Lakeview College of Nursing

Course Information:

Course Name	Foundations of Professional Nursing
Course Number	N311
Course Section Number	DAN
Semester Credit Hours	6 Credit hours (4 theory, 2 clinical/lab)
Prerequisites	Satisfactory completion of required general education courses
Co-requisites	N312, N313, N314
Course Location	Danville
Delivery Mode	Classroom/Lab/Clinical
Semester Dates	August 19, 2024 – December 13, 2024
Course Meeting Dates/Times	Lecture: Monday 0830 to 1230 Lab: Monday 1300- 1500 Thursday 1000 to 1200 Clinical: Each student will be assigned to a clinical group. The student should attend the assigned clinical group, starting on week 4. The student should attend on their assigned day and time.
Course Content	Vital signs, the Nursing Process, Asepsis, Infection Control, Promoting Safety, Hygiene, Nutrition, Physical Activity and Mobility, Bladder and Bowel elimination, Medication administration, Medication calculation, Sensation, Perception, Cognition, Pain, Rest, Sleep, Sexuality, Oxygenation, Perfusion, Fluid and electrolyte balance, Stress, Health Illness and Disparities, Culture & Ethnicity, Spirituality, Loss, Grief, and Dying.
Methods of Instruction	A variety of learning activities will be incorporated into the various components of the course. These activities may include lecture/discussion, case studies, media presentation, computer-assisted instruction and simulations, demonstrations, written assignments, guest speakers, role-play, nursing process-based client care plans, supervised clinical practice, and student presentations.
Changes to Syllabus	The faculty reserves the right to make changes as necessary to this course syllabus. Learners will be notified in writing of any changes in a timely fashion.

Faculty Information:

Course Coordinator	Terri Ducey, MSN, RN, CNE
Office Location	Office: Rm. 127 Danville
Office Hours	Office hours are a designated time that students are welcome to come to my office for questions, concerns, or assistance. Please do not hesitate to come see me during these hours, as they are meant to provide you with access to your instructor outside of class. You may also make an appointment with me if these hours do not work with your schedule. Monday 1500-1700 *The student may make an appointment with the instructor throughout the week if needed. Appointments may be made in person, over the phone, or virtually. The course instructor will be on campus 1 day a week and will address student needs if not in an appointment.
Office Phone Number	217-709-0935
Email Address	tducey@lakeviewcol.edu **Please note email is the preferred method of contact** I check email frequently.
Faculty Responsiveness	When contacting via email: Emails will be responded to within 24 hours Monday-Friday. Messages will be responded to as promptly as possible on the weekend. On the weekends, some messages may not be responded to until the next school day. If a response is not received in this timeframe, please follow up. When contacting via phone: A voicemail should be left if the call is not answered. Please note that all voice messages to my office phone number are forwarded to my email inbox, making this a reliable form of contact. Voice messages will be responded to within 24 hours Monday-Friday, or first thing Monday morning (if on the weekend). If a response is not received in this timeframe, please follow up. When contacting via text message: This is not an appropriate method of contact.

Clinical Instructor	Linda Scribner, MSN RN – Carle - Thursday 0645 - 1245
Phone Number	217-369-8001
Email Address	lscribner@lakeviewcol.edu
Clinical Instructor Responsiveness	When contacting via Email: Faculty will respond to emails within 24 hours Monday-Friday. Faculty will respond to emails within 48 hours Saturday-Sunday. In the event the student does not receive a response within 24 hours Monday-Friday or within 48 hours Saturday-Sunday, students are encouraged to send a follow-up email. When contacting via Phone: Students are encouraged to utilize email communication first. However, if the student wishes to contact the faculty member via phone, students are encouraged to leave a voicemail in the event the faculty member does not answer. The faculty will return the student's phone call within 24 hours Monday-Friday and within 48 hours Saturday-Sunday. In the event the student does not receive a response within 24 hours Monday-Friday or within 48 hours Saturday-Sunday, students are encouraged to send a follow-up email. When contacting via Text Message: Students are encouraged to utilize email communication first. However, if the student wishes to contact the faculty member via text message, faculty will respond to the text message within 24 hours Monday-Friday and within 48 hours Saturday-Sunday. In the event the student does not receive a response within 24 hours Monday-Friday or within 48 hours Saturday-Sunday, students are encouraged to send a follow-up email.

Faculty – Clinical Instructor	Travis Whisman – OSF- Urbana - Thursday 0630 - 1230
Phone Number	217-709-0913
Cell Phone Number	217-891-0512
Email Address	twhisman@lakeview.edu
	When contacting via Email: Faculty will respond to emails within 24 hours Monday-Friday. Faculty will respond to emails within 48 hours Saturday-Sunday. In the event the student does not receive a response within 24 hours Monday-Friday or within 48 hours Saturday-Sunday, students are encouraged to send a follow-up email.

