



PNSG 2030/ Nursing Fundamentals

COURSE SYLLABUS

Fall Semester 2021 (202212)

Due to Covid 19, this syllabus is subject to change. If changes are made, students will be notified as soon as possible.

COURSE INFORMATION

Swainsboro Campus

Credit Hours/Minutes: 6/8250

Class Location: Swainsboro Campus, Building 8, Room 8103

Backup plan for class location: Live/Virtual Lecture: WebEx

Class Meets: Monday, Tuesday, and Wednesday: 0900-1200 & 1300-1600 from **08-16-2021 to 10-19-2021**

Course Reference Number (CRN): **20288**

INSTRUCTOR CONTACT INFORMATION

Swainsboro Campus

Instructor Name: Joanna W. Bell, BSN, RN

Email Address: [Joanna Bell jbell@southeasterntech.edu](mailto:jbell@southeasterntech.edu)

Campus/Office Location: Swainsboro Campus, Building 8 (Health Science Building), Office 8105

Office Hours: 0800-0900 & 1600-1800

Phone: 478-289-2200

Fax Number: 478-538-3106

Tutoring Hours: Please schedule an appointment.

SOUTHEASTERN TECHNICAL COLLEGE'S (STC) CATALOG AND STUDENT HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Student Handbook](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php) (<http://www.southeasterntech.edu/student-affairs/catalog-handbook.php>).

REQUIRED TEXT

1. Fundamentals of Nursing Care: Concepts, Connections, and Skills, 3rd Edition, FA Davis by Burton, Smith & Ludwig
2. Nursing Care Plans, 10th Edition, Doenges, Morehouse et al.
3. Davis's Nursing Skills **Videos** for LPN/LVN, 3rd Edition (This is not a book. This is a scratch-off card with a code that provides the student with access to skills videos through FA Davis website.)
4. Pharmacology Clear and Simple, 3rd Edition, F.A. Davis, Watkins
5. Understanding Medical Surgical Nursing, 6th Edition, FA Davis, Williams and Hopper
6. Safe Maternity and Pediatric Nursing Care, 2nd edition, FA Davis, Linnard-Palmer and Coats

7. Assessment Technologies Institute (**ATI**) books. (The instructor will issue ATI books to the student. The ATI book bundle is included in the purchase of ATI web service package.)
 - Learning Strategies: Your Guide to Classroom and Test-Taking Success
 - Fundamentals For Nursing, Edition 10 (Content Mastery Series)
 - Nutrition For Nursing, Edition 7 (Content Mastery Series)
 - PN (Practical Nursing) Pharmacology For Nursing, Edition 8 (Content Mastery Series)
 - PN Adult Medical Surgical Nursing, Edition 11 (Content Mastery Series)
 - PN Nursing Care Of Children, Edition 11 (Content Mastery Series)
 - PN Maternal Newborn Nursing, Edition 11 (Content Mastery Series)
 - PN Mental Health Nursing, Edition 11 (Content Mastery Series)
 - Nursing Leadership and Management, Edition 8 (Content Mastery Series)

8. Practical Nursing Program Skills Book (**No purchase necessary**. Instructor will provide to the student. This Skills book is used during PNSG 2030 and PNSG 2010.)

REQUIRED SOFTWARE

1. ATI Web Service Package
 - EHR (Electronic Health Record) Tutor is included in ATI purchase

REQUIRED SUPPLIES

2. Full Uniform (Purchased through Meridy's)
3. Watch with seconds displayed
4. Two Student Identification Badges that reflect Practical Nursing Program
5. Skills Packs (Purchased through Meridy's)
 - Skills Packs will include the following items, but not limited to:
 - Stethoscope
 - Blood pressure cuff
 - Pen Light
 - Scissors
6. Ear phones for any ATI assignments
7. Pens (blue or black ink)
8. Highlighters
9. 2 Three Ring Binders
10. Basic Calculator
11. Clinical Notebook
12. Laptop/personal computer
 - Suggested specifications include:**
 - Processor i5 or i7
 - Memory 8GB or higher
 - Hard drive 250GB or larger
 - DVD Drive either internal or external
13. Webcam with microphone
14. Internet Sped speed of 5 Mbps. (10 Mbps or more is recommended). Test your internet speed using www.speedtest.net.

Google Chrome and Firefox are the recommended browsers to use for Blackboard Collaborate.

Google Chrome is the recommended browser to use for WebEx.

Google Chrome is the recommended browser to use for ATI.

Note: Although students can use their smart phones and tablets **to access** their online course, discussions, exams, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor GVTC provide technical support for issues relating to the use of a smart phone or tablets. Students are advised to not rely on these devices to take an online course.

Students should not share login credentials with others and should change passwords periodically to maintain security.

COURSE DESCRIPTION

This course is an introduction to the nursing process. Topics include: nursing as a profession; ethics and law; client care which is defined as using the nursing process, using critical thinking, and providing client education and includes principles and skills of nursing practice, documentation, and an introduction to physical assessment; customer/client relationships; standard precautions; basic life support; infection control/blood; and basic emergency care/first aid and triage.

MAJOR COURSE COMPETENCIES

1. Nursing as a Profession
2. Ethics, Morals and Legal Implications
3. Infection Control/Blood-borne/Airborne Pathogens
4. Basic Emergency Care/First Aid and Triage
5. Basic Life Support
6. Client Care
7. Basic Computer Skills Related to Health Care

PREREQUISITE(S)

Program Admission

COURSE OUTLINE

	Nursing as a Profession	Learning Domain	Level of Learning
1	Discuss the history of nursing.	Cognitive	Comprehension
2	Cite nursing organizations, membership requirements, and benefits.	Cognitive	Comprehension
3	Explain the basic steps of the nursing process.	Cognitive	Comprehension
4	Develop the parameters of critical thinking as it applies to nursing practice.	Cognitive	Application
5	Describe the different levels of nursing.	Cognitive	Comprehension
6	Discuss employment opportunities for the practical nurse.	Cognitive	Comprehension
7	Understand the types of health care delivery services and agencies.	Cognitive	Comprehension
8	Describe the delivery systems of nursing care.	Cognitive	Comprehension
9	Describe the functions of members of the interdisciplinary health care team.	Cognitive	Comprehension

	Ethics, Morals and Legal Implications	Learning Domain	Level of Learning
1	Discuss the role of ethics in nursing practice.	Cognitive	Comprehension
2	Explain the role of ethics and accountability in nursing practice.	Cognitive	Comprehension
3	Determine the requirements for Georgia practical nursing licensure.	Cognitive	Application
4	Describe the sources for standards of care for nursing practice.	Cognitive	Comprehension
5	Describe the legal implication of negligence.	Cognitive	Knowledge
6	Discuss regulations and implications relative to the Health Insurance Portability and Accountability Act of 1996 (HIPAA.)	Cognitive	Comprehension
7	Discuss the procedures for organ procurement, advanced directives, consents, release, minors, etc.	Cognitive	Comprehension
8	Summarize the legal aspects of documentation.	Cognitive	Comprehension
9	Describe types of abuse across the life span.	Cognitive	Comprehension

