, and/or passage on any licensure examinations.

Student Signature _____

Faculty Name _____

SCANS COMPETENCIES

ENCLOSURE

The Secretary's Commission on Achieving Necessary Skills (SCANS) has identified Reading, Writing, Arithmetic or Mathematics, Speaking and Listening, Thinking Skills, Personal Qualities, Work Place Competencies, and Basic Use of Computers as competencies required to enter employment.

Resources

- C1. **Allocates Time:** Selects relevant, goal-related activities, ranks them in order of importance, allocates time to activities, and understands, prepares, and follows schedules.
- C2. **Allocates Money:** Uses or prepares budgets, including making cost and revenue forecasts, keeps detailed records to track budget performance, and makes appropriate adjustments.
- C3. **Allocates Material and Facility Resources:** Acquires, stores, and distributes materials, supplies, parts, equipment, space, or final products in order to make the best use of them.
- C4. **Allocates Human Resources:** Assesses knowledge and skills and distributes work accordingly, evaluates performance, and provides feedback.

Interpersonal

- C5. **Participates as a member of a team:** Works cooperatively with others and contributes to group with ideas, suggestions, and effort.
- C6. **Teaches Others:** Helps others to learn.
- C7. **Serves Clients/Customers:** Works and communicates with clients and customers to satisfy their expectations.
- C8. **Exercises Leadership:** Communicates thoughts, feelings, and ideas to justify a position, encourages, persuades, convinces, or otherwise motivates an individual or groups: including responsibly challenging existing procedures, policies, or authority.
- C9. **Negotiates to Arrive at a Decision:** Works toward an agreement that may involve exchanging specific resources or resolving divergent interests.
- C10. **Works with Cultural Diversity:** Works well with men and women and with a variety of ethnic, social, or educational backgrounds.

Information

- C11. **Acquires and Evaluates Information:** Identifies need for data, obtains it from existing sources or creates it, and evaluates its relevance and accuracy.
- C12. **Organizes and Maintains Information:** Organizes, processes, and maintains written or computerized reports and other forms of information in a systematic fashion.
- C13. **Interprets and Communicates Information:** Selects and analyzes information and communicates the results to others using oral, written, graphic, pictorial, or multi-media methods.
- C14. **Uses Computers to Process Information:** Employs computers to acquire, organize, analyze, and communicate information.

Systems

- C15. **Understands Systems:** Knows how social, organizational, and technological systems work and operates effectively within them.
- C16. **Monitors and Corrects Performance:** Distinguishes trends, predicts impact of actions on system operations, diagnoses deviations in the function of a system/organization, and takes necessary action to correct performance.
- C17. **Improves and Designs Systems:** Makes suggestions to modify existing systems to improve products or services, and develops new or alternative systems.

Technology

- C18. **Selects Technology:** Judges which set of procedures, tools, or machines, including computers and their programs will produce the desired results.
- C19. **Applies Technology to Task:** Understands the overall intent and the proper procedures for setting up and operating machines, including computers and their programming systems.
- C20. **Maintains and Troubleshoots Technology:** Prevents, identifies, or solves problems in machines, computers, and other technologies.