Edison State Community College
Practical Nursing Program

NUR 100S
Fundamentals of Practical Nursing

2026 FS

Table of Contents

Syllabus Part I 4
- Course Description 4
- Student Learning Outcomes 4
- Core Values 5
- Topic List

Syllabus Part II 6
- Program Student Learning Outcomes 6
- Faculty 6
- Policies and Procedures 7
- Pregnancy and Clinical Participation 8
- Testing Your Faith Act Policy 9
- Academic Dishonesty and Plagiarism 9
- Syllabus Changes 9
- Faculty Communication and Response Time 9
- Weather Conditions and Travel 10
- Support Services Provided by the College 10
- Academic Alerts and Student Advising 13
- Nursing Tutor 13
- Course Withdrawal 13
- Required Course Materials 13
- ATI 14
- Methods of Teaching 14
- Lecture Materials Availability 14
- Faculty, Clinical Sites, and Course Contacts 15
- Evaluation Methods and Grading 15
- Campus Lab and Clinical Evaluation 17
- Alternative Assignments/Assessments 17
- Written Submission Guidelines 17
- Testing Policy and Guidelines 18
- Campus Lab Student Learning Outcomes 21
- Clinical Student Learning Outcomes 21
- Skills Practice, Evaluation, and Remediation 22
- Nursing Process Paper 23
- Simulation Experience 23
- Critical Element 24
- Clinical Evaluation Tool 26
- Evaluation Methods and Weekly Schedule of Assignments 30

SYLLABUS
PART I
EDISON STATE COMMUNITY COLLEGE
NUR 100S FUNDAMENTALS OF PRACTICAL NURSING
6 CREDIT HOURS

Course	Total Credits	Didactic	Combined Lab and Clinical Hours	Lab	Clinical
NUR100S	6 (125 Course Clock Hours)	4 (50 Theory Clock Hours)	2 (75 Course Clock Hours)	1.35 (50 Lab Clock Hours)	0.65 (25 Clinical Clock Hours)

COURSE DESCRIPTION
Begins the study of the nursing process as it relates to meeting basic human needs of individuals in all age groups. Emphasis is placed upon principles of nursing care, performance of safe nursing measures, development of observational skills, and documentation. Communication methods and nurse-patient relationships, health and health care organizations, and the role of the practical nurse as a member of the health care team are explored. Emphasis is placed upon increasingly complex principles of nursing care and performance of safe nursing measures as the semester progresses. Prerequisite or Co-requisite: Prerequisite high school Chemistry or CHM 110S. Co-requisites include BIO 140S, BIO 124S, and NUR 102S with a grade of "C" of better. Department acceptance into the nursing program is required. Lab fee.

COURSE GOALS
The student will:

Bloom's Level		Program Outcomes
3	1. Use the nursing process, the five rights, dosage calculation, and infection control guidelines to safely prepare and administer medication.	2
2	2. Understand the concepts of health, the health care team, health care agencies, the role of the practical nurse, and legal aspects of nursing.	1
2	3. Understand the nursing process in assisting selected clients with unmet basic needs.	1
3	4. Demonstrate effective communication techniques to establish therapeutic nurse-patient relationship.	4
2	5. Perform safe nursing procedures while using client care technology and health care information systems.	5
3	6. Apply concepts and principles related to common nursing interventions.	3
3	7. Practice as an effective beginning team member in selected situations.	1

2	8. Understand the physiological, psychological, and sociological impact of nursing on diverse populations.	2

CORE VALUES

The Core Values are a set of principles that guide in creating educational programs and environments at Edison State. They include communication, ethics, critical thinking, human diversity, inquiry/respect for learning, and interpersonal skills/teamwork. The goals, objectives and activities in this course will introduce/reinforce these Core Values whenever appropriate.

TOPIC OUTLINE

1. Nursing Practice
2. Health Care Systems
3. Professional Nursing
4. Clinical Decision-Making
5. Foundational Concepts of Nursing Practice
6. Psychosocial Concepts for Nursing Practice
7. Physiological Concepts for Nursing Practice
8. Medication Administration

SYLLABUS
PART II
EDISON STATE COMMUNITY COLLEGE
6 CREDIT HOURS

Program Student Learning Outcomes (PSLO) and Course Student Learning Outcomes (CSLO)

PSLO 1 Practice as a healthcare team member within the scope of practice established by the Nurse Practice Act.	
CSLO 2	▪ Understand the concepts of health, the health care team, health care agencies, the role of the practical nurse, and legal aspects of nursing.
CSLO 3	▪ Understand the nursing process in assisting selected clients with unmet basic needs.
CSLO 7	▪ Practice as an effective beginning team member in selected situations.
PSLO 2 Apply clinical judgment in providing safe, holistic care to diverse populations.	
CSLO 1	▪ Use the nursing process, the five rights, dosage calculation, and infection control guidelines to safely prepare and administer medication.
CSLO 8	▪ Understand the physiological, psychological, and sociological impact of nursing on diverse populations.
PSLO 3 Demonstrate the latest research findings and evidence-based guidelines for practical nursing situations.	
CSLO 6	▪ Apply concepts and principles related to common nursing interventions.
PSLO 4 Utilize effective communication and teamwork skills to collaborate with other healthcare professionals.	
CSLO 4	▪ Demonstrate effective communication techniques to establish therapeutic nurse-patient relationship.
PSLO 5 Evaluate the effectiveness of technology in improving client safety and outcomes.	
CSLO 5	▪ Perform safe nursing procedures while using client care technology and health care information systems.

FACULTY CONTACT INFORMATION

Mr. Scott Zimmerman, RN, BS, MS, BSN
Bachelor of Science in Nursing from the University of Cincinnati, 2007
Instructor of Nursing
450 Washington Jackson Rd. Suite E
Eaton, OH 45320
Call/fax 937.778.7953
szimmerman@edisonohio.edu

POLICIES AND PROCEDURES

All policies and procedures outlined in the **Edison State Community College (ESCC) Student Handbook**, the **ESCC Practical Nursing Student Handbook**, and those specific to **NUR 100S** apply to this course. Students are responsible for being familiar with and adhering to all applicable policies.

MANDATORY PROGRAM REQUIREMENTS

The Nursing Program has mandatory Program Requirements (refer to the Practical Student Nurse Handbook) that must be completed **every semester** to enroll in or remain eligible for nursing courses. All requirements must remain **current throughout the program**, including during school breaks.

Failure to meet required deadlines or allowing documentation to lapse may result in ineligibility to begin the nursing program, removal from the current course, and/or inability to enroll in subsequent nursing courses.

Students are responsible for monitoring requirements and deadlines. The school is not responsible for notifying students of missing or expired documentation. Failure to submit required documentation by stated deadlines may result in the student being **dropped or withdrawn from the course**.

All required documentation must be scanned and emailed to: nursing@edisonohio.edu

- ***Week 1 of NUR 100****: Vaccination exemption documentation for all ESCC clinical partners must be submitted.*
- ***Fall Semester****: Annual influenza vaccination documentation is due by* ***October 31****, unless an approved religious or medical exemption is granted. Exemption request forms are due by* ***September 24****.*
- ***Spring Semester****: Annual influenza vaccination documentation is due at the same time as all other required documents.*

ATI, ACKNOWLEDGMENTS, AND DOCUMENTATION REQUIREMENTS

Any student who has not Purchased the ATI product, completed the Acknowledgments and Attestations, or submitted all required documentation by **Friday of Week 2** will be required to sign a withdrawal form. Failure to complete these requirements by **Monday of Week 3** will result in the student being **officially dropped from the course**.

ATTENDANCE AND COURSE EXPECTATIONS

Students are expected to meet all classroom, campus lab, and clinical outcomes and to actively participate in their learning. Course activities are sequenced; absences may jeopardize a student's ability to meet course outcomes.

Attendance and punctuality are critically important. Excessive absences or tardiness may result in dismissal from the Nursing Program.

CAMPUS LAB ATTENDANCE AND ALTERNATIVE ASSESSMENTS

Campus lab, simulation, and clinical hours are regulated by the **Ohio Board of Nursing**, and attendance is strictly monitored. Students missing any portion of a Campus Lab (including scheduled practice time and simulation) will be assigned an Alternative Assignment/Assessment to demonstrate learning outcomes.

