

UNIVERSITY OF WEST GEORGIA
DEPARTMENT OF NURSING
BSN PROGRAM
NURSING 3192
CLINICAL SKILLS I

Credit: 1-2-2

Prerequisites: 3100 Level Nursing Courses

Faculty: Tammy McClenny, R.N., MSN
Office (678)-839-5422, Located in Skills Lab
E-mail: tmccleenn@westga.edu & CourseDen (1st Choice)
Cell: 404-291-8988

Office Hours: Monday: 1000-1300
Tuesday: 1300-1600
Wednesday: 1000-1300
Thursday and Friday: By Appointment Only

Course Description: This course focuses on basic to intermediate skills necessary for the role of the nursing care provider. Students will learn skills applicable to the administering and monitoring therapeutic interventions and regimens, and the diagnostic and monitoring function. Opportunity for student practice will be provided in both the campus and clinical laboratory settings.

Learning Goals:

1. Demonstrate knowledge of essential components and scientific principles for each learned skill. (1)
2. Apply scientific and humanistic concepts, nursing theory, and research in evidence based practice to facilitate critical thinking and decision making regarding acquisition of skills. (6)
3. Perform the skills safely and with caring within established ethical and legal boundaries. (3, 4)
4. Perform skills in a manner that reflects a connected and holistic view of self and others as well as a respect for diverse cultures. (1, 5)
5. Use clear and effective communication to work collaboratively with patients, their families, and members of the health care team. (8, 9)

*Numbers in parentheses after the course learning goals refer to BSN program objectives.

Course Content:

Administering/Diagnostic and Monitoring Therapeutic Interventions and Regimens

1. Assessing Basic Functions

- a. Obtaining vital signs/pain assessment
- b. Blood Glucose Monitoring and Basic Lab Studies

c. Documentation/Reporting

2. Administering and Monitoring Therapeutic Interventions and Regimens

- a. Handwashing and Universal Precautions
- b. Maintaining a Sterile Field
- c. Bath Care and Bed Making
- d. Body Mechanics
- e. Assistive and Orthopedic Devices
- f. Medication Calculations and Administration (non-parenteral & parenteral...to include Blood Administration)
- g. Venipuncture for Intravenous Access
- h. Wound Care/Ostomy Care
- i. Oxygen Administration
- j. Foley Catheter Insertion and Care (Urinary Elimination)
- k. Enema Administration (Bowel Elimination)

Course content will also include basic nursing care documentation of learned clinical skills.

Required Texts/Audio Visuals

-*Taylor's Clinical Nursing Skills: A Nursing Process Approach (2nd ed)* by Lynn, Pamela (this text needs to be bought new or un-used because you can access skill modules and resources through The Point for students which requires the access code that has to be scratched off)

ISBN 978-0-7817-7465-9

-*Henke's Med-Math: Dosage Calculations, Preparation, & Administration (6th ed)* by Buchholz, Susan (contains The Point reference modules and CD Rom).

ISBN 978-0-7817-7628-8 -

-*ATI Skill Modules*. Located on ATI website with appropriate fees paid.

-*ATI DVD of Basic Skills* (DVD pack received with purchase of ATI books)

Strongly Suggested Materials: (Reference Materials from Lecture Notes)

Fundamentals of Nursing (8th ed) by Kozier & Erb (this is also your text that you will use for Professional Practice course 3135).

ISBN 978-0-13-171468-7

Learning Activities:

Audio/Visuals/DVD's/CD-ROM, (self learning modules) videos for demonstration, Lab Activities/Practice, Reading Required Text Materials, Discussions, Handouts & Outlines on CourseDen, Simulation, and Faculty Evaluations of Demonstrated Skill.

***Self learning combined with demonstration and practice is the majority of class time utilized.

1. Methods of Evaluation:

General Grading: Letter Grades are based on percentages accrued:

- Med Calculations: Pass/Fail (see below instructions)
- Midterm (50 points)
- Final (50 points)
- Skills Evaluations (30 points)

To Calculate Course Grade: Add up the total number of points earned and divide by the total number of points possible (130), which will give you a decimal number. Multiply the decimal number by 100 for the number grade.