	Infection Control and Blood-borne/Airborne Pathogens	Learning Domain	Level of Learning
1	Define the roles, standards and guidelines for the following agencies: Center for Disease Control (CDC) and Prevention; Occupational Health (OSHA) and Safety Administration; and Federal Drug Administration (FDA).	Cognitive	Knowledge
2	Describe the characteristics of each link of the infection chain.	Cognitive	Comprehension
3	Define blood/air-borne pathogens.	Cognitive	Knowledge
4	Identify exposure risks related to health occupations.	Cognitive	Knowledge
5	Demonstrate pre- and post- exposure precautions to include handwashing, gloving (sterile/nonsterile), Personal Protective Equipment (PPE).	Cognitive	Application
6	Describe causative agent, symptoms, occurrence, reservoir, mode of transmission, incubation period, period of communicability, prevention and control measures of the following diseases: Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome, all types of Hepatitis (A,B,C,), Tuberculosis, Meningitis, antibiotic resistant microbes and Herpes Viruses.	Cognitive	Comprehension

	Basic Emergency Care/First Aid and Triage Basic	Learning Domain	Level of Learning
1	Perform initial assessment.	Psychomotor	Guided Response
2	Demonstrate various techniques for control of bleeding.	Psychomotor	Guided Response
3	Describe first aid for various types of shock.	Cognitive	Comprehension
4	Perform application of bandages and splints.	Psychomotor	Guided Response

	Basic Emergency Care/First Aid and Triage Basic	Learning Domain	Level of Learning
5	Describe assessment and treatment of burns, poisoning, seizures, insect stings/bites, heat and cold exposure, syncope.	Cognitive	Comprehension

	Client Care	Learning Domain	Level of Learning
1	Demonstrate proficiency in obtaining and documenting blood pressure, temperature, pulse, respiration, weight and height.	Psychomotor	Guided Response
2	Describe factors that affect vital signs including normal and abnormal values.	Cognitive	Comprehension
3	Demonstrate physical assessments.	Psychomotor	Guided Response
4	Demonstrate concepts of infection control to include but not be limited to sterile technique, handling sterile equipment and supplies.	Psychomotor	Guided Response
5	Explain physiological and pathological influences on body alignment.	Cognitive	Comprehension
6	Demonstrate the correct procedure for lifting.	Psychomotor	Guided Response
7	Describe the various procedures for moving clients and assisting them with mechanical devices.	Cognitive	Comprehension
8	Demonstrate techniques for changing an occupied, unoccupied, and a surgical hospital bed.	Psychomotor	Guided Response
9	Cite aspects of a safe environment.	Cognitive	Comprehension
10	Demonstrate techniques for bathing an adult, giving a back rub, and morning and evening care, assisting with activities of daily living including appropriate documentation.	Psychomotor	Guided Response
11	Describe common foot and nail problems, their causes, and related nursing interventions including appropriate documentation.	Cognitive	Comprehension
12	Describe the major types of oral problems, their causes, and related nursing interventions including appropriate documentation.	Cognitive	Comprehension
13	Describe common hair and scalp problems, their causes, and related nursing interventions including appropriate documentation.	Cognitive	Comprehension
14	Describe techniques for cleansing and irrigating the eyes, ears, and nose including appropriate documentation.	Cognitive	Comprehension
15	Describe the physiological, psychological, and developmental effects of immobility.	Cognitive	Comprehension
16	Demonstrate appropriate nursing interventions for an immobilized client including documentation of these interventions.	Psychomotor	Guided Response
17	Demonstrate use of restraints including documentation of their usage.	Psychomotor	Guided Response
18	Discuss the causes, prevention, and treatment of pressure sores including appropriate documentation.	Cognitive	Comprehension
19	Demonstrate use of the nursing process.	Psychomotor	Guided Response

	Client Care	Learning Domain	Level of Learning
20	Demonstrate assessment of an adult client including general appearance and mental functions including documentation of this assessment.	Psychomotor	Guided Response
21	Demonstrate documentation of nursing care.	Psychomotor	Guided Response
22	Demonstrate feeding adults including documentation of feeding.	Psychomotor	Guided Response
23	Describe nutritional problems contributing to fluid imbalances including appropriate documentation.	Cognitive	Comprehension
24	Describe the characteristics of normal and abnormal urine and feces including documentation of these characteristics.	Cognitive	Comprehension
25	Demonstrate assisting a client with a bedpan, urinal, or bedside commode.	Psychomotor	Guided Response
26	Demonstrate techniques for urinary catheterization including appropriate documentation.	Psychomotor	Guided Response
27	Demonstrate techniques for administering an enema including appropriate documentation.	Psychomotor	Guided Response
28	Demonstrate techniques for collecting urine and stool specimens including appropriate documentation.	Psychomotor	Guided Response
29	Demonstrate techniques for bladder and catheter irrigation and catheter care including appropriate documentation.	Psychomotor	Guided Response
30	Demonstrate measurement of fluid intake and output including documentation of these measurements.	Psychomotor	Guided Response
31	Describe types of oxygen therapy.	Cognitive	Comprehension
32	Demonstrate use of oxygen therapy including appropriate documentation.	Psychomotor	Guided Response
33	Demonstrate suctioning techniques such as oral, nasotracheal, and tracheostomy suctioning including appropriate documentation.	Psychomotor	Guided Response
34	Describe airway management including aerosol treatments, chest physiotherapy, and pulse oximetry.	Cognitive	Comprehension
35	Demonstrate techniques for wound care including documentation of these techniques.	Psychomotor	Guided Response
36	Demonstrate techniques for wound irrigation including appropriate documentation.	Psychomotor	Guided Response
37	Demonstrate techniques for application of sterile dressings, bandages, and binders including documentation of these techniques.	Psychomotor	Guided Response
38	Demonstrate techniques for applying hot and cold treatments including documentation of these techniques.	Psychomotor	Guided Response
39	Describe perioperative-nursing care including documentation of this care.	Cognitive	Comprehension
40	Demonstrate techniques for administering immediate postoperative care including appropriate documentation.	Psychomotor	Guided Response
41	Demonstrate effective use of client care communication systems.	Psychomotor	Guided Response

	Client Care	Learning Domain	Level of Learning
42	Demonstrate the use of therapeutic aspects of professional relations as relates to clients, family and the interdisciplinary healthcare team.	Psychomotor	Guided Response
43	Describe the grieving process.	Cognitive	Comprehension
44	Discuss emotional and physical needs of the dying client including nursing care and the available support networks.	Cognitive	Comprehension
45	Demonstrate techniques for administering post-mortem care including appropriate documentation.	Psychomotor	Guided Response
46	Explain the role of computer technology in health care.	Cognitive	Comprehension

GENERAL EDUCATION CORE COMPETENCIES

STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

COVID-19 MASK REQUIREMENT

Regardless of vaccination status, masks or face coverings must be worn at all times while in a classroom or lab of Southeastern Technical College. This measure is being implemented to reduce COVID-19 related health risks for everyone engaged in the educational process. Masks or face coverings must be worn over the nose and mouth, in accordance with the Centers for Disease Control and Prevention (CDC). A student's refusal to wear a mask or face covering will be considered a classroom disruption and the student may be asked to leave campus and/or receive further discipline.

