



PNSG 2410 Nursing Leadership

COURSE SYLLABUS

FALL Semester 2021

COURSE INFORMATION

Credit Hours/Minutes: 1/750

Class Location: Building 8, Practical Nursing Lab 8102

Class Meets: 0900- 1600 on the following Mondays: 11/15/2021, 11/22/2021, and 11/29/2021

Course Reference Number (CRN): **20290**

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: Please email the instructor to schedule an appointment or 8 AM-9 AM and 4 PM-6 PM

Phone: 478-289-2201

Fax Number: 912-538-3106

Tutoring Hours: Please schedule an appointment.

All communication with faculty should be completed using STC email. Please note that emails sent during business hours will be answered within 24-48 hours. Emails sent during holidays and on weekends may not be answered until the next business day.

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)

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** (2) 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. ATI Web Service (EHR Tutor (Electronic Health Record) is included in ATI purchase
7. Ear phones for any ATI assignments
8. Pens (blue or black ink)
9. Highlighters
10. 2 Three Ring Binders
11. Basic Calculator
12. Clinical Notebook
13. 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
14. Webcam with microphone
15. Internet Speed 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.

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

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.

ATI Technical Requirements: Students have access to the most updated technical requirement recommendations at [ATI website](#) .

Students are encouraged to take pictures of completed ATI modules/assignments that capture student name, date, time, score, and module name that is contained in one picture. Pictures will be **emailed** to instructor upon request.

It is the responsibility of the student to communicate technical issues with an ATI representative.

COURSE DESCRIPTION

Builds on the concepts presented in prior nursing courses as well as prepares for adding leadership, management and professionalism and ethics into future courses in the PN program. Leadership develops the skills necessary for successful performance in the job market. Topics include; the application of the nursing process, supervisory skills, client’s education methods, groups dynamics and conflict resolution.

MAJOR COURSE COMPETENCIES

1. Application of the Nursing Process
2. Supervisory Skills including prioritizing, delegation and conflict resolution.
3. Client Education Methods
4. Group Dynamics

PREREQUISITE(S)

Program Admission, PNSG 2010, PNSG 2030, and PNSG 2035.

COURSE OUTLINE:

Application of the Nursing Process

Order	Description	Learning Domain	Level of Learning
1	Appraise the role of nursing process in leadership.	Cognitive	Evaluation
2	Integrate concepts of critical thinking.	Cognitive	Synthesis
3	Prepare to write the National Counsel of Licensure Examination (NCLEX).	Cognitive	Application

Supervisory Skills

Order	Description	Learning Domain	Level of Learning
1	Understand acquisition, maintenance, and termination of employment.	Cognitive	Comprehension
2	Characterize autocratic, democratic, and laissez-faire leadership styles.	Cognitive	Analysis

Order	Description	Learning Domain	Level of Learning
3	Examine client care delivery systems (functional, team, case, and primary).	Cognitive	Analysis
4	Articulate principles of work ethics.	Cognitive	Application
5	Express the role of the practical nurse in leadership positions.	Cognitive	Synthesis
6	Characterize the role of the practical team leader in an acute care or long-term care facility.	Cognitive	Analysis
7	Participate in comprehensive review processes to meet external regulatory standards.	Cognitive	Application

Client Education Methods

Order	Description	Learning Domain	Level of Learning
1	Compare and Contrast various learning styles.	Cognitive	Evaluation
2	Assess appropriate teaching methods to client population characteristics.	Cognitive	Evaluation

Group Dynamics

Order	Description	Learning Domain	Level of Learning
1	Characterize group dynamics.	Cognitive	Analysis
2	Recognize components of risk management processes.	Cognitive	Analysis
3	Compare and Contrast methods of effective conflict management.	Cognitive	Evaluation

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)
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

Blackboard Course: Complete the following by the end of Day 3. The following three items are located on the left side of screen within the menu selection.

1. Covid 19 Training
2. Getting Started
3. Syllabus Acknowledgement

HEALTH REQUIREMENTS

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

STC CAMPUS DRESS CODE (CLASSROOM, LAB, AND LAB/CLINICAL)

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, GROUP WORK AND FINAL EXAM

Students are expected to complete all daily assignments, group work/activities and a final exam. There are no unit exams in PNSG 2410 Leadership course. For this course, Leadership, PNSG 2410, unit exams are not administered, but assignments and class participation are used to obtain the cumulative average prior to the Final Course Comprehensive Exam.

The Final Course Comprehensive Exam is mandatory to complete this course.