Faculty Responsiveness	When contacting via Phone: Students are encouraged to utilize email communication first. However, if the student wishes to contact the faculty member via phone, students are encouraged to leave a voicemail in the event the faculty member does not answer. The faculty will return the student's phone call within 24 hours Monday-Friday and within 48 hours Saturday-Sunday. In the event the student does not receive a response within 24 hours Monday-Friday or within 48 hours Saturday-Sunday, students are encouraged to send a follow-up email. When contacting via Text Message: Students are encouraged to utilize email communication first. However, if the student wishes to contact the faculty member via text message, faculty will respond to the text message within 24 hours Monday-Friday and within 48 hours Saturday-Sunday. In the event the student does not receive a response within 24 hours Monday-Friday or within 48 hours Saturday-Sunday, students are encouraged to send a follow-up email.

Faculty – Clinical Instructor	Kristal Henry – OSF – Danville - Monday 1300 - 1900
Phone Number	217-274-0724 (Cell Phone)
Email Address	khrenry@lakeviewcol.edu
Faculty Responsiveness	When contacting via Email: Faculty will respond to emails within 24 hours Monday-Friday. Faculty will respond to emails within 48 hours Saturday-Sunday. In the event the student does not receive a response within 24 hours Monday-Friday or within 48 hours Saturday-Sunday, students are encouraged to send a follow-up email. When contacting via Phone: Students are encouraged to utilize email communication first. However, if the student wishes to contact the faculty member via phone, students are encouraged to leave a voicemail in the event the faculty member does not answer. The faculty will return the student's phone call within 24 hours Monday-Friday and within 48 hours Saturday-Sunday. In the event the student does not receive a response within 24 hours Monday-Friday or within 48 hours Saturday-Sunday, students are encouraged to send a follow-up email. When contacting via Text Message: Students are encouraged to utilize email communication first. However, if the student wishes to contact the faculty member via text message, faculty will respond to the text message within 24 hours Monday-Friday and within 48 hours Saturday-Sunday. In the event the student does not receive a response within 24 hours Monday-Friday or within 48 hours Saturday-Sunday, students are encouraged to send a follow-up email.

Course Catalog Description:

This course introduces the student to basic nursing concepts, health promotion, and the nursing process. Basic

human needs and safety in client care are introduced. The course has a lab/clinical component for students to build a foundation of nursing psychomotor skills.

Textbooks & Resources:

Required Textbook(s)	Taylor, C., Lynn, P., & Bartlett, J. L. (2023). *Fundamentals of nursing: The art and science of person-centered care* (10th ed.). Wolters Kluwer. Phelps, L.L. (2023). *Nursing diagnosis reference manual* (12th ed.). Wolters Kluwer. Lynn, P. (2023). *Taylor's clinical nursing skills: A nursing process approach* (5th ed.). Wolters Kluwer. Buchholz, S. (2020). *Henke's med-math: Dosage calculation, preparation & administration* (9th ed.). Wolters Kluwer. For information on how to obtain textbooks visit: http://www.lakeviewcol.edu/books-and-supplies
Recommended Textbooks	Jones & Bartlett Learning. (2024). *2024 Nurse's drug handbook* (22nd ed.). Jones & Bartlett Learning. – or similar drug book (Please note: All students should receive a drug book with their ATI books) Pagana, K. D., Pagana, T. J., & Pagana, T. N. (2023). *Mosby's diagnostic and laboratory test reference* (15th ed.). Mosby. American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). American Psychological Association.
Required Technology	ATI: https://atitesting.com/ Microsoft Office is required. Many classes require papers written in a word processing program like Microsoft Word. In some cases, your courses require you to create a PowerPoint presentation as well. Microsoft Office is available in the computer labs (one located on each campus). Microsoft offers Office 365 FREE TO STUDENTS at this page: https://www.microsoft.com/en-us/education/students/default.aspx All students are required to have a laptop for testing. Students should keep the most current version or updated version technology requirements. Updates will be published on: https://www.lakeviewcol.edu/index.php/technology Turn-It-In: www.turnitin.com Class ID and password will be provided. The following Assignments MUST be turned into Turn it In AND Edvance 360: Teaching Plan All Care Plans Complementary and Alternative Therapy Presentations or

	Culture/ Ethnicity Presentations
Recommended Support	Online Writing Lab: http://owl.english.purdue.edu/owl/ This link offers outstanding resources on all aspects of writing, including APA and grammar and mechanics exercises for English-as-second language (ESL) students. Draft Coach: This product is an extension offered in your Google account (in Google Docs). Students are encouraged to use Draft Coach prior to submitting written submission in the course (written papers, care plans, projects, etc.). Draft Coach will assist the students in preventing the submission of plagiarized work, appropriate use of references and citations, as well as grammar and spelling.