COVID-19 SIGNS AND SYMPTOMS

We encourage individuals to monitor for the signs and symptoms of COVID-19 prior to coming on campus.

If you have experienced the symptoms listed below or have a body temperature 100.4°F or higher, we encourage you to self-quarantine at home and contact a primary care physician's office, local urgent care facility, or health department for further direction. Please notify your instructor(s) by email and do not come on campus for any reason.

COVID-19 Key Symptoms
Fever or felt feverish
Chills
Shortness of breath or difficulty breathing (not attributed to any other health condition)
Cough: new or worsening, not attributed to another health condition
Fatigue
Muscle or body aches
Headache
New loss of taste or smell
Sore throat (not attributed to any other health condition)

COVID-19 Key Symptoms
Congestion or runny nose (not attributed to any other health condition)
Nausea or vomiting
Diarrhea
In the past 14 days, if you:
Have had close contact with or are caring for an individual diagnosed with COVID-19 at home (not in healthcare setting), please do not come on campus and contact your instructor (s).

COVID-19 SELF-REPORTING REQUIREMENT

Students, regardless of vaccination status, who test positive for COVID-19 or who have been exposed to a COVID-19 positive person, are required to self-report using <https://www.southeasterntech.edu/covid-19/>. Report all positive cases of COVID-19 to your instructor and Stephannie Waters, Exposure Control Coordinator, swaters@southeasterntech.edu, 912-538-3195.

BLACKBOARD REQUIREMENTS

Complete the following training located in your Blackboard course by the end of Day 1. This training is located on the left side of screen within the menu selection.

1. Covid 19 PowerPoint Training with Acknowledgement

There are also 3 required training videos located in your Blackboard Course. These videos are located on the left side of the screen within the menu section. Open “Required Trainings for Fundamentals of Nursing.” After viewing the videos, students will take exams and have 3 attempts to score a 100%. There are 2 required Exams. The exams are called **1.)** Bloodborne Pathogens and TB (Tuberculosis) Exam and **2.)** Hazard Communication Exam. If after 3 attempts, students do not score a 100%, the student must remediate with a faculty member and then retest to earn a score of 100%. Students must score 100% before attending lab or clinical.

2. Airborne Pathogens Video
3. OSHA Blood borne Pathogens Video
4. OSHA Hazard Communication Video

HEALTH REQUIREMENTS

Refer to the Practical Nursing Student Handbook for specific requirements related to this course.

STC CAMPUS PRACTICAL NURSING DRESS CODE (CLASSROOM, LAB)

Students will be asked to dress in professional nursing attire while in the classroom, skills lab and clinical. This will mean students will be expected to dress appropriately each day. Students will be asked to wear scrub pants and a t-shirt or a full scrub set (your choice of style and color) to class/lab each day. Students should wear shoes that are comfortable and have an enclosed heel and toe. A great example is a tennis shoe or nursing clog. During lab, hair should be pulled back and secured.

ASSIGNMENTS AND EXAMS

Students are expected to complete all daily assignments and exams. A unit exam average of 70% or above must be obtained in order to take the final exam. Students that do not obtain an exam average of 70% will

not be able to take the final exam and will receive a WP (Withdrawn Passing) or WF (Withdrawn Failing) for all PNSG courses in which they are enrolled and will not be able to progress in the program.

No assignment opportunities will be given for extra credit. Any unit exam grade will be entered as is to the nearest 10th. No scores will be rounded (up or down). *For example; exam has 60 questions and each question will be worth 1.66 pts.* The student correctly answers 52 questions out of 60 questions. Correct answers: 52 x 1.66 = 86.32. The grade will be recorded as 86.3. This rule applies to every grade issued during the semester. All final averages will be recorded as is (example; a 69.9 is a 69.9).

LIVE LECTURE/VIRTUAL CLASS MEETINGS: BACKUP PLAN COVID RELATED

ALL lecture class meetings will take place virtually through the use of WebEx.

1. Students are expected to be present during the entire session with video turned on. Consider this a virtual classroom. Attendance will be taken. All students are to log on 5 minutes prior to starting the session. Students are required to mute audio as not to disrupt the class. The student may type in the chat for specific questions and the instructor will pause at various times to allow for verbal questions.
2. The student will still be expected to review the assigned materials as outlined on course syllabus.
3. Please be mindful that your instructor and your peers can see you. When using a webcam, everyone can see everyone else. Proper attire is the expectation.
4. Cell phones should be on silent and no texting or web surfing during class.

CALCULATION EXAM (GIVEN IN INTRODUCTION TO PHARMACOLOGY COURSE: PNSG 2010)

Students are required to take a calculation exam prior to attending clinical each semester as outlined on appropriate course syllabi. The student will have three attempts to score 100%. With each attempt a similar, but different exam will be given. The student will be allowed three minutes per problem. There will be a minimum of ten questions on the exam. The student will have one week between each attempt for remediation. Students will be allowed to use a standard calculator for the exam. No personal devices will be utilized for the exam. If a student is unsuccessful after three attempts, the student will receive a WP or WF for all PNSG courses in which they are enrolled and will not be able to progress in the program. The importance of this is to promote safe medication administration in the clinical setting and reduce medication errors. If a student misses an attempt due to an absence, the student forfeits that attempt and will take the next scheduled attempt.

ATI ASSIGNMENTS

ATI assignments listed on the lesson plan must be completed with the required minimum score and 1 hour prior to scheduled exams. The required minimum scores for each ATI module and/or case study is listed on *Summary of ATI Assignments and Case Studies* handout. Incomplete assignments, assignments without the minimum required score, and/or assignments completed after the deadline will result in a **10-point deduction** from the exam grade. ATI records all module/assignment completions by the student in real time.

Care Plans listed as an ATI requirement on the *Summary of ATI Assignments and Case Studies* may be emailed to the instructor to meet the deadline of completion. It is the student's responsibility to print and turn into instructor on Exam day.

ATI products will be integrated into each course according to the PN ATI Curriculum Matrix. The syllabi will outline when the student will complete each ATI assignment. Students are expected to complete each ATI assignment with the appropriate time, on time and with an achievement of the set benchmark score. The use of these products allows for formative and summative evaluations and assists the faculty in making the necessary changes to the curriculum.