No assignment opportunities will be given for extra credit. Assignments, group work and Final 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. There are 52 correct answers 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).

WORK ETHICS

The Technical College System of Georgia instructs and evaluates students on work ethics in all programs of study. Ten work ethics traits have been identified and defined as essential for student success: appearance, attendance, attitude, character, communication, cooperation, organizational skills, productivity, respect, and teamwork. Students will be required to take a work ethics exam-assessment as marked in the lesson plan. A grade of 70 or better is required to complete the work ethics requirements for this class. If a student passes the work ethics assessment in his/her program with a C or better, he/she will receive a work ethics grade of 2. This grade will appear as a letter grade then a 2 for passing work ethics. (Ex: A 2).

CAMPUS EXAMS

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.

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 may 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.

ATI ASSIGNMENTS

ATI assignments listed on the lesson plan must be completed with the required minimum score and submitted 1 hour prior to the scheduled exam. The required minimum scores for each ATI module and/or case study is listed on *Summary of ATI Assignments* handout. Incomplete assignments, assignments completed after the deadline, and assignment scores that fall below set benchmark scores will result in a **10-point deduction** from the Leadership Comprehensive exam grade. ATI records module completions in real time.

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.

MAKEUP GUIDELINES (EXAMS, QUIZZES, HOMEWORK, PROJECTS, SKILLS, 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 exam 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, lecture recordings, or information presented in class when the student is absent.

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.

Student Support

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

ADDITIONAL 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.

For this course, which meets **18 hours**, the maximum number of hours a student can miss is **2.1 hours (2 hours and 6 minutes)** during **Nursing Leadership (PNSG 2410)**. 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 may 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.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

ACADEMIC DISHONESTY POLICY

The Southeastern Technical College Academic Dishonesty Policy states that 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 Southeastern Technical College Catalog and Student Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

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

1. 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.

2. Second Offense

Student is given a grade of "WF" (Withdrawn Failing) 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.

3. 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:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (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: 912-538-3147 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 Southeastern Technical College's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and Banner Web via the my STC 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
Nursing through the Ages Interview/written assignment	20%
Conflict Resolution written assignment	20%
Group Project: Patient Education Care Plan Presentation	15%
1. NSEW Personality Compass (Completion) (25 points) 2. Work Ethics (Topics E-H) Class Presentation Peer Evaluation (25 points) 3. Work Ethics (Topics E-H) Class Presentation Self Evaluation (25 points) 4. Patient Education Care Plan Peer Evaluation (25 points) Student will begin with a grade of "100". Assignments 1-4 are each worth 25 points. A missing or incomplete assignment may result in a 25-point deduction from the beginning grade. Failure to complete assignments may result in a score of "0" for the assignment category.	20%
Work Ethics Packet Assessment (Completion)	5%
Leadership Comprehensive Exam	20 %

GRADING SCALE

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

PNSG 2410 Nursing Leadership: SPRING Semester 2021 Lesson Plan

Date/Day	Lesson	Content	Assignments and Exams Due Dates	Competency Area
<p>11/15/2021 Monday Day 1</p>	<p>Guest Speaker via WebEx 0900-1000</p> <p>Fundamentals of Nursing Care, Concepts, Connections and Skills textbook</p> <p>Chapter 4</p> <p>Nursing Leadership and Management, Edition 8: ATI Content Mastery Series book</p> <p>Chapter 1</p>	<p>Marissa Brown, Senior Management of Operations, Chick-Fil-A</p> <p>Syllabus and Lesson Plan Review/Questions</p> <p>The Nursing Process: Critical Thinking and Decision Making</p> <p>Managing Client Care</p> <p>Class Discussion: What is your leadership style: Authoritative, Laissez-faire, or Democratic?</p> <p>Work Ethics Packet Topics: A- D class discussion/Groups</p> <p>Assign Work Ethics Topics E-H. Group Presentations for next scheduled class day.</p>	<p>Acknowledgement of receiving/understanding Syllabus and Lesson Plan completed in Blackboard course.</p> <p>Leadership Handouts:</p> <p>1. Nursing Through the Ages (Guidelines provided during PN Orientation. Handout located in PN Organization Course.) Due: 11/29/21 8AM</p> <p>2. PNSG 2410 Work Ethics Packet/Peer Evaluation : Due: 11/29/21 8AM</p> <p>3. The Personality Compass NSEW (North, South, East, West) Due: 11/29/21 8AM</p> <p>4. Conflict Resolution Assignment: Due: 11/29/21 8AM</p> <p>5. Patient Education Care Plan/Peer Evaluation : Due: 11/29/21 8AM</p> <p>Self-Study: Application Exercises: Review Questions at end of Chapter 1 (eBook)</p> <p>Work Ethics Packet: Topics</p> <p>A. Attendance B. Character C. Teamwork D. Appearance E. Productivity F. Attitude G. Organizational Skills H. Communication I. Cooperation J. Respect</p> <p>Continued on next page</p>	<p>Course 1,2,3,4 Core A, C</p>