- *Students arriving* ***5 minutes or more late****, or who are absent, will be assigned an* ***Alternative Assessment/Assignment (AAA)****.*
- *Tardiness or absences between 5 and 30 minutes are counted as a full 30 minutes.*

- *Completion of the AAA is required to successfully pass Campus Lab and progress in the course.*

Tardiness in Campus lab is not tolerated. Students are expected to be seated and ready at the start of lab. In the event of an emergency, students must notify the instructor as soon as possible, preferably prior to the start of lab.

Repeated occurrences of tardiness will result in counseling (verbal, email, or Teams) and/or initiation of **a Professional Behavior Contract** and may be reflected on the clinical evaluation with a first-time offense resulting in a **Critical Element**.

Unless otherwise specified, AAA must be submitted by **11:59 PM on the Monday following the missed lab**. If a lab is missed on Thursday, the AAA is typically due the following Monday (excluding on-campus practice hours). Completion and submission of the AAA is mandatory to progress in the course and successfully pass Campus Lab.

Needing to make up more than the equivalent of **one lab (7 hours)** without prior approval or appropriate documentation will result in **lab failure and a grade of "D" for the course**. Failure to submit an AAA by the designated deadline will result in the missed time being considered an **unexcused absence**.

An unexcused absence on a scheduled check-off day, or failure to submit an AAA by the due date, will result in **forfeiture of the student's first check-off attempt**.

CLINICAL ATTENDANCE

Students are assigned to a specific clinical day, site, and instructor for the duration of the course and are expected to attend all scheduled clinical experiences.
Absences are excused only for narrowly defined circumstances (e.g., illness, death, or family emergency) and require appropriate documentation.

- *Missed clinical time must be made up within **one week**, based on instructor availability*
- *Needing to make up more than **one clinical day** without prior approval will result in **clinical failure and a grade of "D"**.*
- *Clinical make-up opportunities are not guaranteed.*
  *Failure to complete all required clinical and lab experiences as directed will result in a grade of **"D" for the course**.*

PREGNANCY AND CLINICAL PARTICIPATION

Pregnant students should be aware that clinical settings may pose **potential risks to the fetus**. Students are strongly encouraged to discuss these risks with their healthcare provider. Students who are pregnant are expected to **notify full-time faculty and clinical instructor** so that clinical assignments can be made as appropriately as possible; however, notification does **not eliminate the possibility of exposure** to clinical risks. Participation in clinical experiences remains a program requirement.

ASSIGNMENTS, SUBMISSION AND COMMUNICATION

Students are responsible for knowing all assignment due dates and times, grading criteria, and submission instructions as outlined in the **Assignments and Submissions** section of the syllabus. Questions or requests for clarification must be directed to faculty **prior to the assignment deadline.**

All assignments, including ATI assignments, must be completed and submitted exactly as instructed to be eligible for credit. ATI assignments require the designated minimum score to earn points. Detailed instructions for completing and submitting ATI assignments are provided in the Assignments and Submissions section of the syllabus. **Late submissions or assignments** not

completed according to instructions **will not receive credit, and partial credit will not be awarded**. **Mandatory assignments must still be submitted, regardless of point eligibility**.

Students must ensure that all assignments are **fully and successfully uploaded** to the appropriate Dropbox in accordance with course requirements and verify that corresponding grades are accurately reflected in **Blackboard and ATI**. Technology issues are not an acceptable excuse for late or incomplete submissions.

All requests related to assignment or activity deadlines, including extensions, make-up work, or clarification, must be submitted via the student's **official ESCC email account.** Per ESCC policy, messages sent from personal email accounts will **not** be accepted or responded to. Students are responsible for maintaining access to their ESCC email throughout the semester.

TESTING POLICIES AND ACCOMMODATIONS

All unit exams, quizzes, and the final exam must be completed as scheduled. Changes to the testing schedule are permitted only in narrowly defined circumstances.

Students unable to attend a scheduled exam or quiz due to emergency must notify faculty **prior to class**. Failure to do so will result in a **20% score reduction** prior to grading.

Make-up exams must be completed as soon as possible and are scheduled solely at faculty discretion, based on faculty availability. Make-up exams may include alternative question formats. Students requesting testing accommodations must submit their **Self-Identification letter** no later than the **Thursday prior to a scheduled exam**.

Noncompliance with the **Testing Policy**, as outlined later in the syllabus, may result in a **20% score reduction** prior to grading.

TESTING YOUR FAITH ACT POLICY

Edison State Community College is committed to providing an environment respectful of students' beliefs. Students are permitted to be absent for up to 3 days each semester based on their faith, religion, or spiritual belief system with no academic penalty. Students must complete the Testing Your Faith Act Accommodations Form, https://www.edisonohio.edu/services-support/registration-records, located in "Forms" and provide a copy to their individual faculty within 14 days from the start of the course. The entire policy can be found in the student handbook at https://www.edisonohio.edu/services-support/student-resources.

ACADEMIC DISHONESTY AND PLAGIARISM

The faculty abides by the college policy on academic dishonesty and plagiarism as outlined in the ESCC student handbook.

SYLLABUS CHANGES

Changes in assignments, topics, order of lecture or lab presentation, test dates, evaluation methods, clinical requirements, and other course related changes may occur at the decision of the faculty. Changes of this nature will be announced to the class and posted as an addendum on Blackboard. It is the student's responsibility to check their Edison student e-mail and the Blackboard Announcement area for updates/notices.

FACULTY COMMUNICATION AND RESPONSE TIME

Blackboard (BB) Announcements and ESCC email must be checked daily (preferably several times a day). Important college information is sent to students via ESCC email. The instructor regularly posts reminders, course updates/information, and clarifications on BB Announcements. Students who email questions that were addressed in BB Announcements may not be answered.

All correspondence between instructors and students will be conducted via Edison State Email and should include both instructors if it is course related. Course message tools in Blackboard will not be used. Students may expect a response from faculty **within 24-48 hours Monday through Friday**.

Faculty are **not obligated**, nor should they be expected, to answer any student's email **between 5 PM – 9 AM Monday through Friday or on weekends**. Students should plan ahead and review assignments in advance to avoid having questions in the evening or on a weekend.

Faculty may wait until class or campus lab to answer non-emergent and non-private questions from students.

WEATHER CONDITIONS AND TRAVEL

The student must decide, based upon local weather and travel conditions, whether it is safe for travel to campus or a clinical site. The student must contact the instructors if he/she will be absent or late due to weather conditions. Students who own a smartphone are encouraged to download the free **Code Red** mobile app. ESCC delivers campus-wide safety and security alerts, including campus delays or closings, through the Code Red safety app.

If campus is on a **delay due to weather** conditions, class will begin as soon as campus is reopened.

SUPPORT SERVICES PROVIDED BY THE COLLEGE

ACCOMMODATIONS / ACCESSIBILITY AND DISABILITY SUPPORT SERVICES POLICY

Edison State Community College will make reasonable accommodations for students with documented disabilities. If you believe you may need an accommodation based on the impact of a disability, contact the instructor privately with your self-identification letter. If you do not have a self-identification letter, contact Accessibility and Disability Support Services by emailing accessibilitysupport@edisonohio.edu or by calling 937.381.1548. Accessibility and Disability Support Services is located on the Piqua Campus in Room 160. For additional information, visit the Accessibility and Disability Services page.

ADVISING SERVICES

Edison State's career pathway advisors are your partners in success. A career pathway advisor is the first advisor that you will meet with once you have made the decision to further your education. Together, you and your career pathway advisor will:

- *Identify the right academic major to set you on your desired career path.*
- *Identify the courses you'll need to accomplish your academic goals.*
- *Help you develop a student plan tailored to your lifestyle and work schedule. Prepare you to navigate your first semester at Edison State.*

You can find your career pathway advisor and faculty advisor information, including their email address, by logging into MyESCC and clicking on Student Planning. Go to Plan and Schedule and click on the Advising tab. You may also call 937-778-7850 to connect via phone call.

STUDENT WELLNESS

College is stressful! Feeling burnt out, anxious, frustrated? When challenges arise, it's helpful to have someone to talk to. We have partnerships established with many local mental health providers and can connect you with area resources.

Support Services Available

Edison State has built a network of health professionals to support students. With these partnerships, students who need support in areas such as:

- *Recovery and counseling referral*
- *Housing*

- *Food*
- *Physical well-being*

Information and Education
We also provide information and education on the topics of:

- *Alcohol and drug abuse and prevention*
- *Sexual assault prevention and awareness*
- *Building healthy relationships*
- *Inclusion and belonging*
- *Survivor support*
- *Self-care*
- *Anti-hazing*

Getting Help
If you are struggling and need to speak with someone in person, please reach out to the Dean of Student Affairs, at 937-778-7895, Room 160 (stop at the front desk).