RECOMMENDED ATI ASSIGNMENTS

ATI Plan-Student Orientation

1. Steps to Success

ATI -Nurse Logic 2.0

2. Knowledge and Clinical Judgement
3. Nursing Concepts
4. Priority Setting Frameworks
5. Testing and Remediation

ATI Achieve

6. Test Taking Skills
7. Study Skills
8. Classroom Skills

CAMPUS EXAM PROCEDURE

1. A calculator will be supplied through Respondus for calculations. Instructors will also give out the handheld calculators for student use. A sheet of paper will be provided for the exam. Make sure name and date is written clearly on scratch paper. The faculty member in your testing room will take up the sheet of paper at the end of the exam.
2. We will be testing using the Respondus web browser and Blackboard.
3. Outside the room, you will note a table and a sign in sheet. Please sign in and denote whether or not you performed the self-assessment. Once you have signed in you will enter the room. Please begin filling up the back row first, seat farthest from the door. Computer/chairs are marked off to ensure at least 6 feet of social distancing at all times. Do not rearrange furniture.
4. Make sure you use the restroom before entering the room. Students will not be allowed to get up and move about within the rows until dismissal at the end of the exam.
5. Students are encouraged to review missed exam items.
6. Remain seated until dismissed by the faculty.
7. No disruptions will be tolerated during the time that students are testing. Disruptions include, but not limited to keyboarding unrelated to taking Exam.

CAMPUS EXAMS

All exams in this course are scheduled at 9 AM. During an examination, students are required to place all textbooks and personal property on the floor in front of the classroom. Students may be required to rotate seats prior to testing per instructions from the instructor. No talking is allowed once the exam begins. Students found with their cell phone or any other personal communication device during the exam will be considered cheating; which will result in a zero for the exam. All exams are timed with students receiving one minute to answer each examination question. An additional minute will be added per calculation exam question.

If a student shows up late for class on an exam date or is not prepared to start the test on time, the student may not be allowed to take the exam once the faculty has shut the door. The student will have to make up the test and this will be counted as their opportunity for a make-up exam. Students may be provided time to look at their exam score in class and a general discussion may occur; however, due to time constraints, students are encouraged to schedule an appointment with their instructor to view and get further explanation on the missed concepts. In addition, if a student believes a test question needs to be challenged, the student must email their instructor the evidence-based rationale for consideration. This request must be received via email within 24 hours of the examination. No verbal or text message requests will be granted. The test question and evidence-based rationale will go before a panel of nursing faculty for decision.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC...)

In the event of an absence on an exam day, the instructor may require a physician's excuse before a student is allowed to take a make-up exam. **A student will only be allowed to make-up one theory exam, which will be given at the discretion of the instructor.** A grade of "0" will be given to all subsequent exams missed. The make-up exam may or may not be the same as the original exam. It may also be a different test format. If a student misses the final exam and has already used their ONE time make-up, the student will NOT be allowed to make-up the final exam and be given a zero for the final exam.

It is the student's responsibility to obtain notes or information presented in class when the student is absent.

SKILLS LAB/LIMITED LAB

All students are required to bring Practical Nursing Program Skills Book, Master Skills Checklist and personal Skills Pack to the skills lab. Failure to have these items on lab days may be considered missed time for that day. It is the responsibility of the student to be prepared for skills lab by watching and reviewing FA Davis's Nursing Skills **Videos** for LPN/LVN prior to the scheduled lab day. Scheduled skills are found in the lesson plan of this syllabus.

RESOURCES

It is highly recommended that students take full advantage of all resources available to them.

- FA Davis Online Resources (Davis edge)
FA Davis Online Resources is highly recommended to help prepare student for exams and should increase level of success in this class.
- Power Points
Power points for each chapter are available on the student **M: drive**. This student drive can be accessed by going to the STC website and logging into Remote Lab Access.

STUDENT SUCCESS PLAN:

The Student Success Plan documents deficiencies in performance and provides a means for improvement. A success plan should be initiated for the following reasons:

- If the student has (1) a cumulative unit exam average of < 70 % after the completion of 25% of the unit exams or (2) a skill(s) performance deficiency. The faculty will initiate individual counseling session and complete the Student Success Plan.
- If the student has (1) a cumulative unit exam average of < 70 % after the completion of 50 % of the unit exams or (2) a skill(s) performance deficiency. The faculty will initiate individual counseling session, as well as review and update the Student Success Plan and submit an Early Alert.

- if the student exhibits behavior outside the expected:
 - codes of conduct outlined in professional codes of ethics, professional standards,
 - All procedures/requirements/policies outlined in program handbooks/documents,
 - STC e Catalog and Student Handbook, and/or
 - Clinical facility policies and procedures.

The faculty will initiate an individual counseling session and complete an Academic Occurrence Notice and the Student Success Plan.

(T)echnical College System of Georgia (E)arly (A)lert (M)anagement (S)ystem (TEAMS) & The Student Success Plan are designed to ensure that students are well informed about strategies for success, including college resources and assistance. One of the responsibilities of the Program faculty is to monitor the academic progression of students throughout the curriculum. The faculty believes that the student is ultimately responsible for seeking assistance; however, faculty will meet or refer students who are having academic difficulties.

- TEAMS is designed to provide assistance for students who may need help with academics, attendance, personal hardships, etc.

Specific information about the Student Support services listed below can be found at [STC Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu) by clicking on the Student Affairs tab.

- Tutoring
- Technical Support
- Textbook Assistance
- Work-Study Programs
- Community Resources

ATTENDANCE PROVISIONS

Health Sciences

Requirements for instructional hours within Health Science and Cosmetology programs reflect the rules of respective licensure boards and/or accrediting agencies. Therefore, these programs have stringent attendance policies. Each program's attendance policy is published in the program's handbook and/or syllabus, which specify the number of allowable absences. All provisions for required make-up work in the classroom or clinical experiences are at the discretion of the instructor.

Attendance is counted from the first scheduled class meeting of each semester. To receive credit for a course a student must attend at least 90% of the scheduled instructional time. Time and/or work missed due to tardiness or absences must be made up at the convenience of the instructor. Any student attending less than the required scheduled instructional time (90%) may be dropped from the course as stated below in the Withdrawal Procedure.

For this course, which meets **165 hours**, the maximum number of hours a student can miss is **16.5 hours** during **Nursing Fundamentals (PNSG 2030)**. Once instruction begins, all time missed will be counted in the total time of hours missed from class.

When instruction has begun, there will be no class interruptions. The admittance into class during a lecture will occur after class breaks. This time will be calculated in with the total time of hours missed.

STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

Swainsboro Campus: [Daphne Scott \(dscott@southeasterntech.edu\)](mailto:dscott@southeasterntech.edu) 478-289-2274, Building 1, Room 1210.

