

COURSE: RNSG 1144 (1:0:4) Nursing Skills 11  
 SEMESTER: Spring 2024  
 CLASS DAYS: See course calendar  
 CLASS TIMES: See course calendar  
 FACEBOOK: <https://www.facebook.com/SPCNursing17/>

Name	Office Number	Email	Office	Hours
Amanda Ellison MSN, RN	806.716.2391	<a href="mailto:aellison@southplainscollege.edu">aellison@southplainscollege.edu</a>	AH 100H	Tuesday 0900-1600 and by appointment.

“South Plains College improves each student’s life.”

**GENERAL COURSE INFORMATION**

**COVID-19**

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or get tested for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu) or 806-716-2376

1. SPC will follow the recommended 5-day isolation period for individuals that test positive.
  - a. **Please note that day 0 is the date of positive test. Day 1 begins the first full day after the date of positive result.**
2. COVID reporting
  - a. Please have students and employees notify DeEtte Edens if they have tested positive to verify dates before returning to class or work.
  - b. The home tests are sufficient but students need to submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor’s note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu).
  - c. A student is clear to return to class without further assessment if they have completed:  
 The 5-day isolation period, symptoms have improved and they are afebrile for 24 hours without the use of fever-reducing medication.
3. Please instruct students and employees to communicate with DeEtte Edens prior to their return date if still symptomatic at the end of the 5-day isolation.



**SYSTEMATIC TOTAL EVALUATION PLAN FOR END OF PROGRAM STUDENT LEARNING OUTCOMES (EPSLO) These came from the sheets Tara gave out Monday**

**SPC ADN STUDENT LEARNING OUTCOME 1**

- **Identify cues for optimal health promotion and maintenance.**

NLN COMPETENCY	Spirit of Inquiry
NCSBN NCLEX Test Plan 2023	Physiological Integrity
	Psychosocial Integrity
	Safe and Effective Care Environment
	Health Promotion and Maintenance
QSEN	Quality Improvement
	Patient-Centered Care
	Informatics
	Evidenced-Based Practice (EBP)
TBON DEC COMPETENCIES	Provider of Patient-Centered Care
	Patient Safety Advocate

**SPC ADN STUDENT LEARNING OUTCOME 2**

- **Provide Safety and Infection Control for Self and Others.**

NLN COMPETENCY	Nursing Judgment
NCSBN NCLEX Test Plan 2023	Safe and Effective Care Environment
QSEN	Safety
	Informatics
	Quality Improvement
TBON DEC COMPETENCIES	Provider of Patient-Centered Care
	Patient Safety Advocate

**SPC ADN STUDENT LEARNING OUTCOME 3**

- **Promote holistic, client centered care to a diverse population.**

NLN COMPETENCY	Human Flourishing
NCSBN NCLEX Test Plan 2023	Psychosocial Integrity
QSEN	Patient -Centered Care
	Informatics
	Evidenced-Based Practice (EBP)
	Quality Improvement
TBON DEC COMPETENCIES	Provider of Patient-Centered Care
	Patient Safety Advocate

**SPC ADN STUDENT LEARNING OUTCOME 4**

- **Advocate for a legal-ethical framework within the healthcare team.**

NLN COMPETENCY	Professional Identity
NCSBN NCLEX Test Plan 2023	Safe and Effective Care Environment
QSEN	Teamwork and Collaboration
	Informatics
	Evidenced-Based Practice (EBP)
	Quality Improvement
TBOB DEC COMPETENCIES	Member of a Health Care Team
	Provider of Patient-Centered Care
	Member of the Profession
	Patient Safety Advocate

**EVALUATION METHODS**

Teaching methods: Simulation, Clinical Lab, Scenarios, Case studies, Focus learning groups, ATI assignments, and other instructional resources. Online learning: Zoom, Blackboard Collaborate, Microsoft Teams and/or additional online resources.

This course will offer face-to-face instruction with online instruction provided to supplement and enhance learning. Online instruction will be used in an event of COVID illness/exposure. This course may take on a different format such as:

- I. Lecture online with lab components face-to-face
- II. Evaluation methods: Skills Demonstration, live skills check off, lab recording sessions, additional online instructional resources assignments, Blackboard, and computerized testing, iPad, etc.