Additional Information:

Student Portal	https://lakeviewcol.edvance360.com/
Lakeview Website	www.lakeviewcol.edu
Student Catalog or Handbook	For a current edition of the Student Catalog or Student Handbook, students may visit the Lakeview website http://www.lakeviewcol.edu/cataloghandbook
Support systems	Edvance 360: http://v9.edvance360.com/help Log-in access issues: Miranda Shake Librarian: (217) 709-0927; Mshake@lakeviewcol.edu ATI Support is located on the bottom right-hand corner of the screen when logged into ATI. (A frequently asked questions or chat option is available) Customer Support is also available at https://www.atitesting.com/contact-general-customer-support

Edvance360 Maintenance

Please note that there are scheduled maintenance times for edvance360. It is essential that you are aware of those times and make sure that you have submitted any work in progress (e.g., tests, assignments, posts to journal, wikis or discussion boards) prior to the systems being shut down for maintenance. Any work in progress will be lost when the servers go down for maintenance. Students will be notified about scheduled maintenance by Miranda Shake, Lakeview Library Director.

N311 Course Student Learning Outcomes

1. Identify cultural and spiritual beliefs to provide client-centered care for adults with basic health needs.
2. Demonstrate psychomotor skills to safely meet the basic health needs of adults.
3. Use clinical judgement to provide and document basic client care.
4. Recognize appropriate communication skills and professional behaviors in interactions with clients and nursing staff members.

Course Policies/Procedures

1. Students will display behavior per the mission and vision of the college.
2. Course content reading should be done before coming to the classroom setting, so the student can participate in the discussion and bring questions to class.
3. ATI assignments should be completed on the date listed on the lesson plan.
4. Students are required to be familiar with the medical terminology in the required textbooks. Students are expected to use the dictionary and medical terminology text frequently.
5. Students are expected to be on time and prepared for class. See student handbook for all institutional policies related to attendance. A lack of course attendance can have an impact on student success. If an unavoidable absence is necessary, the student must notify the course coordinator as soon as possible before the absence occurs.
6. The absent student is responsible for obtaining the course material from another source and is accountable for the information presented in that class. See the Student Handbook.
7. Students are not allowed to record lectures unless academic accommodations is in place.
8. In-class theory/learning activities will not be made up due to absences, this includes pop quizzes and presentations: the student will receive a grade of zero.
9. Assignments turned in after the due date will result in a 10 percent reduction in the grade for each day that they are late. All late assignments should be submitted to the dropbox titled “Late Work”. All assignment due dates are listed in the course syllabus and the lesson plan indicates the date the assignment must be turned in. All course assignments are due at 2359 CST. If the assignment is turned in after the listed due date and time, the assignment will be considered late. If the student is unable to make a due date, the instructor must be notified before the assignment is due and ask for an extension. An extension may be granted by the instructor’s discretion. The instructor has the right to deny the extension. No extension will be granted if the student does not ask for the extension before the due date.
10. Electronic devices are allowed in the classroom (laptops, iPads, tablets, phones, smartwatches, etc.) for notetaking only. However, these devices should be in silent mode as to not interrupt the learning environment. Students should not use their cell phones or other technology during class time unless it is related to the class content or directed to do so by the instructor.
11. Anything that interrupts student learning is considered disruptive. If the student is asked to leave the classroom due to disruptive behavior, it will be considered as an unexcused absence (phone use, texting, laptop use, side conversations, completing coursework for another course).
12. Students will not write emails, converse with the instructor, or class peers disrespectfully.
13. Students are expected to check their Lakeview email daily for communication from instructors.
14. All ATI assignments require the student to engage in the module and complete a post-module assessment if present. Students should submit the PDF report to the Edvance 360 dropbox for proof of completion of the assignment, which includes their name, the date of completion and the module assessment name. The most effective way to obtain a report that includes these requirements is through the “results” tab that appears after entering the assigned section in ATI. Failure to submit a report that includes all of these components, will receive a score of zero.
    - Proof of engagement in the module and completion of the post module assessment

- Student name
- Date of completion
- Module assessment name

15. The clinical care plans, teaching presentations, and presentations are graded with rubrics. Students should utilize the rubric throughout the completion of these assignments to aid in their success.
16. Students are expected to be able to navigate the many technical requirements of the course independently. If a student is having technical difficulties with any of the course requirements, it is the student's responsibility to contact the appropriate resource for assistance.
17. When communicating through email, students should exercise proper netiquette. This includes:
    - Students should use polite language, grammar, and punctuation. The student can utilize a spell checker or alternative technological resources to assist with this.
    - Communication should be easy to read. Readability is enhanced by using an easy-to-read font, such as Times New Roman (12). Black is the most appropriate color to utilize when communicating professionally. Students should avoid the use of italics, bold, or writing in all capital letters. Backgrounds are not appropriate for professional email communication.
    - Students should consider the tone of the communication they are composing. Emails and text messages do not include tone of voice, and some communication can be misinterpreted as rude or offensive. To prevent this misinterpretation, the student should go out of their way to be courteous.
    - Emails should only be sent to those in the conversation that need the information.
    - Students should avoid sending emails or messages when angry. Composing an email when angry is acceptable, however students should review the email when they are calm prior to sending it.
    - The subject line of the email is important. Utilize the subject line of the email to convey an overview of the message contained in the email. This will help readers prioritize your email or message.
    - Review your message and ensure it sends the right message, in as few words as possible, while still being thorough. Check to ensure that your email does not contain unnecessary details.
    - It is essential to remember that email is not 100% secure. Do not send anything that you may not want someone other than the recipient to know. Never send anything lewd or embarrassing.