Vidalia Campus: [Helen Thomas hthomas@southeasterntech.edu](mailto:hthomas@southeasterntech.edu) , 912-538-3126, Building A, Room 108

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please make arrangements with the appropriate campus coordinator.

Swainsboro Campus: [Daphne Scott \(dscott@southeasterntech.edu\)](mailto:dscott@southeasterntech.edu) 478-289-2274, Building 1, Room 1210.

Vidalia Campus: [Helen Thomas hthomas@southeasterntech.edu](mailto:hthomas@southeasterntech.edu) , 912-538-3126, Building A, Room 108

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery MAY NOT be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of “W” (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.

Students who are dropped from courses due to attendance after drop/add until the 65% point of the semester will receive a “W” for the course.

Important – Student-initiated withdrawals are not allowed after the 65% point. Only instructors can drop students after the 65% point for violating the attendance procedure of the course.

Students who are dropped from courses due to attendance or academic deficiency after the 65% point will receive either a “WP” (Withdrawn Passing) or “WF” (Withdrawn Failing) for the semester and will be unable to progress in the practical nursing program. Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.

There is no refund for partial reduction of hours. Withdrawals may affect students’ eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. A grade of “W” will count in attempted hour calculations for the purpose of Financial Aid.

ACADEMIC DISHONESTY POLICY

The STC Academic Dishonesty Policy states all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can

also be found in the STC Catalog and Student Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

- **First Offense**
Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.
- **Second Offense**
Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.
- **Third Offense**
Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia (TCSG) and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, federally financed programs, educational programs and activities involving admissions, scholarships and loans, student life, and athletics. It also applies to the recruitment and employment of personnel and contracting for goods and services.

All work and campus environments shall be free from unlawful forms of discrimination, harassment and retaliation as outlined under Title IX of the Educational Amendments of 1972, Title VI and Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act of 1967, as amended, Executive Order 11246, as amended, the Vietnam Era Veterans Readjustment Act of 1974, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990, as amended, the Equal Pay Act, Lilly Ledbetter Fair Pay Act of 2009, the Georgia Fair Employment Act of 1978, as amended, the Immigration Reform and Control Act of 1986, the Genetic Information Nondiscrimination Act of 2008, the Workforce Investment Act of 1998 and other related mandates under TCSG Policy, federal or state statutes.

The Technical College System and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

ADA/Section 504 - Equity- Title IX (Students) - OCR Compliance Officer	Title VI - Title IX (Employees) - EEOC Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 108 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu	Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas ljonas@southeasterntech.edu

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on STC's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College \(STC\) Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

Assessment/Assignment	Percentage
Unit Exams (calculated based on average of 5 Unit Exams given)	75%
Final Exam (calculated based on average of 1 Final Exam given)	25%
Lab Skills Check-offs are a pass/fail for the following skills: Foley Catheter Insertion/Discontinuance, Head to Toe Physical Assessment and Manual Vital Signs (Blood Pressure, Pulse, and Respirations)	Pass/Fail: Maximum of 2 attempts per skill

GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

PNSG 2030: Nursing Fundamentals

Spring Semester 2021 Lesson Plan

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Monday 08/16/21	Welcome to your future! Lecture CHAPTER 1 CHAPTER 2	<p>ATI Fee Due: Pay in Business Office (Located in Building 2 inside Bookstore: Swainsboro Campus or Main Building on Vidalia Campus)</p> <p>Review Syllabus, Lesson Plan and sign Acknowledgement of receiving and understanding Syllabus/Lesson Plan</p> <p>Review and sign paperwork for policies and procedures of STC and Practical Nursing Program.</p> <p>Review books/resource materials</p> <p>Register with ATI (Code from Instructor)</p> <p>Review Master Skills Checklist: Practical Nursing Program</p> <p>Review Practical Nursing Program Skills Book</p> <p>Review AIDET Communication Tool</p> <p>Discuss student Clinical Notebook (Student to maintain proof of all clinical requirements)</p> <p>Vista of Nursing (Chapter 1) Health-Care Delivery, Settings, and Economics (Chapter 2)</p>	<p>Must purchase ATI by 5PM on 8-17-21 and present receipt to instructor by 5 PM.</p> <p>For every section: Read referenced chapters in Fundamentals textbook and begin ATI assignments. Refer to ATI books that coincide with textbook chapter content.</p> <p>ATI assignments will be due at 0800 the morning of the exam.</p> <p>ATI Skills Modules 3.0 9. HIPAA</p> <p>ATI Nurse's Touch: Professional Communication: 10.Types of Communication</p>	Course 1,2 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Tuesday 08/17/21	Lecture CHAPTER 3 CHAPTER 4	Nursing Ethics & Law (Chapter 3) Nursing Process & Decision Making (Chapter 4) Introduction to EHR Tutor: Student access through ATI (EHR Student User Guide, EHR Tutor Tip sheet: Documenting Patient Data, and EHR Activity Introduction Worksheet Handouts) Course Key (Course code for PNSG 2030) EHR Tutor provided by instructor. Class Discussion: “A Nurse’s Guide to Professional Boundaries” by NCSBN (National Council of State Boards of Nursing)	Self-Study: ATI Book Nutrition for Nursing Edition 7.0 Chapter 8, pages 51-54 EHR Activity Introduction due 08/25/21	Course 2,6,7 Core A,B,C
Wednesday 08/18/21 (Last Day to Drop/Add)	Lecture CHAPTER 7 CHAPTER 8	Promoting Health and Wellness (Chapter 7) Ethic, Cultural, and Spiritual Aspects of Care (Chapter 8) Class Activity/Group Activity Discuss Self Study Nutrition for Nursing	ATI Nurse’s Touch: Wellness and Self-Care: 11.Wellness, Health Promotion, and Disease Prevention ATI Video Case Study PN 2.0: 12.Cultural Diversity: Summary ➤ Deadline to order Skills Packs from Meridy’s	Course 2,6 Core A,B,C
Monday 08/23/21	Lecture CHAPTER 9	Growth and Development Throughout the Life Span (Chapter 9) Mock Exam: Practice Exam in Black Board What is a Physical Assessment? Head to Toe Physical Assessment	ATI Video Case Study PN 2.0: 13.Growth and Development: Summary	Course 1,6 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Tuesday 08/24/21	EXAM 1 Lecture CHAPTER 5 CHAPTER 6	Exam # 1 Chapters 1,2,3,4,7,8 & 9 Documentation (Chapter 5) Demonstrate documentation of nursing care Communication (Chapter 6)	ATI Nurse's Touch: Professional Communication: 1. Therapeutic Communication	Course 1,2,6,7 Core A,B,C
Wednesday 08/25/21	Lecture CHAPTER 12 CHAPTER 20	Patient Teaching (Chapter 12) Admission, Transfer, and Discharge (Chapter 20) What is Physical Assessment? Head Neuro, HEENT	ATI Nurse's Touch: Professional Communication: 2. Client Education EHR Activity Introduction Sheet Due today ➤ Skills Packs are scheduled to arrive at STC	Course 1,2,6 Core A,B,C
Monday 08/30/21	Lecture CHAPTER 13 Lab Procedure Checklist Skill: 13-02 Skill: 13-03	Safety (Chapter 13) Skills <ul style="list-style-type: none"> • Applying Restraints: I/Demo • Using Body Mechanics: S/Demo Instructor to provide students with "Bag A Bug" guidelines for group projects What is Physical Assessment? Chest and Abdomen	ATI Nurse's Touch: Professional Communication: 3. Factors That Affect Communication with Groups and Individuals ➤ Deadline to order uniforms from Meridy's Group Presentations on 09/01/21	Course 1,2,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Tuesday 08/31/21	EXAM 2 Lecture CHAPTER 14 CHAPTER 22	Exam # 2 Chapters 5,6,12,13 & 20 Medical Asepsis and Infection Control (Chapter 14) Surgical Asepsis (Chapter 22) Build a Care Plan for Infection Control (Group)	ATI Skills Modules 3.0: 1.Infection Control ATI Skills Modules 3.0: 2.Surgical Asepsis ATI Video Case Study PN 2.0: Infection Control	Course 1,2,3,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Wednesday 09/01/21	<p>Group Projects</p> <p>Lecture CHAPTER 15</p> <p>LAB Procedural Checklists Skill: 14-01 Skill: 14-02 Skill: 14-03 Skill: 22-02</p> <p>Skill: 15-01 Skill: 15-02 Skill: 15-03 Skill: 15-04 Skill: 15-05 Skill: 15-06 Skill: 15-07 Skill: 15-08 Skill: 15-09 Skill: 15-10 Skill: 15-11</p> <p>How to calculate Intake/Output</p>	<p>“Bag A Bug” Group Presentations</p> <p>Personal Care (Chapter 15)</p> <p>Skills</p> <ul style="list-style-type: none"> • Hand Hygiene: ATI • Donning PPE: ATI • Removing PPE: ATI • Donning Sterile Gloves: ATI • Administering a Complete Bed Bath: ATI/LL • Administering Perineal Care: ATI/LL • Administering a Back Massage: I/Demo • Administering a Complete Bed Bath: ATI/LL • Administering Perineal Care: ATI/LL • Administering a Back Massage: I/Demo • Administering Oral Care for an Unconscious Patient: ATI/LL • Administering Oral Care for a Conscious Patient: ATI/LL • Providing Denture Care: ATI • Shaving a Male Client: ATI • Providing Nail Care: ATI • Shampooing Hair with a Client in Bed: ATI • Making an Unoccupied Bed: ATI/LL • Making An Occupied Bed: ATI/LL <p><i>Student Handout: Diet and Nutrition</i> Group Project: Assign Groups</p> <p><i>Abbreviation Key: ATI (Assessment Technology Institute), I/Demo (Instructor Demonstration, LL (Limited Lab)</i></p>	<p>Student groups to Present “Bag A Bug” projects to class and instructor.</p> <p>ATI Skills Modules 3.0: 3. Personal Hygiene</p> <p>ATI Video Case Study PN 2.0: Oral Care</p> <p>Reminder: Calculation Exam Review on 9/2/21 at 1600.</p> <p>Reminder: Calculation Exam Review on 9/7/21 at 1600.</p>	<p>Course 1,2,3,6 Core A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Monday 09/06/21 HOLIDAY				