**ACADEMIC INTEGRITY**

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

**Cheating** - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.

**Plagiarism** - Offering the work of another as one's own, without proper acknowledgment, is plagiarism. Any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines, websites such as: blogs, journals, or articles, other referenced works, from themes, reports, and/or other writings of a fellow student, is guilty of plagiarism. If there is any suspicion of work completed by Artificial Intelligence (A.I.), the student and their work may be questioned, and if proven that A.I. was used will be considered guilty of plagiarism.

**Professional Standards** - Students are expected to adhere to the professional standards set forth in the Associate Degree Nursing Program School of Nursing Student Handbook. It is the responsibility of the School of Nursing to teach and model professional behaviors, and it is the responsibility of the student to demonstrate professional, academic integrity, and HIPAA. The student is representing the School of Nursing and are expected to maintain the highest standards.

## **VERIFICATION OF WORKPLACE COMPETENCIES**

No external learning experiences are provided in this course but learning experiences in the lab provides the setting in which the student applies workplace competencies. Successful completion of the designated Level II Semester II course outcomes will allow the student to continue to advance within the program. Successful completion of RNSG 1144 meets the requirements as stated in the Differentiated Essential Competencies of Graduates of Texas Nursing Program.

## **BLACKBOARD**

Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course throughout the semester.

## **FACEBOOK**

The nursing program has a Facebook page at <https://www.facebook.com/SPCNursing17/> In addition to the South Plains College website; this Facebook page will be used to keep students up-to-date on program activities, weather delays, South Plains College announcements and will help with program recruitment. “Liking” the South Plains College Nursing Facebook page is not mandatory, nor are personal Facebook accounts, in order to access this page.

## **SCANS AND FOUNDATION SKILLS**

Refer also to Course Objectives. Scans and Foundation Skills attached

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## **SPECIFIC COURSE INFORMATION TEXT AND MATERIALS**

**TEXT AND MATERIALS- You will use several of these materials throughout the program**

Books:

Taylor, C., Lynn, P., & Bartlett, J. (2022). *Fundamentals of Nursing: The art and science of person-centered nursing care* (10<sup>th</sup> ed.). Wolters Kluwer. **ISBN 9781975168179.**

Mann, Andrea. (2022). *Study Guide for Fundamentals of Nursing: The art and science of person-centered nursing care* (10<sup>th</sup> ed.). Wolters Kluwer. **ISBN 9781975168209. Need physical copy to write in for lectures.**

Hinkle, J., Cheever, K., & Overbaugh, K. *Brunner and Suddarth's Textbook of Medical-Surgical Nursing* (15<sup>th</sup> ed.). Wolters Kluwer. **ISBN/ISSN: 9781975161057**

Online: ATI Resources

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## ADDITIONAL CLASSROOM ITEMS

Students should come to class prepared with pens, pencils, and a notebook for taking notes or completed quizzes or assignments in class. Power point lecture notes should be printed prior to lecture if desired. Students may use pen and paper or a laptop computer/tablet/iPad to take notes during lecture. Students will be issued a South Plains College iPad for student use. **Students are required to have a Blood Pressure Cuff, Stethoscope, Pen Light, Watch with a Second Hand, Bandage Scissors, Pulse Oximeter, and Lab Kit.** Do not leave needed course supplies, books, and/or equipment in your car.

## ATTENDANCE POLICY (\*READ CAREFULLY) and Lab Attendance

Students are expected to attend all labs in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus. **When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed.** It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first-class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy. It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

[http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class\\_Attendance](http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class_Attendance)

The SPC ADNP policy must be followed. Refer to the SPC ADNP Nursing Student Handbook to review this policy. Punctual and regular class attendance, as stated in the SPC handbook, is required of all students attending South Plains College. According to SPC Student Handbook, there are no excused absences. The instructor/course leader has the prerogative of dropping the student from the course for any absences.