18. Faculty will demonstrate behaviors consistent with the mission and vision of the college.
19. Faculty will grade student assignments within seven days of the due date or prior to the next equivalent assignment to enhance the learning experience. Care plans will be graded within seven days of the due date. Written papers over four pages will be graded within fourteen days.
20. Faculty will provide students feedback for any assignment with point deductions, in addition to their grade, to enhance the learning experience.
21. Faculty will grade assignments for all students per the course syllabus and rubrics.

Clinical/Lab Policies/Procedures

Please refer to sections IV and V of the college's student handbook which discusses policies and standards of behavior and clinical policies and procedures. In these sections it clearly discusses the expectations of for student's behavior.

"Higher education is a privilege, not a right. Attendance at Lakeview College of Nursing is voluntary and completely conditional on the student's full compliance with the Lakeview College of Nursing Student Code of Conduct. Lakeview College of Nursing is an academic community engaged in learning and practice. While the members of this community contribute a diverse mix of ideas and backgrounds, we hold in common those standards of conduct which exemplify personal integrity and ethical behavior, and which advance the mission of the College, its traditions and values. By enrolling in Lakeview College of Nursing, you are agreeing to strictly comply with the Code of Conduct, and thereby take on obligations for performance and behavior reasonably imposed by the College which are relevant to its lawful missions, processes, and functions. These obligations and expectations may be much higher than those imposed on other citizens by the civil and criminal law. Lakeview College of Nursing shall discipline students as needed to ensure compliance with these obligations."

The following disciplinary procedure will be applied to any unprofessional or unsafe behavior exhibited in the lab or clinical setting:

- 1st occurrence of unprofessional or unsafe behavior: Student/behavior will be corrected on the spot and student will receive an unsatisfactory weekly clinical evaluation.
- 2nd occurrence: Student/behavior will be corrected, student will be dismissed from the clinical site (any missed hours must be made up), and student will receive an unsatisfactory weekly clinical evaluation.
- 3rd occurrence: Student will be dismissed from the clinical site and will receive a failing grade for the clinical portion of the course. A failing grade for the clinical portion of the course will result in a failing grade for the entire course.

Please understand that as a nursing student, you are now being held to a higher standard than ever before in your higher education. Anytime a student steps foot inside a hospital or clinical site wearing the Lakeview uniform, the student is constantly being evaluated by both the general public and hospital employees. This applies whether the student is rendering client care, eating in the cafeteria, driving in the parking lot, or using the computer lab, somebody will be watching and noticing. The highest level of professionalism is expected at all times.

1. Each student will report to clinical and lab on time, dressed in uniform per college dress code and present them self in a professional manner. Arriving late to clinical or lab will result in an Academic Improvement Plan (AIP) and an unsatisfactory weekly clinical or lab evaluation for unprofessional behavior.
2. Each student will bring the following equipment to clinical and lab: pen (black ink), stethoscope, & penlight. Each student should avoid bringing any extra belongings to the clinical or lab due to lack of storage space.
3. Each student will obtain his/her client(s) assignment and be available for shift report at the specific time.
4. Each student will be held accountable for following Health Insurance Portability & Accountability Act (HIPAA) guidelines.
5. Each student will only perform procedures, treatments, and/or administer medications under supervision or instruction of faculty or appointed supervising RN.
6. Each student should only complete tasks and procedures under the supervision of an RN that they have learned about in lecture or lab. Completing tasks that the student has yet to learn is beyond the student's scope of practice.
7. Each student is responsible for the direct care of the client, ensuring all care activities are completed prior to the end of clinical. This includes bathing, bed making, meal ordering, vital signs, treatments, and documentation.
8. Each student will only leave the clinical area with permission of the supervision faculty or RN.
9. Cell phones are prohibited in all clinical and lab areas.
10. Students will receive a formal mid-term and formal final evaluation.