Test Review: Every effort will be made to review exams immediately following the exam. In the event that this is not possible due to scheduling conflicts with the computer lab or equipment failure, review will be scheduled at a later date in the semester (see CourseDen for announcements). Appointments for individual test review will be made at the instructor's discretion. In the event that a passing grade is not obtained on an exam, please make an appointment to see the instructor during office hours (office hours are posted outside the instructor's office door).

****Preparation for Skills Class/Lab: Students will be required to view weekly ATI skill modules, CourseDen videos, The Point reference videos, skill components from the Taylor Skills text, and review Web/CT handouts and lecture notes PRIOR to class/lab for that week (see calendar). Please see your calendar with dates/skills to be discussed throughout the semester. BE PREPARED FOR SKILLS LAB! If you are not prepared for skills lab, you may be dismissed from class/lab that day. REVIEW YOUR BSN STUDENT HANDBOOK REGARDING STUDENT POLICIES AND ACCOUNTABILITY/RESPONSIBILITY FOR LEARNING.**

Exam Schedule: Two Exams to include Mid-term and Final. Testing will be related to handouts/lecture notes, skills learned, course video/modules and scientific rationale or evidence based practice on why the skill is performed. See Calendar for dates.

Grade Criteria: Grades are calculated as follows:

- A-90-100
- B-80-89
- C-75-79
- D-60-69
- F-Below 60

This course is a CourseDen supported course and all course outlines, ppt, and handouts are on the course website. The exams and medication calculation quiz will also be taken on CourseDen. The course may be accessed using your student number and password for banner on the WebCt login page. You are required to check the course calendar, mailbox, and bulletin board daily for vital course information. Please feel free to post to the CourseDen email any information that you think is helpful for other students, websites that are helpful, or words/tips of the day. **If you are unfamiliar with using CourseDen, please complete the tutorial offered online at**

the course homepage. There is also a WebCT training booklet available at the campus bookstore for further enhancement. This course may be accessed from any campus computer lab or from any computer with the technology specifications that support WebCT (see WebCT login page for specifications or tech support).

2. Students must also **successfully complete instructor/student competency based skills evaluation** within the time specified to pass the course. Check off forms can be found on Web/CT. The forms are to be brought to the designated skills check off date/time specified by the instructor. The skills evaluation will have critical components labeled that must be performed. If the critical components are not performed correctly, you will fail the evaluation. You will have an opportunity to repeat the evaluation, but it will be worth half the skill evaluation points added in to your overall course grade. See below comment in italics.

**Clinical Skills I Check Off Evaluations
(Students will be given ONE Patient Scenario for Check Off)**

Check-offs for the following selected skills:

- A. Medication Administration (non-parenteral and parenteral)
- B. IV start/maintenance
- C. Wound Care
- D. Vital Signs
- E. Foley Catheter Insertion/Care

The class will also be learning other basic/intermediate skills (see course content above) noted via course calendar from material in your text, and webct handouts and powerpoints. Each student will be expected to review and practice those skills in the lab for exam purposes as well as for clinical preparation and evaluation.

*****Skill evaluation is worth 30 points of your final grade. If the student does not successfully complete all critical competencies (bolded competency steps on your skills check off sheets) on the first attempt, then the student may perform the skill a second time, which will then be worth 15 points. If the student does not successfully complete the critical competencies on the second attempt, then the student will earn 0 points for the skill evaluation. *****

3. **Medication Calculations:** Students must complete the Medication calculation test with 100% accuracy within the specified time prior to midterm in order progress through the clinical skills course and the UWG SON program. (See calendar for deadline). Student will have three opportunities to pass this exam. The first exam is scheduled during regularly scheduled class time. The two additional tests will be scheduled outside of regular class time with the instructor. Students who do not earn 100% on the third attempt will be required to withdraw from the course and will receive a grade of “W” for the course.