Emergency Resources
If this is a medical emergency, please call 911. If this is a mental health emergency, please call 988.

BOOKSTORE SERVICES

The Edison State Bookstore at https://edisonohio.ecampus.com/ is here for all your educational supplies including textbooks, access codes, technology, and more!

CAREER AND JOB SERVICES

Our Career and Job Services advisors are dedicated to helping students and alumni advance their professional development as they make career decisions, develop job search strategies, pursue experiential opportunities and secure employment. Career and Job Services also provide career assessments, career information, resume and cover letter help, job postings and resources, tips for interviewing and more. Visit https://www.edisonohio.edu/Career-and-Job-Services/ for more information.

COMPUTERS

If you are working on campus, computers with internet access are available in the internet café. The Library and Tutoring Center have computers and printers available for your use.

LIBRARY SERVICES

The Edison State library is not only a comfortable place to study, but we also have an expansive collection of online resources available to help you with your research. Check out the library webpage here: https://www.edisonohio.edu/Library/. Libguides and short instructional videos are available to help you use these resources and can be found at: https://libguides.edisonohio.edu/. Please contact the library staff with any library questions you may have at library@edisonohio.edu, 937-778-7950, or stop in!

MENTAL HEALTH SERVICES

College is stressful! Feeling burned out, anxious, frustrated? When challenges arise that you need help dealing with, it's helpful to have someone to talk to. We have a website, a chatbot named Tess, and live phone calls to a licensed mental health counselor available. More information can be found on the Edison State website.

TECHNICAL SUPPORT SERVICES

For Blackboard Assignment issues, the instructor should be the first point of contact. For Log-in or other technology issues, there are several steps you can follow if you have issues logging in to Blackboard or Microsoft Office 365.

During business hours:

1. *Password reset: Log onto office.com with your Edison email and follow the "forgot password" prompts.*
2. *Reach out for help during regular business hours (Monday-Thursday, 9 AM - 5 PM or Friday 9 AM - 4 PM)*
   a. *email to support@edisonohio.edu*
   b. *call 937-778-8600 and ask for IT Help Desk*

After hours:

1. *Password reset: Log onto office.com with your Edison email and follow the "forgot password" prompts · Go to www.edisonohio.edu into the Resources tab and click "IT Help Desk" then click "Chat".*
2. *Call 937-778-7957 and talk to the off-campus Blackboard company to get help .*

USE OF AI (ARTIFICIAL INTELLIGENCE)

You must be the author of all coursework. You may use AI in some minor or non-substantive ways. The use of generative AI tools (such as ChatGPT) is permitted in this course for the following activities:

- *Brainstorming and refining your ideas*
- *Drafting an outline to organize your thoughts*
- *Checking grammar and style*

The use of AI tools is not permitted in this course for the following activities:

- *Writing a draft of an assignment*
- *Writing entire sentences, paragraphs, or papers to complete class assignments*

To stay in compliance with college policies on academic honesty, your use of AI tools must be properly documented and cited. Any assignment that is found to have used generative AI in unauthorized ways will be reported as academic misconduct. If in doubt about permitted usage, please ask for clarification.

TITLE IX STATEMENT

Anti-Discrimination, Harassment and Bullying

It is the policy of the College to maintain a learning environment free from bullying, discrimination, sexual harassment or sexual violence. Title IX federal law protects students, employees and third parties with a relationship to the college.

All Edison State Community College employees are required to report all knowledge of incidents that violate the Title IX policy to the Title IX Coordinator or Deputy Title IX Coordinator immediately. Student and employee confidential consultation is available through the Coordinator of Health and Wellness Services.

Title IX Policy and procedure language as well as contact information for the Coordinator of Health and Wellness, Title IX Coordinator and Deputy Title IX Coordinator can be found at www.edisonohio.edu/TitleIX/.

TUTORING SERVICES

All Edison State students are eligible to receive free tutoring and learning support services through our Tutoring Center. Available services include Edison State tutors, both online and in-person, covering a wide variety of courses including various levels of math and paper reviews, online tutoring through OhioLINK eTutoring, distraction-reduced study rooms, and the use of eTutoring, distraction-reduced study rooms, and the use of Tutoring Center resources including subject-specific and general study guides. For more information on tutoring

services, visit the Tutoring Center in the Library, email us at tutoringcenter@edisonohio.edu, call 937-778-7959, or visit our webpage at https://www.edisonohio.edu/tutoring-center/

ADDITIONAL SUPPORT SERVICES

For additional help, please click the ASSIST tab on Blackboard or the Edison State Student Resources folder within your course.

STUDENT RESOURCE CENTER AND PANTRY

Edison State Community College is proud to assist students needing help to obtain basic necessities. The Student Resource Center and Pantry is stocked with all kinds of grab-and-go snacks, meal supplies, toiletries, household needs, and community resources. Stop by and check out our centers in Room 163 at Piqua, in the student lounge at Troy, in the Brooke-Gould Learning Resource Center at Eaton, and in Room 121 at Greenville. If you need additional assistance, please reach out at ResourceCenter@edisonohio.edu or stop in and talk to someone in room 160 in Piqua.

If you are struggling and need to speak with someone in person, please reach out to Student Affairs at 937.778.8600. If the event is a medical emergency, please call 911. If this is a mental health emergency, please call 988.

Please note that the Charger Station Food Pantry has been relocated to Room 060 (next to the cafeteria).

ACADEMIC ALERTS AND STUDENT ADVISING

Students whose overall course average falls below **78%** will receive an Academic Alert. Students are strongly encouraged to meet with their NUR 100S advisor and/or the nursing tutor to review study strategies, test-taking skills, and other factors that may be affecting academic progress.

NURSING TUTOR

The nursing tutor, **Scott Zimmerman**, is available **by appointment only**. Students in need of tutoring support should contact Mr. Zimmerman directly to schedule an appointment at **szimmerman@edisonohio.edu**

The nursing tutor, **Kerry Dowling**, is available **by appointment only**. Students in need of tutoring support should contact Ms. Dowling directly to schedule an appointment at **kdowling@edisonohio.edu**

COURSE WITHDRAWAL

Students considering withdrawal from the course must meet with an academic advisor (a NUR 100S faculty member) to review the withdrawal process, discuss available options, and obtain a signed withdrawal form. It is the student's responsibility to follow the academic calendar for the semester and to be aware of the **Last Day to Withdraw** as published on the ESCC website Calendar to receive a "W" on their transcript.

A meeting with the academic advisor must be scheduled **no later than Thursday prior to the last withdrawal date** (Monday of Week 11) to ensure adequate faculty availability

REQUIRED COURSE RESOURCES

1. *ATI Nursing Education (2025). ISBN 13: 8780000190797*
2. *NUR 100S Skills Kit (includes blood pressure cuff) or NUR 100S Repeater Skills Kit if retaking the course.*
3. *Nurses' Handbook of Health Assessment (2021). ISBN 13: 9781975161248*
4. *Saunders Comprehensive Review for the NCLEX-PN Examination (w/ Evolve Resources for Saunders Comprehensive Review for the NCLEX-PN Examination) (2024). ISBN 13: 9780443112874*
5. *Stethoscope - must be a Littmann Classic II or Classic III (or better). Any color permitted.*
6. *Scrubs as described in Student Handbook and course materials*

ATI

ATI is a comprehensive and adaptive learning system that focuses on the fundamentals of becoming a nurse and the essential skills needed to pass the NCLEX® using tutorials, case studies, quiz banks and intuitive assessments.

ATI TECHNICAL SUPPORT

- *Monday thru Friday, 7 AM – 10 PM*
- *1.800.667.7531*
- *Chat is also available*

METHODS OF TEACHING

This course includes a variety of learning activities and assessments designed to help students achieve the course outcomes. Students are expected to engage in self-directed learning through assigned readings and online coursework. Although class and campus lab meet weekly, significant preparation and follow-up work is required outside of face-to-face sessions.

In-class and campus lab activities are designed to build the nursing knowledge, skills, and attitudes necessary to provide safe, effective patient care. Students are responsible for completing assigned readings and identifying areas requiring additional study or review.