## ABSENCE

Students are expected to attend all lab and lecture days. In the event of illness, it is the student's responsibility to notify his/her instructor. In RNSG 1144 the student can have no more than **one (1)** absence in RNSG 1144 to be successful in the course. **A student having two or more absences will be dropped from RNSG 1144.** The course leader may initiate the withdrawal of the student for absences. Reinstatement is handled on an individual basis. Attendance will be taken before every class. In the event of an emergency or school sponsored event and with proper instructor notification prior to class, an exception may be reviewed on a case by case basis. **It is the student's responsibility to contact the instructor via email if they are late or absent. Students are responsible for obtaining the missing content.**

## TARDIES

Class starts at the designated time per course calendar, if the student enters the room after the classroom doors are closed, you are considered tardy. **Two (2) tardies equals one (1) absence.** In the event of an emergency or school sponsored event and with proper instructor notification prior to class, an exception may be reviewed on a case by case basis.

**Dropping a class** will be instructor initiated.

If a student is not successful in one or more of the following courses: RNSG 1144 the instructor will meet with the student to discuss which class(es) will be dropped and which class(es) a grade will be assigned. (RNSG 1441, RNSG 2213, RNSG 2460)

## Withdrawing from all classes

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting <http://www.southplainscollege.edu/admissionaid/advising/spcadvisors.php> or by calling 806-716-2366.

## Schedule Change (after late registration and before census date)

To make a schedule change after late registration and before the census date, students should submit a [Schedule Change Form](#).

After late registration, adding a class requires instructor approval. If a student is requesting to be added to one of your courses and you approve, please email [registrar@southplainscollege.edu](mailto:registrar@southplainscollege.edu) with your approval. This can take the place of signature on the Schedule Change Form that we have required in the past. For additional information regarding schedule changes, drops and withdrawals, [click here](#).

If the student fails one of the following courses: RNSG 1441, RNSG 2213, RNSG 1144, or RNSG 2460, the instructor will initiate the drop for the courses that have not been completed. The student will receive grades in the course failed and any other courses the student has completed.

## COMMUNICATION POLICY

Electronic communication between instructor and students in this course will utilize the South Plains College "My SPC" and email systems. The instructor will not initiate communication using private email accounts. Students are encouraged to check SPC/Blackboard email on a regular basis. Students will also have access to assignments, web-links, handouts, and other vital material which will be delivered via the classroom website. Any student having difficulty accessing the classroom website or their email should immediately contact their instructor for directions. The instructor will work with any student to ensure the student has access to a computer on campus and can obtain the needed class content that is located on the course website.

## DRESS CODE

- a. Classroom attire professional scrubs. South Plains College or TNSA T-shirts are allowed with scrub pants.
- b. **Full SPC Uniform (See SPC Uniform Policy)** is required for recording sessions, demo/skills check offs, simulation, and any remediation.

- c. Students are required to meet all uniform criteria prior to entering the clinical site building.
- d. Periodic uniform compliance checks will be conducted.
- e. Students are not allowed to have cell phones on their person during exams, skills practice, recording or live skill check off.

## **COMPUTER USAGE**

As computer technology in the field of health occupations continues to become more popular, computers will be used in this course for several assignments. All students have access to computers and printers on the South Plains College campus. Students will be expected to utilize computers to access assignments and classroom resources. All registered students are supplied with a working email account from South Plains College. In order to take exams, students must have their username and password. **ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USERNAME, PASSWORD, AND SPC STUDENT ID.**

## **COMPUTER LAB USAGE**

The computer lab(s) on any campus may be used by students during scheduled open hours or as assigned by an instructor. Printer paper will not be provided for students to print materials, but students may seek assistance from faculty or staff to request lab paper from the college if needed. Lack of computer lab paper is not an excuse for not having homework assignments, skills lab sheets, or any other required documents. Students should come prepared for class.

Cell phones, smart watches, athletic Fitbits, student badges, personal calculators or any electronic learning device of any kind are not allowed in the computer lab at any time during testing unless specified by instructor. Ball caps and large heavy jackets are to be left in the classroom during testing. Backpacks, handbags, food, or drink not allowed in the computer lab at any time.

## **IPAD**

This iPad is the property of the college and should not have any personal information stored on it. The iPad may be requested to be produced by the student and is subject to review to ensure no personal information is on the iPad and that the iPad is being used as intended. The request may come at any time by any ADN faculty, Nursing director or IT personnel. The student assumes responsibility for loss or damage to issued iPad.