4. A minimum grade of “C” (75) is required in all major courses in order to progress in the nursing program.

Policies:

5. **Absences:** Students are responsible for their own learning and must accept individual accountability for their behavior. Students are required to attend class/lab. **Students have the responsibility of making arrangements for any missed activities/tests.** Arrangements regarding absences should be made prior to the absence except in emergencies when arrangements should be made as quickly as possible following the absence. It is the responsibility of the student to contact the faculty regarding absences. **Failure to notify the instructor for missed exams and skill evaluations will count as a failed attempt or grade of “0”.**

6. **Tardiness:** Students are responsible for their own learning and must accept individual accountability for their behavior. Every effort will be made to begin and end class on time. Students are expected to cooperate by arriving to class and clinical experiences in a timely manner. Consistently tardy behavior does not convey a sense of responsibility and caring for self or others. **Students who are tardy for an exam will only have the time remaining from the original scheduled time that the exam was posted per course calendar.**

7. **Cheating, Plagiarism, dishonesty and other unprofessional behavior:** Cheating or any other form of dishonesty is considered a serious offense. Students should be cautious about becoming involved in any situation in which their integrity and honesty could be questioned. Any student found cheating on any exam, quiz, written assignment or activity will receive a grade of zero for that assignment. Students displaying questionable behavior regarding honesty and integrity in the classroom or clinical area will be counseled immediately and appropriate actions will be taken. Students who are found to be involved in questionable behavior outside the academic area, i.e., any involvement in the Student Judicial System, will find their standing in the program in jeopardy pending the outcome of such activity. For definitions of academic irregularity (dishonesty), penalties, and appeals process, students should consult the Student Conduct Code found in Appendix A.I. and A.11. of the University of West Georgia Student Handbook.

8. **Testing Policy:** All testing will be done via CourseDen. The following policies will be strictly enforced.
 1. All purses, backpacks, and personal items (including cell phones and calculators) are to be left at the front of the room. One piece of plain notebook paper may be used for calculations, if necessary and it is to be turned in to the instructor after the test is completed.
 2. Students are to remain outside the room until testing time and will be required to leave the room immediately following submission of their test. Please exit quietly to avoid disturbing other students.
Student re-access to the test is strictly prohibited.
 3. If time permits, test review will be done as a group with the instructor. Students

- may request individual test review, as appropriate..
5. Calculators will be provided for calculations and must be turned in at the completion of the test.
 6. Baseball caps, sunglasses, rubber band bracelets, and jackets are not permitted.
 7. Students with disabilities must request special accommodations for a proctored test.
 8. Students not abiding by this policy will be asked to leave the testing area and will receive a grade of zero.
 9. A grade of less than 75 on midterm will require a one on one meeting with the instructor to discuss/review concepts missed on the exam and strategies to improve comprehension and application of the skills.
9. Tape Recorder Policy: Taping of lectures can be a useful learning tool. However, because of the sensitive nature of discussions regarding personal feelings and the legal/ethical considerations of patient confidentiality, tape recorders must be used very cautiously. Caring groups, discussions concerning patients, and quiz review are **not** to be taped. Please okay taping with the instructor before class begins.
10. Beepers/Cellular Phones: Please place beepers and cell phones in silent mode to minimize distraction to other members of the class.
11. Classroom: Students are expected to follow the syllabus and to come prepared for class and lab. Please refrain from talking during lecture, presentations, videos, etc. Engaging in private conversations during class does not convey a sense of responsibility and caring for others. Because of the nature of class discussions, the types of equipment that may be used in class, and the potential of distracting others, **students need to have a backup plan for childcare. Please do not bring children to class.**
12. Use of “Incomplete”: The grade of incomplete is reserved by the University for failure to complete the course due to circumstances beyond the control of the student. In most cases, it is reserved for a major illness or family crisis. “Incomplete” cannot be given for forgetting a deadline or simply forgetting to do the required work.