Clinical Care Plans

1. Students must complete five clinical care plans in this course.
2. A grading rubric will be supplied to the student, and the student will be held responsible for completing the assignment according to the rubric.
3. The student must turn in the clinical care plan to the Turnitin and the Edvance dropbox on a due date provided by the clinical instructor.
4. Clinical care plans will be graded by the clinical instructor and returned before the next clinical date to provide feedback.
5. The instructor may review the assignment and return the assignment for resubmission if the score is not 85% or greater.
6. The student must achieve an 85% average on all clinical care plan assignments. Failure to achieve the 85% average will result in the instructor returning an assignment to the student for resubmission.
7. The instructor will provide the student with constructive feedback which they should utilize to make improvements on the assigned care plan and future coursework.
8. If the care plan is returned, an academic improvement plan will be issued. The student must complete and resubmit the assignment. The student should utilize all previous feedback from the instructor to make improvements to their work. If the student does not understand the feedback, it is their responsibility to reach out to their course instructor or tutoring for assistance. The student must resubmit the care plan within 7 days of this issuance of the academic improvement plan.
9. The student must achieve a score of 85% or greater on the resubmission.
10. Failure to achieve the 85% score on resubmission will result in clinical failure as well as course failure.
11. This care plan resubmission process can only be completed by the student TWO times.
12. Failure to achieve the 85 percent benchmark on three care plan resubmissions will result in clinical failure as well as course failure.
13. All care plan and concept map assignments will be submitted in Microsoft Word Document format.
14. Care plans or concept maps submitted in PDF, Google Doc, etc. format will not be accepted, and the student will receive a score of zero (0) on that care plan or concept map assignment.
15. If the clinical care plan assignment is turned in late or not turned in and no previous arrangements have been made with the instructor, the student will receive a zero (0) for that assignment.

Course Testing Policies/Procedures

1. Students will take all class exams with their computer unless noted by the instructor that testing will occur in the computer lab. Students should ensure their device is appropriately charged or bring a charging device to class with them.
2. If the student misses an exam due to a medical condition, the student will need medical documentation to take the examination at a later time and be considered an excused absence. The student must reach out to the instructor to reschedule the exam within 24 hours, or as soon as they are able to do so.
3. Students arriving late on test dates should not enter the class if students are testing. This will distract the test-taking students. The student may enter the classroom after all students have completed their exams. Students who are late for exams unexpectedly or who do not attend class on the day of an exam without prior approval of the instructor, unless medical documentation is provided to excuse the student, are subject to the following unexcused exam policy:
    - 1st occurrence: The student will be given an unexcused absence / tardy and will need to reschedule the test with the instructor. The student must schedule the makeup exam within 24 hours of the unexcused absence / missed exam. It is the student's responsibility to reach out to the instructor to reschedule their exam. Failure on the student's part to reach out to the instructor within 24

hours of the unexcused absence/missed exam will result in a zero. Students who miss exams may receive a different and more difficult exam than their peers.

- 2nd occurrence: An academic improvement plan will be issued. The student will be given an unexcused absence/tardy and will need to reschedule the test with the instructor. The student must schedule the makeup exam within 24 hours of the unexcused absence / missed exam. It is the student's responsibility to reach out to the instructor to reschedule their exam. Failure on the student's part to reach out to the instructor within 24 hours of the unexcused absence/missed exam will result in a zero. Students who miss exams may receive a different and more difficult exam than their peers. The student must complete the assignment identified in their academic improvement plan prior to being permitted to take any future examinations. Failure to complete the assignment prior to the next course examination will result in an unexcused absence for that examination. This assignment will assist the student in meeting the course learning outcomes associated with safe nursing practice, and professional nursing behaviors.
- 3rd occurrence: The student will be given an unexcused absence. The student will not be permitted to take the exam. A zero will be issued for the exam and any further exams that the student has an unexcused absence/tardiness for.

4. All students will place their belongings at the front of the room, unless previous arrangements have been made with the instructor. Cell phones must be silent with vibration off. Vibrating and ringing cell phones are a distraction to students testing.
5. Students are not allowed to leave the classroom during exams and re-enter to continue testing.
6. Students are to quietly exit the classroom after completing the exam and wait outside until testing is complete. Students will not be allowed to re-enter the classroom until after all students have completed testing.
7. Students are not allowed to ask questions during an exam on exam content.
8. Students may not challenge exam scores or discuss exam questions during class time. If a student wishes to discuss an exam, then he/she should schedule a meeting with the instructor during office hours.
9. Recommendations for failed exams will be outlined in the academic improvement plan.

Course Grade Requirements

1. Grading in this course will consist of six exams, learning assignments that include: ATI module assignments, five assigned client care plans, one medication calculation test, skills testing, two presentations and faculty evaluation of lab/clinical performance.
2. Each student must achieve a minimum cumulative exam average of at least 85% before any other course work is calculated into the final grade. A student that does not earn an 85% exam average will fail the course. In addition, each student must achieve a minimum cumulative course average of at least 85%. A student who does not earn an 85% or above on their final grade will fail the course.
3. Each student must achieve a score of at least 90% on the medication calculation test. Each student will be given three opportunities (one test and two repeat tests) to satisfy this requirement.
4. Each student must achieve an average of at least 85% on their comprehensive written client care plans. See the clinical care plan section of this syllabus for further detail.
5. Per the student handbook, there is no rounding of grades.
6. Each student must achieve a "Pass" on each of the skills testing with a maximum of three attempts.
7. Each student must demonstrate satisfactory performance on the final clinical evaluation.