Tuesday 09/07/21	<p>Lecture CHAPTER 17</p> <p>LAB <i>Procedural Checklists</i></p> <p>STC Skill: Assessing Blood Pressure</p> <p>STC Skill: Assessing Pulse</p> <p>STC Skill: Assessing Respirations</p> <p>Skill: 17-01</p> <p>Skill: 21-01 Skill: 21-02 Skill: 21-03</p>	<p>Vital Signs (Chapter 17)</p> <p><i>Handout: Head-to-Toe Assessment in 5 Minutes</i></p> <ul style="list-style-type: none"> • Assessing Blood Pressure: ATI/FA DAVIS/I/Demo/LL • Assessing Pulse: ATI/FA DAVIS/I/Demo/LL • Assessing Respirations: ATI/FA DAVIS/I/Demo/LL • Assessing Temperature Various Routes: ATI/LL • Assessing Weight: I/Demo/LL • Assessing Height: I/Demo/LL • Assessing Infant Length and Weight: I/Demo/LL 	<p>ATI Skills Modules 3.0: 4.Vital signs</p> <p>ATI Skills Modules 3.0: 5.Physical Assessment: Adult</p> <p>6.Physical Assessment: Child</p> <p>Perform and document a physical assessment on someone in your family and bring documentation by 09/08/21.</p>	<p>Course 1,2,3,6,7</p> <p>Core A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Wednesday 09/08/21	CHAPTER 21 LAB Procedural Checklists STC Skill: Performing a Physical Assessment (Includes apical pulse, heart and lung, peripheral pulse, and basic neurological assessments) Skill 21-08 Skill: 17-03	Physical Assessment (Chapter 21) Video Galileo Head to Toe Assessment Skills <ul style="list-style-type: none"> • Physical Assessment: ATI/FA DAVIS/I/Demo/LL • Assessing Visual Acuity: I/Demo • Assessing Peripheral Pulses to Detect Circulation: ATI/I/Demo/LL 	Reminder: Calculation Exam Review on 9/9/21 at 1600.	Course 1,2,3,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Monday 09/13/21	<p>Exam # 3 Lecture CHAPTER 23 CHAPTER 24</p> <p>LAB Procedural Checklists Skill: 24-01 Skill: 24-02</p>	<p>Exam # 3 Chapters 14,15,17, 21 & 22</p> <p>Diet and Nutrition Group Projects</p> <p>Nutrition (Chapter 23)</p> <p>Nutritional Care and Support (Chapter 24) <i>Pages 462-474</i></p> <p>Skills</p> <ul style="list-style-type: none"> • Record Intake and Output: ATI/LL • Assist a Patient with Feeding: ATI/LL 	<p>ATI Skills Modules 3.0: 1.Specimen Collection</p> <p>Due Today:</p> <ul style="list-style-type: none"> ➤ BLS/CPR Card ➤ First Aid Card ➤ Immunization Record ➤ Titers (If indicated) ➤ 2 Step TST or Quantiferon Gold Blood Test ➤ Precheck Paid Receipt ➤ Physical Exam (Health History) ➤ Clearance to be fit tested if indicated with a “yes” answer on screening form ➤ Proof of Health Insurance ➤ On-line Home Town Health University Certificate for Orientation ➤ Office of Inspector General ➤ EMC (Emanuel Medical Center) HIPAA Compliance Form 	<p>Course 1,2,6,7 Core A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Tuesday 09/14/21	<p>Lecture CHAPTER 25 CHAPTER 34 CHAPTER 29</p> <p>LAB Procedural Checklists</p> <p>Skill: 34-04</p>	<p>0800 Attempt 1 Calculations Exam</p> <p>Diagnostic Tests (Chapter 25)</p> <p>Phlebotomy and Blood specimens (Chapter 34) <i>Pages 764,765,766,770,771</i></p> <p>Fluids, Electrolytes and Acid-Base Balance (Chapter 29)</p> <p>Skills</p> <ul style="list-style-type: none"> • Performing a Finger stick Blood Sugar: ATI/I/Demo/LL • Document Blood sugar result in EHR Tutor 	<p>ATI Skills Modules 3.0: 2.Nutrition, Feeding, & Eating.</p> <p>ATI Video Case Study PN 2.0: Fluid Volume</p>	<p>Course 1,2,3,6,7 Core A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Wednesday 09/15/21	<p>Lecture CHAPTER 26 CHAPTER 28</p> <p>LAB Procedural Checklists Skill: 26-01 Skill: 26-03 Skill: 26-04 Skill: 26-05 Skill: 26-06 STC Skill: Applying Binders Skill: 18-01 Skill: 18-04 Skill: 17-08 Skill: 28-05 Skill: 28-06 Skill: 28-07 Skill: 28-08</p>	<p>Wound Care (Chapter 26)</p> <p>Skills</p> <ul style="list-style-type: none"> • Removing Sutures and Staples • Obtaining a Wound Culture • Irrigating a Wound • Changing Sterile Dressings to include Wet-to-Damp • Applying Transparent and Hydrocolloid Dressings • Applying Binders • Applying Bandages • Application of Dry or Moist Heat • Application of Cold Packs <p>Respiratory Care (Chapter 28)</p> <p>Skills</p> <ul style="list-style-type: none"> • Assessing Oxygen Saturation • Administering Supplemental Oxygen • Performing Nasopharyngeal and Oropharyngeal Suction • Performing Endotracheal and Tracheostomy Suction • Performing Tracheostomy Care 	<p>ATI Skills Modules 3.0: 3.Wound Care</p> <p>ATI Video Case Study PN 2.0: Wound Evisceration</p> <p>Wound assessment on Wound “D” page 525 of Nursing Fundamentals textbook.</p> <p>Build a Care Plan for Skin Integrity: Groups</p> <p>ATI Skills Modules 3.0: 4.Airway Management</p> <p>ATI Skills Modules 3.0: 5.Oxygen Therapy</p> <p>ATI Skills Modules 3.0: 6.Closed Chest Drainage</p> <p>ATI Video Case Study PN 2.0: Oxygenation</p>	<p>Course 1,2,3,6,7 Core A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Monday 09/20/21	<p>EXAM 4</p> <p>Lecture</p> <p>CHAPTER 16</p> <p>CHAPTER 27</p> <p>LAB</p> <p>Procedural Checklists</p> <p>Skill: 16-01</p> <p>Skill: 16-02</p> <p>Skill: 16-03</p> <p>Skill: 16-04</p> <p>Skill: 16-05</p> <p>Skill: 16-07</p> <p>Skill: 16-08</p> <p>Skill: 27-01</p>	<p>Chapters 23,24,25,26,28,29 & 34</p> <p>Moving and Positioning Patients (Chapter 16)</p> <p>Musculoskeletal Care (Chapter 27)</p> <ul style="list-style-type: none"> • Performing Passive ROM • Positioning Patients • Moving a Patient Up in Bed • Turning a Patient in Bed • Transferring a Patient from Bed to Stretcher, Chair, or Wheelchair • Assisting a Patient to Dangle • Assisting with Ambulation • Performing Neurovascular Checks 	<p>ATI Skills Modules 3.0:</p> <p>1.Ambulation, Transferring, Range of Motion</p>	<p>Course</p> <p>1,3,6,7</p> <p>A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Tuesday 09/21/21	Lecture CHAPTER 33 CHAPTER 24 LAB Procedural Checklists Skill:28-03 Skill: 33-01 Skill: 33-02 STC Skill: Turn, Cough, Deep Breathe Skill: 24-03 Skill: 24-04 Skill: 24-05 Skill: 24-06	0800 Attempt 2 Calculations Exam Care of Surgical Patient (Chapter 33) Nutritional Care and Support (Chapter 24) <i>Pages 474-500</i> Skills <ul style="list-style-type: none"> • Assisting with Incentive Spirometer • Applying Anti-Embolism Stockings • Applying SCDs • Turn, Cough, and Deep Breathe • Incentive Spirometer • Inserting a Nasogastric Tube • Irrigating a Nasogastric Tube • Removing a Nasogastric Tube • Administering Intermittent Bolus Feedings Build a Care Plan for Post-Surgical Patient (Group)	ATI Skills Modules 3.0: 2. Enteral Tube Feeding ATI Skills Modules 3.0: 3. Nasogastric Tube ATI Skills Modules 3.0: 4. Pain Management ATI Video Case Study PN 2.0: Enteral Feedings	Course 1,6,7 Core A,B,C
Wednesday 09/22/21	Lecture CHAPTER 30 LAB Procedural Checklists Skill: 30-01 Skill: 30-03 Skill: 30-04 Skill: 30-05 Skill: 30-06	Bowel Elimination and Care (Chapter 30) Skills <ul style="list-style-type: none"> • Administering an Enema • Collecting Urine Specimens • Collecting Stool Specimens For Culture and Ova and Parasites • Performing Guaiac Testing • Removing a Fecal Impaction • Applying/Changing an Ostomy Appliance 	ATI Skills Modules 3.0: 5. Enemas ATI Skills Modules 3.0: 6. Ostomy Care	Course 1,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Monday 09/27/21	Lecture CHAPTER 31 LAB Procedural Checklists Skill: 31-01 Skill: 31-02 Skill: 31-03 Skill: 31-06 Skill: 31-09 STC Skill: Inserting Foley Catheter STC Skill: Discontinuing Foley Catheter Skill: 22-01 Skill: 22-02 Skill: 31-07 Skill: 31-08 Skill: 31-10	Urinary Elimination and Care (Chapter 31) Skills <ul style="list-style-type: none"> • Foley Catheter Insertion • Foley Catheter Removal • Setting up a Sterile Field, Opening Sterile Packs, and Pouring Sterile Liquids • Donning Sterile Gloves • Assisting a Male Patient with a Urinal • Assisting with a Bedpan • Obtaining a Clean-Catch Midstream Urine • Obtaining a Urine Specimen from an Indwelling Catheter • Applying a Condom Catheter • Inserting a Straight Catheter • Performing a continuous Bladder Irrigation • Irrigating a Closed Urinary Drainage System 	ATI Skills Modules 3.0: 7.Urinary Catheter Care ATI Video Case Study PN 2.0: Urinary Tract Infections	Course 1,2,6,7 Core A,B,C