Teaching and learning strategies used throughout the semester may include lecture, discussion, demonstration, simulation, role-playing, team-based learning, case studies, and computer-assisted instruction. Instruction is supported through assigned readings, Weekly Student Learning Outcomes (WSLO), PowerPoint presentations, videos, audio-visual resources, dosage calculation practice, concept mapping, medication profiles, and skills demonstration with return practice in the campus lab. Students collaborate with peers and faculty to support shared learning and assessment

LECTURE MATERIALS AVAILABILITY

PowerPoint slides and other lecture materials typically are available several days to weeks in advance but no later than the morning of the scheduled lecture. Students are encouraged to review the materials prior to class when possible; however, please note that final versions may be posted shortly before the lecture to ensure the most accurate and up-to-date content.

**** Video recordings or photographs of lecture or lab presentations are not permitted. ****

FACULTY, CLINICAL SITES, AND COURSE CONTACTS

FACULTY*

Mr. Scott Zimmerman, RN, BS, MS, BSN Instructor of Nursing		
*Office: Monday 0800 to 0900 1100 to 1300 Tuesday 0800 to 0900 1400 to 1500 Thursday 0800 to 0900	Office Phone: 937.778.7953	Email: szimmerman@edisonohio.edu

*Office hours are subject to change and updates are posted under *Meet the Faculty* on Blackboard. Due to limited availability before and after class or campus lab, students are encouraged to email in advance to schedule an appointment.

ADJUNCT FACULTY

Ahlam Boland, RN	Email: apartee@edisonohio.edu
Edison State Associate of Applied Science in Registered Nursing, 2022	

Amanda Noble, RN	Email: amandarn7979@yahoo.com
Kent State University Associate of Applied Science in Nursing ADN, 2004	

GUEST PRESENTERS

Meme Gillum, ESCC Librarian

COLLEGE CONTACT INFORMATION

EDISON STATE COMMUNITY COLLEGE
Eaton Campus: 450 Washington Jackson Rd; Eaton, OH 45320
Piqua Campus: 1973 Edison Dr., Piqua, OH 45356
Phone: 937.778.8600 follow prompts for Eaton Campus

CLINICAL SITE ADDRESSES and PHONE NUMBERS

Brethren Retirement Community, 750 Chestnut St. Greenville, OH 45331	Ph: 937.547.8000

EVALUATION METHODS AND GRADING

NUR 100S consists of three components: classroom, campus lab, and clinical. Students must earn a satisfactory grade in **each component** to successfully complete the course.

A satisfactory grade in the classroom component is indicated by a **letter grade**, with a grade of **"C" or higher** considered passing (see *GRADING* below). Satisfactory performance in the campus lab and clinical components is designated as **"S"**. Campus lab and clinical grades are not reported separately but are incorporated into the overall course grade.

Not meeting the objectives for the campus lab or clinical components will result in a **letter grade of "D" for the course**, regardless of the classroom grade.

EVALUATION METHOD	POINT VALUES	SATISFACTORY / UNSATISFACTORY COMPLETION of the BELOW ITEMS is **MANDATORY**. They are NOT OPTIONAL and they MUST achieve a "SATISFACTORY" to progress in, and successfully complete, the course regardless of point value or awarded points.
Test 1	140	
Test 2	140	
Test 3	140	
Test 4	140	
Lab Skills Test	60	
Final Exam	200	**Class** • *Acknowledgments and Attestations* **Campus Lab** • *Skills Check Offs* o *Vital Signs* o *Physical Assessment* o *Medication Administration: PO, Injections, SubQ* o *Sterile Dressing Change* o *Nasogastric Tube* o *Tracheostomy Tube* o *Urinary Catheterization* • *Nursing Process Paper* • *Simulation* o *Simulation Prep* o *Mandatory participation in Simulation Experience* **Clinical** • *All clinical orientation requirements per facility* • *Weekly Clinical Packets* • *Medication Administration Check Off at clinical site* • *Clinical Evaluation*
APA Paper	5	
ATI Engage Fundamentals Module Quizzes (40 x 3 points each)	120	
ATI Achieve Modules (4 x 1 pt each)	4	
Skills Check-Off Points (7 x 2 pts each)	14	
Nursing Process Paper *[mandatory]*	10	
ATI Dosage Calculations and Safe Medication Administration 4.0 Module (Safe Medication Administration) (1 module x 3 pts)	3	
Weekly Clinical Packets (4 x 5 pts each) *[mandatory]*	20	
Simulation Prep Assignment *[mandatory]*	4	
Total	**1000**	

GRADING

Grades for quizzes, unit tests, and the final exam are recorded to the **tenth of a point**. The **Weekly Student Learning Outcomes (WSLO)** outline course content and serve as the basis for all testing whether a particular outcome is discussed in class**.**

The **final course point total** is rounded to the nearest whole number; no other rounding will be applied. A minimum of **779.5 points** is required to pass NUR 100S (rounded to **780 points / 78%**). Course grade cutoffs are outlined in the grading table below.

EDISON STATE COMMUNITY COLLEGE NURSING PROGRAM FINAL GRADE STANDARD			
GRADE	PERCENTAGE	COURSE CUT OFF POINTS	GPA POINTS
A	93 – 100%	929.5	4.0
B	85 – 92%	849.5	3.0
C	**78** – 84%	779.5	2.0
D	70 – 77%	699.5	1.0
F	69% or below	699.4 or below	0.0

INPUTTING GRADES INTO BLACKBOARD

Grades for assignments, activities, and quizzes requiring manual entry into Blackboard will be posted **within one week of the submission deadline** except for the Nursing Process Paper Tests will be completed using ATI's LockDown Browser. After the test is graded in ATI, faculty will manually enter scores into the Blackboard Gradebook by multiplying the earned ATI test score by 2 to calculate points. This will be done once all test grades have been finalized, as outlined below.

FINALIZATION OF TEST GRADES

Points awarded on assessments are final and will not be open to negotiation. Frequently missed questions **may** be reviewed during class at the instructor's discretion. Emails regarding individual test questions will not be addressed. Final exam reviews are available **by appointment only** and are limited to students who did not successfully complete the course. Test results will be finalized within **7 days** of the exam date.

CAMPUS LAB AND CLINICAL EVALUATION

Campus lab refers to laboratory sessions held on campus. Clinical refers to clinical experiences completed in approved community healthcare agencies. Successful completion of the campus lab and clinical components requires demonstration of the nursing process, including:

- *Assessment*
- *Nursing diagnosis*
- *Plan of care development*
- *Intervention*
- *Evaluation*

Students must satisfactorily complete the following to meet campus lab and clinical requirements:

- *Nursing Process Papers (NPP)*
- *Clinical Experiences and Assignments*
- *Simulation Experiences*
- *Safe and competent performance of nursing skills according to skill check-off criteria (available on Blackboard)*
- *Effective communication with instructors, clients, healthcare team members, peers*

ALTERNATIVE ASSIGNMENTS / ASSESSMENTS (AAA)

Lab hours are regulated by the Ohio Board of Nursing, and attendance is strictly monitored, including tardiness. Students missing any portion of a Campus Lab (including scheduled practice time and simulation) will be assigned an Alternative Assignment/Assessment to demonstrate learning outcomes. See the *Policy and Procedures* section of the syllabus for specific requirements related to AAA.

AAA may include, but are not limited to assigned videos, quizzes, recorded skills demonstrations, case studies, on-campus skills practice, and various written assignments. **On-campus skills practice** hours must be completed by the date and time designated by faculty.

WRITTEN SUBMISSION GUIDELINES

All written assignments must be **original**, clearly organized, and thoroughly proofread. Submissions should demonstrate logical flow and be free of spelling and grammatical errors. All papers must adhere to **APA formatting guidelines**. Numerous APA resources are available online and in the Blackboard course under START & END HERE > APA Formatting. Do *NOT* use Grammerly when checking your papers, as this will flag as plagiarism and use of AI when being evaluated by TURN-IT-In software.

Assignments must be submitted electronically using:

- *Standard 8½ x 11-inch format*

- *12-point font*
- *Double Spaced*
- *1-inch margins*

Assignments that do not meet these requirements will **be subject to reduced points**. Copyright protections apply to all materials posted in the NUR 100S Blackboard course site.