Academic E-Portfolio

Students will be required to choose an appropriate

Suggested assignments for this course:

- Teaching plan
- Care plan

document or assignment to place in their academic e-portfolio on Edvance.

- ATI Foundations Proctored Exam
- Complementary and Alternative Therapy Presentations
- Culture/Ethnicity Presentation

Final Course Grade Determination for Theory, Lab, and Clinical:

Theory – Unit Exams	Weight
Exam 1	16%
Exam 2	16%
Exam 3	16%
Exam 4	16%
Exam 5	16%
Exam 6 (Comprehensive Final)	20%
Total	80% of the total grade
Learners must achieve a minimum cumulative Test average of at least 85% to meet the requirements and pass the course. Learner must achieve a minimum cumulative course average of at least 85% in order to meet the requirements and pass the course.	
Theory/ Learning Activity	Weight
Content Mastery Series Assessment Fundamentals and Remediation Proctored ATI Grading Scale Level 3= 95 points • *Remediation = 5 points:* • *Minimum 1-hour Focused Review* • *For each topic missed, complete an active learning template and/ or identify three critical points to remember.* Level 2 = 85 points • Remediation= 10 points: • *Minimum 2-hour Focused Review* • *For each topic missed, complete an active learning template and/ or identify three critical points to remember.* Level 1 = 75 points • Remediation= 10 points:	15%

• *Minimum 3-hour Focused Review* • *For each topic missed, complete an active learning template and/ or identify three critical points to remember.* Below Level 1 = 65 points • Remediation= 10 points: • *Minimum 4-hour Focused Review* • *For each topic missed, complete an active learning template and/ or identify three critical points to remember.*	
ATI: Learn: Skills Modules 3.0: Learning Modules: HIPAA (C)	5%
ATI: Learn: Skills Modules 3.0: Learning Modules: Infection Control	5%
ATI: Virtual Scenario: Vital Signs. Document vitals in EHR Tudor.	5%
ATI: Learn: Civility Mentor: Civility & Patient Safety in the Clinical Environment	5%
ATI: Learn: Skills Modules 3.0: Learning Modules: Mobility	5%
ATI: Skills Module: Nutrition	5%
ATI Assignments: Engage Fundamentals Showcase: Nutrition	2%
ATI Assignments: Engage Fundaments RN 2.0: Psychosocial Concepts. Inclusion, Equity and Diversity	2%
ATI Assignments: Engage Fundamentals Showcase: Elimination	2%
ATI: Learn: Skills Modules 3.0: Learning Modules: Urinary Elimination	5%
ATI: Learn: Skills Modules 3.0: Learning Modules: Wound	5%
ATI: Learn: Skills Modules 3.0: Learning Modules: Oxygen Therapy	5%
ATI: Learn: Video Case Studies RN 3.0: Pain: Pain Management	5%
ATI Assignments: The Communicator 2.0: Respecting Clients' Culture	2%
Care Plan 1	2%
Care Plan 2	2%
Care Plan 3	2%
Care Plan 4	2%
Care Plan 5	2%
Complimentary Alternative Therapy /Culture or Ethnicity Presentation	12 %
Teaching Plan	5%
ATI: Assessments: Learning System RN 3.0: Fundamentals 1-optional	0%
Total	20% of Course Grade

Medication Dosage Calculation Test	Pass / Fail

Learners must achieve a score of at least 90% within three attempts on their medication dosage calculation test (one test and two repeat tests) in order to meet the requirements and pass the course.

Laboratory – Clinical Skills List

Learners must Pass' skills within three attempts in order to meet the requirements and pass this course.

N311 Course Lab Required Skills	Requirement
Hand Washing	Pass/Fail
TPR	Pass/Fail
Blood Pressure	Pass/Fail
Pulse Oximetry	Pass/Fail
Sterile (open) Gloving	Pass/Fail
Non-Parenteral Medications	Pass/Fail
Foley Catheter Insertion & Care	Pass/Fail
Blood Glucose	Pass/Fail
Additional Skills	
Bathing	Pass/Fail
Bed making	Pass/Fail
Mouth Care	Pass/Fail
Toileting	Pass/Fail
Feeding	Pass/Fail
Body mechanics	Pass/Fail
Positioning	Pass/Fail
Transfer/ambulation	Pass/Fail
Ostomy care	Pass/Fail
Enemas	Pass/Fail
Oral suction	Pass/Fail
Personal Protective Equipment	Pass/Fail
Ted's & SCD's	Pass/Fail
Intake & Output	Pass/Fail
Shaving & Hair Care	Pass/Fail
Nail Care	Pass/Fail