## **CELLPHONES**

### **Cell Phone Usage**

Cell phones are to be turned OFF or silenced during scheduled class periods. It is disrespectful to be using your phone while your instructor is lecturing, or other classmates are presenting. Text messaging is not allowed during scheduled class/lab times. Cell phones are to be used outside the classroom or lab only on designated breaks. **Students that are caught using their cell phone/smart watch or device during class inappropriately and without the permission of the instructor will be asked to leave class and will receive an absence for that day.** We understand that sometimes there are extenuating circumstances. Please see our faculty prior to class to receive permission to step out and take or make your phone call.

**Students are not allowed to have cell phones on their person during exams.**



## COURSE SCHEDULE

See course calendar for date, time, and location. Students will be responsible for all assignments and dates listed in the course calendar.

## ASSIGNMENT POLICY

**All assignments must be completed by the assigned due date/time (CST)** as listed on the course calendar. In the event of an emergency students should contact faculty prior to the due date/time if they anticipate material will be late. Please note that contacting faculty will not guarantee the receipt of an extension for the submission. **Submissions received within 24 hours of due date/time will receive a 50% and after 24 hours will receive a 0 (zero).** Due to the time constraints within this course, there are no allowances for extra credit assignments or resubmissions of an assignment. Please allow enough time for preparation and submission of each assignment prior to the scheduled due date. Make sure you have an alternate plan for Wi-Fi issues, we will not give extensions for Wi-Fi issues. Student must scan required documents before uploading them into Blackboard. Students may scan by using the notes section on iPad or by an app of choice (I-scan, etc.). Assignments must be uploaded as a PDF with correct orientation or will be considered late and you will receive a 50%. A digital upload is considered a digital signature.

## CLASS ASSIGNMENTS/EXAMS

### ATI ASSIGNMENTS

The student will be required to complete pre-lecture ATI assignments. Reading and comprehending the material will be crucial to your success in this course. Please see course calendar for due dates. These assignments may also include ATI pre-lecture/post lecture assignments. The average of all the ATI Assignments will account for **5%** of the final course grade. See Late Assignment Policy.

### EXAMS

There will be three (3) unit exams and one (1) comprehensive exam in this course

- Unit exams will consist of **30%** of the final course grade. The unit exams will be administered throughout the course, refer to class calendar for the date and time.
- Comprehensive final will consist of **25%** of the final grade. The final exam will be administered at the end of the course, refer to class calendar for the date and time. The final exam is comprehensive of all didactic.
- There is no Final exemption.

See course calendar and Blackboard for exam schedule. **Students must be on time for Exams. Once doors are closed and instructions have started in the designated testing environment (computer lab or classroom) no one will be admitted. The student will not be able to take the scheduled exam and student will receive a zero.** In the event of an emergency or school sponsored event and with proper instructor notification prior to exam/class, an exception may be reviewed on a case by case basis.

Exams will be administered on either an iPad or computer in the computer lab, on occasion there may be an exam given in the classroom. Cell phones, smart watches, athletic Fitbits, student badges, personal calculators, or any electronic learning device of any kind are not allowed in the classroom or computer lab

at any time during testing, unless specified by instructor. Ball caps and large heavy jackets are to be left either in the classroom/hallway during testing. Backpacks, handbags, food or drink not allowed in the computer lab at any time.

**Unit Exams and Final Exam scores will not be rounded.**

**EXAM REMEDIATION**

All students earning less than 80% on any unit exam will need to complete mandatory exam remediation and follow course syllabus regarding test remediation. The steps for exam remediation are as follows:

- Instructors will provide the student with a Test Remediation Packet, to complete remediation.
- Students will use the ATI Focused Review to review their test topics and to complete remediation.
- Student will follow all instructions and turn in packet according to instructors’ instructions per syllabus.
- There will not be points added back to exam grades.
- Students will have up to one (1) weeks or per course syllabus to review the previous exam.

The instructor will continue to document students’ progress and exam grades by using the Letter of Success. The instructor may refer any student who is unsuccessful to the Retention Specialist for guidance on test taking skills, learning style, study skills, and study routine. Retention Specialist is not responsible for course subject matter. Students who do not follow this policy may not be considered for re-admission to the program.