TESTING POLICY AND GUIDELINES

ELECTRONIC DEVICES

1. *When used to take the test, the college-issued computer (or student's personal computer) is the only electronic device that is permitted.*
2. *All other electronic devices (cell/mobile/smart phones, smart watches, MP3 players, fitness bands, jump drives, cameras, etc.) must be stored in the student's book bag/purse and are not permitted to be on the person during testing.*
3. *Students who refuse to store their cell/mobile/smart phones or other electronic devices will not be allowed to test.*

PERSONAL ITEMS

All personal items must be stored.

1. *During the test, students are not allowed to access or have on themselves:*
   a. *study notes*
   b. *cell/mobile/smart phones, smart watches, MPS players, fitness bands, jump drives, cameras, or any other electronic device*
   c. *weapons of any kinds*
2. *The following items are not allowed to be worn/accessed during testing. These items must be removed and stored at the back or front of the room.*
   a. *Bags/purses/wallets/watches*
   b. *Coats/hats*
   c. *Food or drink, gum/candy*
   d. *Lip balm*
   e. *Scarves/gloves*

TEST CONFIDENTIALITY

1. *Student disclosure of test items before, during, or after the examination is prohibited and may result in disciplinary action.*
2. *Students are NOT to write down test questions or answers to any test question.*
3. *No student is allowed to remove test items and/or responses (in any format) or notes about the examination from the testing room.*
4. *The instructor shall use all measures possible to provide for test security.*
5. *No student shall be allowed to review his/her individual test using a personal phone, using a personal computer, or in an unsupervised setting.*
6. *All test reviews must be facilitated by an instructor and with an instructor present.*

TESTING ROOM POLICY

1. *The instructor will provide the students with blank scratch paper as needed which must be returned to the instructor once testing is complete*
2. *The dropdown calculator on the computer or a simple calculator that is issued by the instructor may be used, as needed for calculations.*

3. *Writing on any other materials other than the scratch paper is strictly prohibited.*
4. *If a student experiences hardware or software problems during the test, the student will be instructed to raise his/her hand immediately to notify the room proctor.*
    a. *It is at the discretion of the room proctor as to actions that may be taken. The student may be asked to resume the test on another computer or in a different location.*
    b. *If the problem occurred while the student was answering a question on the test, the student will be instructed to write down the number of the question and the answer(s) the student chose on the scratch paper.*
    c. *After completion of the test, the instructor will review the written information and will enter the points manually as appropriate.*
    d. *For technical issues experienced while taking an online quiz, test, or assignment in an unsupervised setting (i.e., from home), the student must notify the instructor immediately after the issue occurs, describing the events that created the difficulty. It is at the instructor's discretion as to actions taken in the event of technical issues.*
5. *Earplugs that are strictly used to reduce noise are permitted during the test. Earphones that allow access to music, social media, cell phones, etc. are prohibited.*

BREAK PROCEDURE

1. *To exit the testing room for any reason, the student shall be instructed to raise his/her hand and wait to be escorted out of the testing room.*
2. *Students may not leave the testing room during a test without permission from the room proctor. Leaving the room without permission constitutes completion of the exam.*

STUDENTS ARRIVING LATE FOR THE TEST

1. *If a student notifies the instructor that he/she will be late for a test (before the test begins), it is at the instructor's discretion to adjust the completion time for the student.*
2. *If a student arrives late for a test and does not alert the instructor ahead of time of the tardiness, the instructor may choose to allow the student to begin upon arrival without granting an extension of the time.*
3. *If a student arrives late and the tardiness causes disruption and/or significant distraction, the instructor may choose to reschedule the student to take the test later.*
4. *Late arrivals may constitute not being able to participate in the Group Test Review and forfeiture of the associated bonus points (if applicable).*

ABSENCE

1. *If an emergency or illness prevents a student from taking a test at the scheduled time, the student is responsible for notifying the instructors* ***prior to the start of the test*** *(see syllabus Policies and Procedures).*
2. *If a student fails to contact an instructor prior to the start of the test, the student will receive a 20% reduction in the test score.*
3. *The student must take the make-up test on the date that has been established by the instructor, preferably before or on the date that the student returns to campus for class.*
4. *The instructor reserves the right to create a make-up test that is in a different format (i.e., essay) and/or that contains different types of questions than the test that was administered to the rest of the class. The make-up test must be at the same level of difficulty.*
5. *After a make-up date and time have been established, a student may not reschedule the make-up test with the library Testing Services department without authorization from the instructor. Any student that takes the make-up test without the instructor's authorization will receive a 20% reduction in the test score. Additional penalties may be determined by the instructor.*

TESTING CENTER

1. *Students who are scheduled to take their tests through Testing Services in the library are responsible for contacting the department to schedule the testing dates and times.*
2. *The students must bring their student identification to the Testing Center when taking a test.*
3. *Students with accommodations shall collaborate with the instructors to schedule their tests to coincide with the test dates and times that are listed on the course schedule.*

WHEN THE TEST IS FINISHED

1. *Upon completion of the test, it is recommended that each student remains at the testing area (table, desk, etc.) until the entire class has completed the test.*
2. *However, at the instructors' discretion, the student may be allowed to leave the room upon completion of a test. The instructor shall reinforce the importance of minimizing noise and distractions.*

TESTING GUIDELINES

All unit Tests will be taken using ATI's lockdown browser.

The total time allotted for taking each test/exam is listed on the Course Schedule. The questions will mostly be multiple choice. Alternate format question methods will be included in each of the tests/exam. Different formats may include, but are not limited to, fill-in-the-blank, select all that apply, ranking order, hotspots, etc. Test questions/answers will come from your course materials, not the internet.

Testing Policies: ALL books, personal belongings (including cell phones, smart watches, and food/drinks) must be removed from your testing area. You may not wear hats/caps, bulky coats, or jackets. This includes tests being taken at home using RLDB w/ RM.

Guidelines to follow when testing using RLDB and/or RM:

1. *Ensure you're in a location where you won't be interrupted. No one is allowed in the testing room with you including children and pets (plan to get a babysitter if needed).*
2. *These will be timed tests. When the time for the test is complete, your browser will stop and you will be required to Save & Submit at that time. Be sure to allot sufficient time to complete it.*
3. *Turn off all other devices (e.g. tablets, phones, second computers) and place them outside of your reach.*
4. *Remove all smartwatches/Apple watches and keep out of reach. When scanning your environment, include a scan of both wrists.*
5. *Clear your desk or workspace of all external materials not permitted - books, papers, other devices.*
6. *No reading aloud during the test.*
7. *Remain at your computer for the duration of the test. Plan ahead. Do not leave your chair to use the bathroom or receive refreshments. Sit still while testing, sudden movements such as bending over, twisting, standing to stretch will "flag" your test behavior for your instructors to view.*
8. *Do not have anything to eat or drink at the testing area.*
9. *Dress appropriately. Remove coats, jackets, hoodies and keep them off while testing. Your instructors will be auditing individual testing sessions and any student session that is "flagged" for potential improper behavior.*
10. *Do not have the TV on or any other entertainment device.*
11. *If the computer, Wi-Fi, or location is different from what was used previously with the "Webcam Check" and "System & Network Check" in RLDB, run the checks again prior to the exam.*
12. *To produce a good webcam video, do the following:*
    a. *Avoid wearing baseball caps or hats with brims*
    b. *Ensure your computer or device is on a firm surface (a desk or table). Do NOT have the computer on your lap, a bed, or other surface where the device (or you) is likely to move*
    c. *If using a built-in webcam, avoid readjusting the tilt of the screen after the webcam setup is complete*
    d. *Take the exam in a well-lit room, but avoid backlighting (such as sitting with your back to a window)*

13. *Remember that RLDB will prevent you from accessing other websites or applications; you will be unable to exit the test until all questions are completed and submitted*
14. *Note: You won't be able to access tests with a standard web browser. If this is tried, an error message will indicate that the test requires the use of RLDB ser. Simply start RLDB and navigate back to the exam to continue.*

CAMPUS LAB STUDENT LEARNING OUTCOMES

Campus Lab Student Learning Outcomes (CLSLO) are aligned with CSLO.