Use of Restraints	Pass/Fail
O2 Delivery Methods	Pass/Fail
Oxygenation Therapy	Pass/Fail

Exam & Assignment Schedule

Component	Administration or Due Dates	
Theory – Exams	Week Administered	Date To be Administered In Class
Exam 1	4	9-9-24
Exam 2	6	9-23-24
Exam 3	9	10-14-24
Exam 4	11	10-29-24
Exam 5	14	11-17-24
Exam 6 (Comprehensive Final)	16	12-9-24
Theory – Proctored ATI	Week Administered	Date To be Administered
ATI Fundamentals Proctored Exam	15	12-2-24
ATI Remediation	15	12-9-24
Theory/Learning Activity Lab – Student Evaluations	Week Administered	Date to be Administered
Skills Test out 1: Handwashing	1	Monday or Thursday of your lab.
Skills Test out 2: Vital signs (Blood pressure, temperature, pulse, respirations, pulse oximetry) blood glucose	2,3,4 As needed	Monday or Thursday of your lab.
Skills Test out: Blood Glucose Monitor	6	Monday or Thursday of your lab.
Skills Test out 4: Administering non-parenteral medications, and intake and output	8	Monday or Thursday of your lab.
Skills Test out 3: Sterile gloving and foley catheter insertion	9	Monday or Thursday of your lab.
Lab – Dosage Calculation Test	Week Administered	Date To be Administered
Dosage Calculation Attempt #1	8	Monday or Thursday of your lab.
Dosage Calculation Attempt #2	9	Monday or Thursday of your lab.
Dosage Calculation Attempt #3	10	Monday or Thursday of your lab.
Clinical – Written Assignments	Week Due	Date Due All Assignments are due by 2359 CST on the date listed below per clinical instructor guidelines

Care Plan 1	Assigned on Week 5	Per the clinical instructor
Care Plan 2	Assigned on Week 7	Per the clinical instructor
Care Plan 3	Assigned on Week 9	Per the clinical instructor
Care Plan 4	Assigned on Week 11	Per the clinical instructor
Care Plan 5	Assigned on Week 12	Per the clinical instructor
Clinical Makeups as Needed with Potential Care Plan Assignments	Assigned on Week 13	Per the clinical instructor

Theory/ Learning Activity	Week Due	Date Due All Assignments are due by 2359 CST on the date listed below
ATI: Learn: Skills Modules 3.0: Learning Modules: HIPAA (C)	1	8-25-24
ATI: Learn: Skills Modules 3.0: Learning Modules: Infection Control	2	8-25-24
ATI: Virtual Scenario: Vital Signs. Document vitals in EHR Tudor.	2	9-02-24
ATI: Learn: Civility Mentor: Civility & Patient Safety in the Clinical Environment	3	9-08-24
ATI: Learn: Skills Modules 3.0: Learning Modules: Mobility	4	9-08-24
ATI: Skills Module: Nutrition	5	9-16-24
ATI Assignments: Engage Fundamentals Showcase: Nutrition	5	9-16-24
ATI Assignments: Engage Fundaments RN 2.0: Psychosocial Concepts. Inclusion, Equity and Diversity	7	9-29-24
ATI Assignments: Engage Fundamentals Showcase: Elimination	9	10-04-24
ATI: Learn: Skills Modules 3.0: Learning Modules: Urinary Elimination	9	10-04-24
ATI: Learn: Skills Modules 3.0: Learning Modules: Wound	11	10-28-24
ATI: Learn: Skills Modules 3.0: Learning Modules: Oxygen Therapy	11	10-28-24
ATI: Learn: Video Case Studies RN 3.0: Pain: Pain Management	12	11-04-24
ATI Assignments: The Communicator 2.0: Respecting Clients' Culture	13	11-09-24
Complimentary Alternative Therapy /Culture or Ethnicity Presentation	Assigned Week 10 Due Week 13	11-09-24
	Assigned Week 8	11-17-24

Teaching Plan	Due Week 14	
ATI: Assessments: Learning System RN 3.0: Fundamentals 1with Remediation	15	12-09-24

Important Events	Date and Time	Location
Students are required to attend the following events, in addition to the regularly scheduled course meetings, labs, and clinical.		
White Coat Ceremony	September 6, 2024 Time: 4 pm	Danville Campus
Research Day	November 1, 2024 Time: 0900 - 1200	Danville Campus

Course/Faculty Evaluation

As part of Lakeview's continued effort to offer courses of the highest quality and effectiveness, students will have the opportunity to evaluate this course as well as provide feedback on course faculty. Evaluations will be distributed to students prior to the end of the semester. All evaluations are completely confidential and anonymous.