If the student scores below 80% and refuses to attend exam remediation student **must sign the Student Remediation Refusal Statement.**

**LAB COMPONENT  
LIVE CHECK-OFFS**

All skills listed are skills that will be demonstrated by instructor and checked off by an instructor. All skills below must be PASSED by the due date (see course calendar) to successfully complete the skills competency portion of RNSG 1144.

- The skills designated with one asterisk (\*) will be completed as an Instructor Check-Off.
- Skills designated with two asterisks (\*\*) will be a Mass Check Off.

<b>*Live Instructor Check-Off /In Class Skills Demo</b>
*NG Tube Placement/DC
*PEG/NG Tube Medication Administration
* Enteral Feeding

*Sterile Dressing Change
*Indwelling Foley Catheter Insertion/Discontinuation and
*Straight Catheter with or without specimen
<b>**Skills Demo Station Check-Off</b>
**NG Suction
**NG Irrigation (Gravity/Syringe)
**PEG Dressing Change
**Island Dressing Change (Wound)
**Wound Culture
** Empty Foley
**Obtain Specimen Foley (Port/Bag)
**Leg Bag to Foley Bag
**Perma(o)Fit

### LIVE INSTRUCTOR CHECK-OFFS

Instructor check-off skills will be graded by an instructor in real time. All required skills will be demonstrated during class time. Each student will have three (3) attempts (as needed) to be checked off by an instructor. Any student unsuccessful on instructor check-off skills competency validation will have two additional attempts (See Instructor Skills Check-Off Grading Criteria).

### LIVE INSTRUCTOR SKILLS CHECK-OFF GRADING CRITERIA

If the student passes the live skills check-off on the first attempt, the student will receive **100%** for skill. If a student is unsuccessful on the first attempt, a remediation plan (see Skills Remediation Policy) will be assigned to include practice/lab time and a date for second attempt. If the student passes the second attempt, the student will receive **85%** for that skill. If the student is unsuccessful on the second attempt an additional remediation plan will be assigned to include practice/lab time with an instructor and a date for third attempt. If the student passes the third attempt, the student will receive **77%** for that skill. All skills must be passed by the assigned date. See course calendar for due dates. **If the student is unsuccessful in the skill competency by the assigned date or on third attempt, it will result in a failure of RNSG 1144.** All combined Skills Rubrics account for **40%** of the RNSG 1144 final grade.

### SKILLS DEMO STATION CHECK-OFF

Each student must attend each skills demo station and be checked off by the instructor. Each skill will be demonstrated by an instructor at each station and the student must perform a return demonstration of the skill. Each student must complete and pass each skills demo station and upload the Skills Demo Station Sign-Off sheet that has been signed by the instructor for each station. **Skills Demo Station/Check-Off is PASS/FAIL, so failure for the student to perform each skills demo station and upload the Skills Demo Station Sign-Off sheet by the due date (See Calendar) may result in failure of RNSG 1144.**

## RECORDED SKILL(S) POLICY

Each Live Instructor Check-Off will be performed in a tape room in the Nursing Resource Learning Lab. Each skill is timed and the student may have between 15 to 45 minutes (time is determined per skill/per check-off) in the tape room.

## ADDITIONAL PRACTICE

At any time, a faculty member can require a student to complete additional practice (which may require time outside of class time) in the simulation lab or the nursing learning lab to ensure student and client safety in clinical. Students are required to maintain proficiency in all skills.

## LETTER OF SUCCESS

Students who have less than an **80%** course average may be given a letter of success during certain times of the semester as designated by the instructor to highlight students' needs, areas for improvement and concerns. Students who are unsuccessful on exams and assignments will be at risk for failure of the course. The student may also be referred to the retention specialist as per the instructor's discretion.

## GRADING POLICY

Students must receive a cumulative grade of **77% or greater** to pass RNSG 1144. The grade for this course will be determined upon completion of the following components:

ATI Assignments	5%
Unit Exams	30%
Final Exam	25%
Skills Rubrics	40%
<b>Final Grade</b>	<b>100%</b>
Skills Demo Station Check-Off	P/F

Course grades are based on the following scale:

A= 90-100%

B= 80-89.99%

C= 77-79.99%

D= 60-76.99%

F= below 60%

**Grades are not rounded.**

In order to be successful in RNSG 1144 the student must have a 77% or greater on the didactic component and pass all skills. Failure of RNSG 1144, 2213, 1441, or 2460 will necessitate repeating all Level II Semester II courses. When repeating any course, the student is required to complete all aspects of the course including the required written work. If a student fails didactically or fails a skill, the student may not just drop the course, the student will be assigned the grade earned in this course.