Date/Day	Lesson	Content	Assignments and Exams Due Dates	Competency Area
<p><i>Continued</i> 11/15/2021 Monday Day 1:</p>	<p><i>Continued</i></p>	<p><i>Continued</i> Class discussion: Student chooses a leader that is admired. Be prepared to explain qualities in the chosen leader.</p> <p>Students will have prep time for Group Presentation due next week on Work Ethics Topics E-H.</p>	<p><i>Continued</i> ATI The Leader</p> <ol style="list-style-type: none"> 1. The Leader: Case 1 2. The Leader: Case 2 3. The Leader: Case 3 4. The Leader: Case 4 5. The Leader: Case 5 <p>ATI Skills Module 3.0</p> <ol style="list-style-type: none"> 6. Healthcare Fraud, Waste, and Abuse Prevention <p>ATI Assignments are due 11/29/2021 by 8AM</p>	<p><i>Continued</i></p>

<p>11/22/2021 Monday Day 2</p>	<p>Guest Speaker via WebEx 0900-1000</p> <p><i>Fundamentals of Nursing Care, Concepts, Connections and Skills</i> textbook</p> <p>Chapter 2</p> <p>Chapter 3</p> <p><i>Nursing Leadership and Management, Edition 8:</i> ATI Content Mastery Series book</p> <p>Chapter 2</p> <p>Chapter 3</p>	<p>Brooke J. Marsh, BSN, RN: Emanuel Medical Center Emergency Department Manager</p> <p>Health Care Delivery, Settings and Economics</p> <p>Ethics, Law, and Delegation in Nursing</p> <p>Coordinating Client Care</p> <p>Management of Care</p> <p>Work Ethics Group Presentations: Topics 5-8</p> <p>Assign groups for Education Care Plan</p> <p>Class discussion: How to resolve conflict?</p> <p>How do I get a job? Interview, cover letters, resume, and Thank You Notes How do I leave a job? Giving notice/Resignation</p>	<p>Discussion of excellence in nursing leadership</p> <p>Self-Study: Application Exercises: Review Questions at end of Chapter 2 and Chapter 3 (eBook)</p> <p>Complete Peer Evaluations</p> <p>Review Conflict Resolution Assignment</p> <p>Leadership Handouts</p> <ul style="list-style-type: none"> 7. Dos and Don'ts of a Good Cover Letter 8. Resume 9. How to Write a Letter of Resignation 	<p>Course 1,2,4 Core A,C</p>
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<p>11/29/2021 Monday Day 3 65 Percentile</p>	<p><i>Fundamentals of Nursing Care, Concepts, Connections and Skills</i> textbook</p> <p>Chapter 6</p> <p>Chapter 8</p> <p><i>Nursing Leadership and Management, Edition 8:</i> ATI Content Mastery Series book</p> <p>Chapter 4</p> <p>Chapter 5</p>	<p>Communication and Relationships</p> <p>Ethic, Cultural and Spiritual Aspects of Care</p> <p>Maintaining a Safe Environment</p> <p>Facility Protocols</p> <p>Group Presentation: Patient Education Care Plans</p> <p>Class Discussion: Work Ethics Topics I and J (Groups)</p> <p>NCLEX PN (National Council Licensure Examination: Practical Nursing) Preparation Review Need to Know NCSBN (National Council of State Boards of Nursing)</p> <p>Leadership Comprehensive Exam is scheduled at the end of this class day.</p>	<p>Self-Study: Application Exercises: Review Questions at end of Chapter 4 and Chapter 5 (eBook)</p> <p>Complete Peer Evaluations</p> <p>Students to visit website and review requirements for NCLEX PN Exam https://ncsbn.org/nclex.html</p>	<p>Course 1,2,3,4 Core A,C</p>
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COURSE COMPETENCY AREAS:

1. Application of the Nursing Process
2. Supervisory Skills including prioritizing, delegation, and conflict resolution.
3. Client education methods
4. Group Dynamics

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.