See Student Handbook for All Institutional Policies

General Attendance/Absence Policy

Lakeview College of Nursing students are expected to attend all meetings of classes, scheduled laboratory, and clinical sessions in which they have enrolled. It is our policy that attendance will be recorded for each scheduled class, laboratory, and clinical experience. It is the student's responsibility to attend all classes, on time, and for the entire designated time. Students who violate the clinical/lab dress code and/or student conduct code will not be permitted to attend or remain in the class, laboratory or clinical experience and an absence will be recorded. Students must wear a Lakeview College of Nursing issued student ID badge at all times while in class, lab, and at clinical sites.

First Day of Class/Clinical Orientation

Students who miss the first day of class, lab, clinical, and/or clinical orientation may be immediately dropped from the course(s). Students who are unable to attend the first day must have prior approval from the Dean of Nursing and Course Coordinator.

Theory Attendance Policy

Attendance at all classroom sessions are expected and missing any classroom sessions can have an impact on the student's course grade. If the student does not attend two (2) scheduled class(es) during the semester, their ability to complete the course will be evaluated by the course coordinator.

Access and Accommodations: Your experience in this class is important to me. If you have already established accommodations with Disability Services, please communicate with me so that we may implement your approved accommodations in this course.

If you have not yet established services but have a temporary health condition or permanent disability that requires accommodations (conditions include but not limited to; mental health, attention-related, learning,

vision, hearing, physical or health impacts), you are welcome to contact Disability Services at studentsfirst@lcn.edu to see if you are eligible for accommodations. Disability services offer resources and coordinates reasonable accommodations for students with disabilities and/or temporary health conditions. Reasonable accommodations are established through an interactive process between you, the instructor, and Disability Services. It is the policy and practice of the Lakeview College of Nursing to create inclusive and accessible learning environments consistent with federal and state law.

Clinical Attendance/Lab Policy

Attendance at clinical and lab is required. If a student anticipates having to miss clinical or lab, the student must personally notify the clinical/lab instructor and course coordinator of absence *prior* to the start of a clinical experience. Depending on the course, students may be required to notify the agency as well.

Clinical/lab Instructor and Course Coordinator will follow the policy to determine if the absence is excused or unexcused.

Failure to notify the clinical/lab instructor of absence in advance of the clinical/lab experience is an unexcused absence.

To maintain client safety, the clinical instructor may dismiss the student from the clinical area if the student is not prepared for the clinical experience or if the clinical instructor determines that the student is not safe to provide care. Such dismissal is an unexcused absence.

Absences, whether excused or unexcused, will have an impact on student's success in the course, up to and including failure of the course. Opportunities for making up missed clinical days or laboratory sessions may not be available.

If a student has two [2] unexcused clinical absences, they will fail clinical for that course.

Students must attend all clinical orientations for their assigned agency. Students, who are not present for clinical orientation or the first clinical, whether their absence is excused or unexcused, might not be allowed to continue in the course. See General Attendance Policy.

Clinical instructors will follow up with course coordinators to discuss the student's performance in the clinical setting. Specifically, if the student needs to attend an alternative experience to make up for the experience missed and whether or not the clinical outcomes are still possible to achieve, clinical absences will be documented, and the student may, at the discretion of the course coordinator, be required to make up the clinical hours missed.

If available and determined necessary by the course coordinator, clinical hours will be made up by simulation or demonstrating skills in the lab. The course coordinator will notify the lab coordinator when a student is required to make up the clinical experience.

How to Decide if you are Too Sick to Attend Clinical

Fever > 100.4
Conjunctivitis (Pink Eye)
Diarrhea lasting more than 12 hours
Group A Strep culture confirmed or physician diagnosed
Jaundice yellowing of the skin, which might suggest viral hepatitis
Cold sores (herpes)

Active measles, mumps, pertussis, rubella or chicken pox
Upper respiratory infection (cold)
Tuberculosis and/or positive TB skin test
Shingles (chicken pox) or any rash of unknown origin
Head lice
Scabies (mites that burrow under the skin causing a rash)
Any draining wound such as an abscess or boil
Impetigo (type of skin infection)
Mononucleosis
COVID-19 Symptoms (fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea)

Academic Integrity

Lakeview College of Nursing is committed to upholding the highest standards of academic integrity in the classroom and clinical setting and it is the responsibility of all stakeholders-faculty, staff, and students to ensure these standards are being met.
More about the expected standards of behavior can be found at https://www.lakeviewcol.edu/cataloghandbook

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LAKEVIEW
COLLEGE OF NURSING
ADAPTABILITY • CARING • EXCELLENCE • INTEGRITY • SERVICE

N311
Fall 2024

Academic Integrity Honor Code

Student's Signature:

_____ Date: 08/20/24

Student's Printed Name:

NGOC TRINH.

For complete information about expected student behavior and disciplinary action, please refer to the *Student Handbook*, available on the Lakeview College of Nursing website.

My signature above verifies that I have read and understand the rules identified on the previous pages for class and clinical.

It also verifies that I have read and understand this course's syllabus.