## NURSING STUDENT CODE OF CONDUCT

### PURPOSE

South Plains College Nursing Programs expects that all students will conduct themselves responsibly and in a manner that reflects favorably upon themselves, the college as well as the nursing profession. When a student does not act responsibly and violates the college policies, rules, regulations, or standards of conduct, formal disciplinary action may result. The conduct process reflects the nursing department's desire that students maintain high standards and present themselves as professionals.

### RATIONALE

The rationale for this Nursing Student Code of Conduct is to provide nursing students and nursing faculty with a centralized and unifying policy of conduct that will foster professional accountability and patient safety.

**(Specifics for each area below can be found in the student handbook)**

- STUDENT CIVILITY – CIVILITY AND INCIVILITY DEFINED
- CLASSROOM CONDUCT
- COMMUNICATION
- COMMUNICATION VIA EMAIL GUIDELINES
- SOCIAL MEDIA GUIDELINES AND POLICIES

### SPECIAL REQUIREMENTS (\*Read Carefully)

- Students must present the signature page acknowledging that the student has read and understands the content of syllabus, program and clinical handbook, grievance policy, and appeals process.
- **Cell Phone Use in the Classroom**  
Cell phones are to be turned OFF or silenced during scheduled class periods. It is disrespectful to be using your phone while your instructor is lecturing, or other classmates are presenting. Text messaging is not allowed during scheduled class/lab times. Cell phones are to be used outside the classroom or lab only on designated breaks. **\_Students that are caught using their cell phone/smart watch or device during class inappropriately and without the permission of the instructor will be asked to leave class and will receive an absence for that day.** We understand that sometimes there are extenuating circumstances. Please see our faculty prior to class to receive permission to step out and take or make your phone call.

### CLASSROOM UNIFORMS:

To promote a professional image, students will abide by the following Dress Code in the classroom: Nursing is a uniformed profession and as such all students for classroom attire are required to wear scrubs of their choice if the uniform is clean and professional looking. You can also wear an official college SPC T-shirt or SPC Nursing T-shirt with scrub bottoms and appropriate tennis shoes. You cannot make your own due to college restrictions with branding. All students must wear an SPC badge as it is part of the professional uniform and is required for safety measures. If you forget your badge, you must sign in at the front office and you are not to let others into the building who do not have a badge. You may be sent home and accrue a tardy or an absence in the course if you come to class out of dress code.

## **COURSE DISCLAIMER**

Working within the healthcare field can be stressful and requires a mentally tough individual to provide medical care in the hospital environment. In order to better prepare students for a career in the healthcare profession, there will be times during this course where students will be exposed to training scenarios and situations that will be unpleasant to the average college student. If the student does not feel they can tolerate this type of learning environment, they should discuss this with the course facilitator and/or course leader immediately before continuing the course. Additionally, enrollment in this course does not guarantee a passing grade, successful completion of the nursing curriculum, or NCLEX- RN examination.

## **GRIEVANCE POLICY**

The student is responsible for scheduling an appointment with the instructor/course leader to discuss the final grade or discipline action. If the student is not satisfied, he/she should schedule an appointment with the Level II Semester II Course Leader. The next chain of command is to make an appointment with the Director of the Associate Degree Nursing Program, following that would be the Health Occupations Dean. The procedure will follow the same as found in the student handbook.

## **COLLEGE POLICY STATEMENTS**

For college policy statements related to Intellectual Exchange Statements, Disabilities Statements, Non-Discrimination Statements, Title IX Pregnancy Accommodations Statements, CARE, Campus Concealed Carry Statements, COVID-19, and Artificial Intelligence Statement.

visit: <https://www.southplainscollege.edu/syllabusstatements/>.