CLSLO		CSLO
1	Demonstrates proper technique for handwashing, donning Personal Protective Equipment (PPE), and donning sterile gloves.	1, 5, 6
2	Demonstrates the psychomotor skills for vital signs.	3, 5, 6
3	Demonstrates the psychomotor skills for a urinary catheterization.	3, 5, 6
4	Demonstrates the psychomotor skills for intramuscular injection (Ventrogluteal, Deltoid, or Vastus Lateralis).	1, 5, 6
5	Demonstrates the psychomotor skills for medication administration.	1, 3, 5, 6
6	Demonstrate the psychomotor skills for physical assessment of the adult client with a focus on normal findings.	3, 4, 6, 8
7	Demonstrates the psychomotor skills for a sterile dressing change.	3, 5, 6

SKILLS REQUIRING DEMONSTRATED PROFICIENCY

- *Vital Signs*
- *Medication Administration (PO, Injections, SubQ)*
- *Physical Assessment*
- *Urinary Catheterization*
- *Sterile Dressing Change*

CLINICAL STUDENT LEARNING OUTCOMES

Clinical Student Learning Outcomes (ClinSLO) are aligned with CSLO.

ClinSLO		CSLO
1	Demonstrates professional standards in nursing practice	2, 4, 7, 8
2	Uses clinical judgement to safely apply the nursing process	1, 3, 5, 6
3	Demonstrates safe medication administration.	1, 5, 6
4	Demonstrates safe performance of selected nursing skills.	3, 5, 6, 7

SKILLS REQUIRING DEMONSTRATED PROFICIENCY

- *Vital Signs*
- *Medication Administration (PO, Injections, SubQ)*
- *Physical Assessment*

SKILLS PRACTICE, EVALUATION (CHECKOFFS), AND REMEDIATION

The nursing program prepares students to function within the Practical Nurse role, including recognizing appropriate delegation to other care providers. Skill mastery includes the ability to observe, perform, and teach each skill.

LAB PREPARATION AND ATTENDANCE

Students must arrive at campus lab prepared and in proper uniform (see lab checkoff list and ASN Student Nurse Handbook). Students who are unprepared may be dismissed from campus lab and marked absent for the day. This will count as an unexcused absence. Two unexcused lab absences will result in a "D" in the lab portion and an unsatisfactory course outcome (see *Policy and Procedures*).

SKILLS PRACTICE

Each skill is taught and evaluated using a standardized skill checkoff form, available on Blackboard. Criteria are reviewed when the skill is introduced. Faculty will demonstrate skills through video and/or hands-on instruction.

Students are expected to:

- *Practice skills during scheduled lab time*
- *Ask questions while faculty are present*
- *Independently practice using assigned resources*

Faculty will not reteach skills outside of scheduled lab time. Students should use textbooks, eBooks, and Blackboard resources for review as needed.

SKILL EVALUATION (CHECKOFFS)

Skills checkoffs occur in the campus lab. Students must achieve a **satisfactory (pass)** rating to meet clinical/lab course outcomes. Each skill includes **two attempts maximum**.

- *A failed first attempt requires remediation and independent practice before reattempting*
- *Faculty may stop an attempt at any point if safe performance is compromised*
- *The second (final) attempt must be completed in full and be satisfactory*

Failure to demonstrate safe psychomotor coordination or competency on the second attempt will result in **unsuccessful course completion**. An unexcused absence on a scheduled checkoff day results in forfeiture of the **first attempt**.

SKILL REMEDIATION

After an unsuccessful first attempt, faculty will provide feedback. Students must independently review and practice the skill prior to the second attempt. The second attempt must be successful to progress.

UNSUCCESSFUL SKILLS CHECKOFF ON SECOND ATTEMPT

Students who do not pass a skill checkoff on the second attempt:

- *May not attend clinical*
- *May not complete additional lab checkoffs*
- *May choose to withdraw or remain engaged in class and lab activities (excluding checkoffs)*

A **"D"** will be recorded as the course grade unless a lower grade is earned by the close of the semester.

REQUIRED SKILLS FOR CLINICAL PARTICIPATION

To attend clinical, students must successfully pass ALL the skills check offs in this course.

MEDICATION ADMINISTRATION IN THE CLINICAL SETTING
Students must successfully administer medications to an assigned client in the clinical setting. Students must arrive prepared with completed Medication Profile Sheets and be able to answer medication-related questions.

If unsuccessful on the first attempt, the student will meet with faculty for remediation and may attempt medication administration one additional time (if clinical census allows). Medication administration must be passed in campus lab and clinical to continue in the program.

PHYSCIAL ASSESSMENT IN THE CLINICAL SETTING
Students will complete weekly Physical Assessment Peer Checkoffs in the clinical setting, performing a complete head-to-toe assessment according to the approved checklist.

Faculty reserve the right to modify or substitute alternative lab or clinical activities as needed to meet course objectives.

NURSING PROCESS PAPER (NPP)

The Nursing Process Paper is completed with a **lab partner** or an alternate arrangement in extenuating circumstances. **Satisfactory completion is mandatory to pass the course**, regardless of points earned. Points earned will be determined by the NPP rubric.

- *Submissions are graded satisfactory/unsatisfactory*
- *A satisfactory first submission will result in full points*
- ***50% of points** will be awarded if satisfactory on the second submission*
- *A third and final submission may be required to meet the mandatory requirement; however, **no points will be awarded if this is needed.***
- *Failure to submit the paper or to achieve a **satisfactory rating by the third attempt** will result in a **"D" for the course.***
- *It will be graded based on the rubric found on the NPP Template.*

This assignment is treated as a **clinical document** and legal health record. Any falsification of documentation will result in a **zero** and may lead to further academic integrity action.

SIMULATION EXPERIENCE

Simulation experiences are considered a component of the **Campus Lab**; therefore, **all associated Campus Lab policies apply**.

OUTCOME
Students will apply classroom, lab, and clinical knowledge in a simulated patient care experience as part of required campus lab hours.

GUIDELINES
Simulation is treated as a **real clinical experience**, and all professional standards apply, including HIPAA, professional behavior, and universal precautions. Students will receive assigned simulation times and must complete the required simulation preparation in advance.

CLINICAL GRADING TOOLS

Below you will find the clinical grading sheets and critical element document.

CRITICAL ELEMENT

Course_____ Semester_____

Issued on _____ to _____
(date) (student)

Critical elements are those aspects of nursing care which affect the safety of the client's biophysical, psychosocial, and/or spiritual well-being. These elements must be adapted for clients who are in a variety of clinical settings. Any action or inaction which does not meet established standards of care, thus seriously threatening the client's well-being, is a failure to provide safe nursing care.

An infraction of the critical elements occurred in the area(s) indicated below.

	Maintain client confidentiality and privacy.
	Practice in a manner consistent with a code of ethics for registered nurses.
	Recognize limitations of self/others and seek assistance.
	Intervene as appropriate for unsafe care.
	Provide care within the legal scope of practice.
	Act in the role of client advocate.
	Report concerns about the client.
	Provide report on assigned client(s).
	Protect a client from injury.
	Facilitate appropriate and safe use of equipment.
	Apply principles of infection control.
	Properly use patient identifiers when providing care.
	Report an error/event/occurrence.
	Use clinical decision-making/critical thinking in a situation related to a security threat.
	Follow requirements for use of restraints and/or safety devices.
	Identify a client in crisis or a life-threatening situation.
	Act in a professional manner.
	Monitor a client to prevent potential or actual injury.
	Prepare and administer medication(s), using the "Rights" of medication administration.
	Review pertinent data prior to medication administration.
	Reassess a client following intervention (e.g., following a PRN medication).
	Accurately document care that was delivered.
	Perform calculations needed for safe medication administration.
	Follow policy and procedure of the institution/agency.
	Other:

See Reverse Side

Summary of incident:

_____ See additional documentation.

Student response/comments:

Critical Elements – Students are responsible for knowing and successfully performing the critical elements specific to each clinical course. In the event of an infraction of any one critical element, the student will be counseled about the behavior, and the incident will be documented. Repeating the same infraction will result in the student failing the clinical experience. In the event of THREE (3) infractions of unrelated critical elements, the student will fail the clinical experience.

Risk Management – A copy of the infractions of critical elements will be held in the nursing office. Students who demonstrate a pattern of critical element infractions from course to course will be counseled by the faculty and/or the director. A contractual agreement for student improvement will be developed. Continuation of the pattern of unsafe care can result in dismissal from the program.

Clinical Instructor
Signature_____Date_____

Student Signature_____Date_____

CLINICAL EVALUATION TOOL - FINAL and WEEKLY PROGRESS

Student Name_____ Semester _____

EDISON STATE COMMUNITY COLLEGE
PRACTICAL NURSING PROGRAM - NUR 100S

A student is evaluated at the completion of the clinical experience by comparing performance/progress to Clinical Student Learning Outcomes (ClinSLO) aligned to Course Student Learning Outcomes (CSLO). CSLOs are specified in the course Syllabus.