Tuesday 09/28/21	Lecture CHAPTER 32 CHAPTER 10 LAB Procedural Checklists Skill: 10-01	0800 Attempt 3 Calculations Exam Care of an Elderly Patient (Chapter 32) Loss, Grief, and Dying (Chapter 10) Skills <ul style="list-style-type: none"> • Postmortem Care 	EHR Care Plan Build a Care Plan for Elderly Client or Depression	Course 1,2,6,7 Core A,B,C
Wednesday 09/29/21 65% Point	Exam 5	Exam # 5 Chapters 10, 16, 24, 27, 30, 31, 32, & 33 Limited Lab	ATI: Practice Assessment 1. PN Fundamentals Online Practice 2020 Version A 2. PN Fundamentals Online Practice 2020 Version B	Course 1,2,3,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Monday 10/04/21	Final Exam Limited Lab and Final Skills Practice	<p style="text-align: center;">Final Exam</p> <p>Skills</p> <ul style="list-style-type: none"> • STC- Assessing BP • STC- Assessing Pulse • STC- Assessing Respiratory Rate • STC-Physical Assessment • STC- Inserting Indwelling Urinary Catheter • STC- Discontinuing Indwelling Urinary Catheter 	<p>ATI Achieve:</p> <p>1. Preparing for Clinical Experiences</p> <p>Ticket to Lab on 10/05/21</p> <p>Document one (PA) Physical Assessment and one set of Vital Signs in EHR.</p> <p>Nursing Through the Ages Interviewee and Date for interview due by 4pm via e-mail to your instructor.</p>	Course 1,2,3,4,5,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Tuesday 10/05/21	Limited Lab and Final Skills Practice	<p style="text-align: center;">Skills Checklists</p> <ul style="list-style-type: none"> • 13-02-Applying Restraints • 14-01-Hand Hygiene • 15-01-Administering a Complete Bed Bath • 15-02-Administering Perineal Care • 15-03-Administering a Back Massage • 15-04-Administering Oral Care to an Unconscious Patient • 15-05-Administering Oral Care to a Conscious Patient • 15-06- Denture Care • 15-07- Shaving a Male Client • 15-08- Providing Nail Care • 15-09-Shampooing Hair with a Patient in Bed • 15-11 Making an Occupied Bed • STC- Assessing BP • STC-Assessing Pulse • STC- Assessing Respiratory Rate • STC-Physical Assessment • STC- Inserting Indwelling Urinary Catheter • STC- Discontinuing Indwelling Urinary Catheter 	<p>Document one PA and one set of vital signs in EHR today.</p> <p>Document one procedure note for Inserting Indwelling Urinary Catheter in EHR.</p>	<p>Course 1,2,3,4,6,7 Core A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Wednesday 10/06/21	Limited Lab and Final Skills Practice	<p style="text-align: center;">Skills Checklists</p> <ul style="list-style-type: none"> • 16-02-Positioning Patients • 16-03-Moving a Patient Up in Bed • 16-04- Turning a Patient • 16-05-Transferring a Patient from a bed to a Stretcher, Chair, or Wheelchair • 16-07- Assisting a Patient to a Dangle • 16-08-Assisiting with Ambulation • STC- Assessing BP • STC-Assessing Pulse • STC- Assessing Respiratory Rate • STC-Physical Assessment • STC- Inserting Indwelling Urinary Catheter • STC- Discontinuing Indwelling Urinary Catheter 	<p>Document one PA and one set of vital signs in EHR today.</p> <p>Document one procedure note for Discontinuing Indwelling Urinary Catheter in EHR.</p>	Course 1,2,3,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Monday 10/11/21	Limited Lab and Final Skills Practice	<p style="text-align: center;">Skills Checklist</p> <ul style="list-style-type: none"> • 21-01-Measuring a Patients Height • 21-02- Measuring a Patients Weight • 21-03- Measuring an Infants Length and Weight • 21-05- Performing a Basic Neurological Exam • STC- Assessing BP • STC-Assessing Pulse • STC- Assessing Respiratory Rate • STC-Physical Assessment • STC- Inserting Indwelling Urinary Catheter • STC- Discontinuing Indwelling Urinary Catheter 	Document one PA and one set of vital signs in EHR today.	Course 1,2,3,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Tuesday 10/12/21	Limited Lab and Final Skills Practice	<p style="text-align: center;">Skills Checklists</p> <ul style="list-style-type: none"> • 24-01 Assisting with Feeding • 26-01 Removing Sutures and Staples • 26-03- Irrigating a Wound • 26-04-Obtaining a Wound Culture • 26-05-Changing Sterile Dressings and Wet to Damp Dressings • 26-06-Applying Hydrocolloid Dressings • STC- Assessing BP • STC-Assessing Pulse • STC- Assessing Respiratory Rate • STC-Physical Assessment • STC- Inserting Indwelling Urinary Catheter • STC- Discontinuing Indwelling Urinary Catheter 	<p>Document one PA and one set of vital signs in EHR today.</p> <p>Document your choice of a Wound Care Procedure today in EHR.</p>	<p>Course 1,2,3,6,7 Core A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Wednesday 10/13/21	Limited Lab and Final Skills Practice	Final Skills Checkoffs And Remediation	Uniform Check: Full Uniforms will be worn to school for a uniform check. Including: socks, shoes, watch, lab coat (if purchased), patches and scrub uniform top and bottom, stethoscope and BP cuff and STC Badges (X2) Student Clinical Notebook will also be required for review by instructor.	Course 1,2,3,6,7 Core A,B,C
Monday 10/18/21	Final Skills	Final Skills Checkoffs And Remediation		Course 1,2,3,6,7 Core A,B,C
Tuesday 10/19/21		Practical Nursing Program Skills Books to be turned in. Students to ensure signature pages are complete. Refer to Practical Nursing Program Student Handbook Fundamentals Clinical (PNSG 2035) Syllabus Review Student Handbook Review for Clinical Setting Documentation Requirements	Clinical for this course will be 10/25/21-11/03/21 The location for clinical is to be determined. There will be a Clinical Orientation prior to the first day of clinical.	Course 1,2,3,6,7 Core A,B,C

Competency Areas:

- 1.) Nursing as a Profession
- 2.) Ethics, Morals and Legal Implications
- 3.) Infection Control/Blood-borne/Airborne Pathogens
- 4.) Basic Emergency Care/First Aid and Triage
- 5.) Client Care

General Core Educational Competencies:

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.

Disclaimer Statement

Instructor reserves the right to change the syllabus and/or lesson plan as necessary. The official copy of the course syllabus will be given to the student during face-to-face class time on the first day of the course. The syllabus displayed in advance of the course in a location other than the course student is enrolled in is for planning purposes only.