## **EMERGENCY MESSAGES**

The student should notify his/her family that in case of an emergency during normal class schedule, they should call the Nursing Office at (806)716-2391 or (806)716-2193. Class will not be interrupted unless it is an emergency, so they must identify themselves and say it is an emergency to get immediate action.

The student should notify his/her family that in the case of an emergency during clinical rotations, they should call and leave a message or text (who they are and who they need to get in touch with for an emergency) to the number or numbers provided to them in the clinical course syllabus and/or on the clinical course schedule.

## **2024 COURSE SYLLABI STATEMENTS**

For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title IX Pregnancy Accommodations, CARE Team, and Campus Concealed Carry, please visit: <https://www.southplainscollege.edu/syllabusstatements/>

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## **FOUNDATION SKILLS**

**BASIC SKILLS**—Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks

F-1 Reading—locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.

F-2 Writing—communicates thoughts, ideas, information and messages in writing and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.

F-3 Arithmetic—performs basic computations; uses basic numerical concepts such as whole numbers, etc.

F-4 Mathematics—approaches practical problems by choosing appropriately from a variety of mathematical techniques.

F-5 Listening—receives, attends to, interprets, and responds to verbal messages and other cues.

F-6 Speaking—organizes ideas and communicates orally.

THINKING SKILLS—Thinks Creatively, Makes Decisions, Solves Problems, Visualizes and Knows How to Learn and Reason

F-7 Creative Thinking—generates new ideas.

F-8 Decision-Making—specifies goals and constraints, generates alternatives, considers risks, evaluates and chooses best alternative.

F-9 Problem Solving—recognizes problems, devises and implements plan of action.

F-10 Seeing Things in the Mind’s Eye—organizes and processes symbols, pictures, graphs, objects, and other information.

F-11 Knowing How to Learn—uses efficient learning techniques to acquire and apply new knowledge and skills.

F-12 Reasoning—discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.

PERSONAL QUALITIES—Displays Responsibility, Self-Esteem, Sociability, Self-Management, Integrity and Honesty

F-13 Responsibility—exerts a high level of effort and perseveres towards goal attainment.

F-14 Self-Esteem—believes in own self-worth and maintains a positive view of self.

F-15 Sociability—demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.

F-16 Self-Management—assesses self accurately, sets personal goals, monitors progress and exhibits self-control.

F-17 Integrity/Honesty—chooses ethical courses of action.

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## SCANS COMPETENCIES

C-1 TIME - Selects goal - relevant activities, ranks them, allocates time, prepares and follows schedules.

C-2 MONEY - Uses or prepares budgets, makes forecasts, keeps records and makes adjustments to meet objectives.

C-3 MATERIALS AND FACILITIES - Acquires, stores, allocates, and uses materials or space efficiently.

C-4 HUMAN RESOURCES - Assesses skills and distributes work accordingly, evaluates performances and provides feedback.

INFORMATION - Acquires and Uses Information C-

5 Acquires and evaluates information.

- C-6 Organizes and maintains information.
- C-7 Interprets and communicates information.
- C-8 Uses computers to process information.

#### INTERPERSONAL—Works with Others

- C-9 Participates as a member of a team and contributes to group effort.
- C-10 Teaches others new skills.
- C-11 Serves Clients/Customers—works to satisfy customer’s expectations.
- C-12 Exercises Leadership—communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.
- C-13 Negotiates—works toward agreements involving exchanges of resources; resolves divergent interests.
- C-14 Works with Diversity—works well with men and women from diverse backgrounds.

#### SYSTEMS—Understands Complex Interrelationships

- C-15 Understands Systems—knows how social, organizational, and technological systems work and operates effectively with them.
- C-16 Monitors and Corrects Performance—distinguishes trends, predicts impacts on system operations, diagnoses systems performance and corrects malfunctions.
- C-17 Improves or Designs Systems—suggests modifications to existing systems and develops new or alternative systems to improve performance.

#### TECHNOLOGY—Works with a Variety of Technologies

- C-18 Selects Technology—chooses procedures, tools, or equipment, including computers and related technologies.
- C-19 Applies Technology to Task—understands overall intent and proper procedures for setup and operation of equipment.
- C-20 Maintains and Troubleshoots Equipment—prevents, identifies, or solves problems with equipment, including computers and other technologies.