A. *A satisfactory mark on the clinical evaluation tool can be obtained by receiving a "Met" on each stated ClinSLO criteria. Clinical failure occurs by receiving a rating of "Unmet" on one or more of the stated ClinSLO criteria.*
B. *Evaluation of each stated outcome criteria on the evaluation tool will be determined according to the following rating scale:*
   a. ***"Met"** indicates that the student performs safely with supportive cues from the instructor. **
   b. ***"Unmet"** indicates that the student requires directive cues from the instructor to perform safely. ***
C. *During the clinical experience the student is responsible for maintaining physical, psycho-socio-spiritual safety.*

** Supportive cues are defined as verbal and nonverbal interactions in which the instructor/preceptor provides encouragement and/or feedback to the student during clinical performance. The student responds correctly to questions, and the student utilizes appropriate rationale for actions taken during clinical performance.*

***Directive cues are defined as verbal and nonverbal interactions in which the instructor/preceptor must provide frequent direction and feedback to the student during clinical performance. These interactions require cues in order for the student to safely and effectively perform.*

FINAL CLINICAL EVALUATION

***Satisfactory** - All Clinical Student Learning Outcomes (ClinSLO) met.*

- ***Unsatisfactory**, due to:*
  - *Critical element(s), as attached.*
  - *Unmet ClinSLO(s).*

FACULTY SIGNATURE: **DATE:**

STUDENT SIGNATURE: **DATE:**

WEEKLY PROGRESS: **S – Satisfactory** **NI – Needs Improvement** **U - Unsatisfactory**

ClinSLO 1 Demonstrates professional standards in nursing practice.

☐ **MET** ☐ **UNMET ClinSLO 1 CRITERIA ON FINAL EVALUATION**

ClinSLO 1 CRITERIA

- Maintains professional appearance (hair, nails, shoes, cleanliness, & all uniform guidelines), professional behavior (character, demeanor, respect, & therapeutic communication), preparedness (supplies, equipment, clinical prep completed before clinical)
- Demonstrates punctuality (clinical arrival on-time, assignments submitted by due dates)
- Demonstrates importance of accurate, timely communication (ie. Promptly reports glucose results, abnormal findings, change in resident condition, etc. Participates in post-conference discussion.)
- Acts within professional standards including ethical and legal standards of nursing

Week 1	*S*	*NI*	*U*	
Week 2	*S*	*NI*	*U*	
Week 3	*S*	*NI*	*U*	
Week 4	*S*	*NI*	*U*	

ClinSLO 2 Uses clinical judgment to safely apply the nursing process.

☐ **MET** ☐ **UNMET ClinSLO 2 CRITERIA ON FINAL EVALUATION**

ClinSLO 2 CRITERIA

- *Obtains and accurately documents subjective and objective data*
- *Identifies nursing diagnoses appropriate to the needs of the client*
- *Identifies goals with patient and his/her surrogates to develop outcomes incorporating patient preferences and values*
- *Recommends evidence-based, individualized interventions to achieve outcomes*
- *Demonstrates psychomotor skills of a head-to-toe physical assessment*

Week 1	*S*	*NI*	*U*	
Week 2	*S*	*NI*	*U*	
Week 3	*S*	*NI*	*U*	
Week 4	*S*	*NI*	*U*	

Physical Assess. Check-off 1st attempt, Week #: _____	*S*	*U*	
If Unsatisfactory, repeat Physical Assessment check off is mandatory and is planned for clinical week # _____			
PA Check-off 2nd attempt (if needed)	*S*	*U*	

ClinSLO 3 Demonstrates safe medication administration.

☐ **MET** ☐ **UNMET ClinSLO 3 CRITERIA ON FINAL EVALUATION** ***ClinSLO 3 CRITERIA***

- Administers medication following the rights of medication administration (Med Admin)
- Demonstrates basic knowledge of select medication classifications, side-effects, and nursing implications prior to administration
- Obtains select nursing assessments prior to medication administration

Med Admin Check-off 1st attempt, Week #: _____	*S*	*U*	
If unsatisfactory, repeat Med Admin is mandatory and is planned for clinical week # _____			
Med Admin Check-off 2nd attempt, Week #: _____	*S*	*U*	

ClinSLO 4 Demonstrates safe performance of selected nursing skills.

☐ **MET** ☐ **UNMET ClinSLO 4 CRITERIA ON FINAL EVALUATION** ***ClinSLO 4 CRITERIA***

- Follows Universal Precautions
- Uses strategies to reduce reliance on memory (i.e. checklist)
- Provides personal hygienic care as needed (ie. Shower/bathing, AM Care, toileting, etc.)
- Meets standards of client safety as per course requirements

Week 1	*S*	*NI*	*U*	
Week 2	*S*	*NI*	*U*	
Week 3	*S*	*NI*	*U*	
Week 4	*S*	*NI*	*U*	

WEEKLY CLINICAL PACKETS

CRITERIA to receive points

- Submitted 3 days after assigned clinical day by 4 PM
- Tasks 1-4 completed in full Weeks 1-3.
- Tasks 1-5 complete in full Week 4.
- Students are responsible for viewing instructor feedback on Blackboard Ultra.

Week 1	*S*	*NI*	*U*	
Week 2	*S*	*NI*	*U*	
Week 3	*S*	*NI*	*U*	
Week 4	*S*	*NI*	*U*	

*** WEEKLY PROGRESS INSTRUCTOR and STUDENT SIGNATURES**

☐ I have reviewed, or will review, my clinical instructor's feedback in Blackboard, including all comments on this form.

Week 1 Student Signature _____ ***Date*** _____

☐ I have reviewed, or will review, my clinical instructor's feedback in Blackboard, including all comments on this form.

Week 2 Student Signature _____ ***Date*** _____

☐ I have reviewed, or will review, my clinical instructor's feedback in Blackboard, including all comments on this form.

Week 3 Student Signature _____ ***Date*** _____

☐ I have reviewed, or will review, my clinical instructor's feedback in Blackboard, including all comments on this form.

Week 4 Student Signature _____ ***Date*** _____

CRITICAL ELEMENT: 1 2 3 ***Critical Element form(s) completed and placed in student's permanent file.***
Remediation / Plan of Correction completed on _____ and reviewed on _____

* Counseling notes for any student at risk need to be attached to this form.

A satisfactory Physical Assessment and Medication Administration Check Off is required to satisfactorily pass clinical. Two attempts will be provided to achieve a satisfactory check off.

COMMENTS: _____

_____

_____

_____

_____

_____

Evaluation Methods and Weekly Schedule of Assignments

Week 1	Readings/Course Activities	Assignments	Due Dates	Points	Course Outcome
Class: **8/25** **0900-1400**	ATI Engage Fundamentals Modules: Nursing Foundations Scope and Standards of Practice	Complete Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Nursing Foundations Scope and Standards of Practice Complete Post Module Quiz with a 78% or higher on 1st attempt for the following modules: ATI Achieve Module: Classroom Skills ATI Achieve Module: Study Skills	Wednesday of Week 1 by 2359	3 pts for each ATI post module quiz 1 pt for each ATI Achieve Module	
Lab: **8/27** **0900-1500**	AM: ATI Engage Fundamentals Module: Vital Signs PM: ATI Engage Funds Module: Infection Control and Isolation	Complete Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Vital Signs Infection Control and Isolation	Wednesday of Week 1 by 2359	3 pts for each ATI post module quiz	
Week 2	**Readings**	**Assignments**	**Due Dates**	**Points**	**Course Outcome**
Class: **9/1** **0900-1400**	ATI Engage Fundamentals Modules: Clinical Judgment Process Priority Setting Frameworks	Complete Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Clinical Judgment Process Priority Setting Frameworks Complete Post Module Quiz with a 78% or higher on 1st attempt for the following module: ATI Achieve Module: Test Taking Skills	Monday of Week 2 by 2359	3 pts for each ATI post module quiz 1 pt for each ATI Achieve module quiz	
Lab: **9/3** **0900-1500**	AM: Physical Assessment of the Adult Client PM: Continued Physical Assessment of the Adult Client	No ATI Funds Modules assigned for this content	No Assignments Due	N/A	

Week 3	Readings	Assignments	Due Dates	Points	Course Outcome
Class: **9/8** **0900-1400**	ATI Engage Fundamentals Modules: Health Promotion, Wellness, and Disease Prevention Managing Client Care	Complete Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Health Promotion, Wellness, and Disease Prevention Managing Client Care	Monday of Week 3 by 2359	3 pts for each ATI post module quiz	
Lab: **9/10** **0900-1500**	**AM: Vital Signs Skills Check-Off** PM: ATI Engage Funds Module: Medication Administration (PO and Injections)	Complete Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Medication Administration ATI Dosage Calculations and Safe Medication Administration 4.0 Module: Safe Medication Administration	Wednesday of Week 3 by 2359	2 pts for each skills check off 3 pts for each ATI post module quiz	
Week 4	**Readings**	**Assignments**	**Due Dates**	**Points**	**Course Outcome**
Class: **9/15** **0900-1400**	**New Content Covered after Test 1** ATI Engage Fundamentals Modules: Health Care Delivery Health Policy	Test 1 (Content from all previously assigned modules and classrom and lab content) Complete Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Health Care Delivery Health Policy	Monday of Week 4 by 2359	Test 1: 140 pts total 3 pts for each ATI post module quiz	
Lab: **9/17** **0900-1500**	**AM: Physical Assessment Skills Check-Off** PM: ATI Engage Funds Module: Sterile Dressing	No new modules assigned this week.	No Assignments Due	2 pts for each skills check off	

Week 5	Readings	Assignments	Due Dates	Points	Course Outcome
Class: **9/22** **0900-1400**	ATI Engage Fundamentals Modules: Communication Documentation Informatics	Complete Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Communication Documentation Informatics	Monday of Week 5 by 2359	3 pts for each ATI post module quiz	
Lab: **9/24** **0900-1500**	**AM: PO and Injection Skills Check-Offs** PM: ATI Engage Funds Module: Elimination (NG Tubes)	Complete Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Elimination	Wednesday of Week 5 by 2359	2 pts for each skills check off 3 pts for each ATI post module quiz	
Week 6	**Readings**	**Assignments**	**Due Dates**	**Points**	**Course Outcome**
Class: **9/29** **0900-1400**	ATI Engage Fundamentals Modules: Ethical and Legal Evidence Based Practice Professionalism and Leadership	Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Ethical and Legal Evidence Based Practice Professionalism and Leadership	Monday of Week 6 by 2359	3 pts for each ATI post module quiz	
Lab: **10/1** **0900-1500**	**AM: Sterile Dressing Check-Off** PM: ATI Engage Funds Module: Oxygenation (Trach)	Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Oxygenation	Wednesday of Week 6 by 2359	2 pts for each skills check off 3 pts for each ATI post module quiz	

Week 7	Readings	Assignments	Due Dates	Points	Course Outcome
Class: **10/6** **0900-1400**	ATI Engage Fundamentals Modules: Collaboration and Teamwork Patient-Centered Care	Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Collaboration and Teamwork Patient-Centered Care	Monday of Week 7 by 2359	3 pts for each ATI post module quiz	
Lab: **10/8** **0900-1500**	**AM: NG Skills Check-Off** PM: ATI Engage Funds Module: Elimination (Urinary Catheters)	No new modules assigned this week.	No Assignments Due	2 pts for each skills check off	
Week 8	**Readings**	**Assignments**	**Due Dates**	**Points**	**Course Outcome**
Class: **10/13** **0900-1400**	**New Content Covered after Test 2** ATI Engage Fundamentals Modules: Safety Quality Improvement	Test 2 (Content from all previously assigned modules and classrom and lab content presented AFTER TEST 1) Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Safety Quality Improvement **APA Paper**	Monday of Week 8 by 2359	Test 2: 140 pts total 3 pts for each ATI post module quiz **APA Paper: 5 pts**	
Lab: **10/15** **0900-1500**	**AM: Trach Skills Check-Off** PM: ATI Engage Funds Module: Mobility	Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Mobility	Wednesday of Week 8 by 2359	2 pts for each skills check off 3 pts for each ATI post module quiz	

Week 9	Readings	Assignments	Due Dates	Points	Course Outcome
Class: **10/20** **0900-1400**	ATI Engage Fundamentals Modules: Complementary and Integrative Health Comfort, Rest and Sleep	Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Complementary and Integrative Health Comfort, Rest and Sleep	Monday of Week 9 by 2359	3 pts for each ATI post module quiz	
Lab: **10/22** **0900-1500**	**AM: Urinary Cath Skills Check-Off** PM: ATI Engage Funds Module: Hygiene	Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Hygiene Nursing Process Paper	Wednesday of Week 9 by 2359	2 pts for each skills check off 3 pts for each ATI post module quiz Nursing Process Paper: 10 pts	
Week 10	**Readings**	**Assignments**	**Due Dates**	**Points**	**Course Outcome**
Class: **10/27** **0900-1400**	ATI Engage Fundamentals Modules: Client Education Self-Concept End-Of-Life Care	Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Client Education Self-Concept End-Of-Life Care	Monday of Week 10 by 2359	3 pts for each ATI post module quiz	
Lab: **10/29** **0900-1500**	AM: ATI Engage Funds Module: Tissue Integrity PM: ATI Engage Funds Module: Nutrition	Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Tissue Integrity Nutrition	Wednesday of Week 10 by 2359	3 pts for each ATI post module quiz	

Week 11	Readings	Assignments	Due Dates	Points	Course Outcome
Class: **11/3** **0900-1400**	ATI Engage Fundamentals Modules: Fluid, Electrolytes, and Acid-Base	Lab Skills Content Test Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Fluid, Electrolytes, and Acid-Base ATI Achieve Module: Preparing for Clinical Experiences	Monday of Week 11 by 2359	Lab Skills Content Test: 60 pts 3 pts for each ATI post module quiz 1 pt for each ATI Achieve module quiz	
No Lab- Start of Clinical **Weekly Clinical Assigments**	No new readings	Weekly Clinical Packet	Packet is due 3 days following assigned clinical day by 2359	5 pts	
Week 12	**Readings**	**Assignments**	**Due Dates**	**Points**	**Course Outcome**
Class: **11/10** **0900-1400**	**New Content Covered after Test 3** ATI Engage Fundamentals Modules: Grief Stress and Coping	Test 3 (Content from all previously assigned modules and classrom and lab content presented AFTER TEST 2) Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Grief Stress and Coping	Monday of Week 12 by 2359	Test 3: 140 pts 3 pts for each ATI post module quiz	
Weekly Clinical Assignments	No new readings	Weekly Clinical Packet Nursing Process Paper (Submission 2)	Packet is due 3 days following assigned clinical day by 2359 NPP 2nd Submission Wednesday of Week 12 by 2359	5 pts	

Week 13	Readings	Assignments	Due Dates	Points	Course Outcome
Class: **11/17** **0900-1400**	ATI Engage Fundamentals Modules: Human Growth and Development Inclusion, Equity, and Diversity	Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Human Growth and Development Inclusion, Equity, and Diversity	Monday of Week 13 by 2359	3 pts for each ATI post module quiz	
Weekly Clinical Assignments	No new readings	Weekly Clinical Packet	Packet is due 3 days following assigned clinical day by 2359	5 pts	
Week 14	**Readings**	**Assignments**	**Due Dates**	**Points**	**Course Outcome**
Class: **11/24** **0900-1400**	ATI Engage Fundamentals Modules: Pain Sensory Perception	Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: Pain Sensory Perception	Monday of Week 14 by 2359	3 pts for each ATI post module quiz	
Weekly Clinical Assignments	No new readings	Weekly Clinical Packet	Packet is due 3 days following assigned clinical day by 2359	5 pts	
Week 15	**Readings**	**Assignments**	**Due Dates**	**Points**	**Course Outcome**
Class: **12/1** **0900-1400**	**New Content Covered after Test 4** ATI Engage Fundamentals Modules: The Surgical Client	Test 4 (Content from all previously assigned modules and classrom and lab content presented AFTER TEST 3) Complete the Post Module Quiz with a 78% or higher on 1st attempt for the following modules: The Surgical Client	Monday of Week 15 by 2359	Test 4: 140 pts 3 pts for each ATI post module quiz	
Lab: Simulation Day **12/3** **0900-1500**	No new readings	Simulation Prep Worksheet	Wednesday of Week 15 by 2359	4 pts	
Week 16	**Readings**	**Assignments**	**Due Dates**	**Points**	**Course Outcome**
Class: Final Exam 12/8 0900-1100	No new readings	Final Exam	No new assignments due	Final Exam: 200 pts	