



PNSG 2030/ Nursing Fundamentals
COURSE SYLLABUS
Fall Semester 2017

COURSE INFORMATION

Credit Hours/Minutes: 2/3000

Class Location: Gillis Building Room 748

Class Meets: Monday- Thursday 1430-1605

CRN: 20302

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Summer Moore BSN, RN

Office Location: Gillis Building Office 819

Office Hours: 0730-0830 & 1615-1730

Email Address: smoore@southeasterntech.edu

Phone: 912-538-3201

Fax Number: 912-538-3106

Tutoring Hours: Please schedule an appointment

REQUIRED TEXT

- (1). Fundamental Nursing Skills and Concepts with Prep U, 11th edition, Lippincott
- (2). Nursing Care Plans 8th edition, FA Davis
- (3). Nursing 2017 Drug Handbook, Lippincott
- (4). Understanding Medical Surgical Nursing, 5th edition, FA Davis by Williams & Hopper
- (5). Skills Forms/Clinical Forms packet (in our bookstore)

OPTIONAL TEXT:

- (1). Study Guide for Timby's Fundamental Nursing Skills and Concepts, 11th edition, Lippincott
- (2). Comprehensive Review for the NCLEX-PN Examination, 6th edition, Saunders by Silverstri
- (3). Understanding Medical Surgical Nursing Student Workbook, 5th edition, FA Davis, by Williams & Hopper

REQUIRED SUPPLIES & SOFTWARE

- (1). ATI testing web service
- (2). Prep U, 11th edition, Lippincott
- (3). Ear phones (for ATI Skills Modules)
- (4). Large 3 ring binder
- (5). Full uniform including: medium bandage scissors, stethoscope, blood pressure cuff, watch with second hand & penlight

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	Recognize the legal implication of negligence.	Cognitive	Analysis
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

	Infections Control and Blood-borne/Airborne Pathogens	Learning Domain	Level of Learning
1	Differentiate 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	Analysis
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

	Emergency Care/First Aid and Triage Basic	Learning Domain	Level of Learning
1	The student may participate in a course from an accredited agency (American Safety and Health Institute, American Heart Association, American Red Cross) leading to certification in First Aid in lieu of the following recommended learning outcomes.	Cognitive	Application
2	Perform initial assessment.	Psychomotor	Guided Response
3	Demonstrate various techniques for control of bleeding.	Psychomotor	Guided Response
4	Describe first aid for various types of shock.	Cognitive	Comprehension
5	Apply bandages and splints.	Psychomotor	Mechanism
6	Describe assessment and treatment of burns, poisoning, seizures, insect stings/bites, heat and cold exposure, syncope.	Cognitive	Comprehension

	Basic Life Support	Learning Domain	Level of Learning
1	Demonstrate certification in basic life support for healthcare providers (including 2 person CPR) by a certified instructor from American Heart Association; American Red Cross; or CPR-PRO For the Professional Rescuer from the American Health and Safety Institute.	Psychomotor	Guided Response

	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	Integrate concepts of infection control to include but not be limited to sterile technique, handling sterile equipment and supplies.	Psychomotor	Complex 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
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
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	Integrate the orientation processes of healthcare agencies.	Psychomotor	Complex Response
45	Discuss emotional and physical needs of the dying client including nursing care and the available support networks.	Cognitive	Comprehension
46	Demonstrate techniques for administering post-mortem care including appropriate documentation.	Psychomotor	Guided Response

Basic Computer Skills Related to Health Care

Order	Description	Learning Domain	Level of Learning
1	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.

STUDENT REQUIREMENTS

Students are expected to complete all exams and daily assignments. A unit exam average of 70% or above for the unit exams must be obtained in order to take the final exam. A course grade of 70% must be obtained in order to advance into future nursing courses.

Students must make 100% on a calculation exam before attending clinical each semester. There is a 30 minute time limit on the exam. Student may take the drug calculation exam a maximum of **THREE** attempts per semester. **Each attempt will be different, but similar version. If the student fails the calculation exam on the 3rd attempt, the student will receive a grade of F for the course and will not be allowed to progress in the program.**

No assignment opportunities will be given for extra credit. Any unit test grade will be entered as is to the nearest 10th. No scores will be rounded (up or down). This rule applies to every grade issued during this semester. All final averages will be recorded as is (i.e. a 69.9 is a 69.9).

During an examination, students are required to place all textbooks and personal property on the floor in the front of the classroom. Students will be required to rotate seats prior to testing per instructions from the instructor. No talking is allowed once the exam begins. Once the exam begins, students will not be allowed to exit the classroom until the exam is completed. 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**

It is highly recommended that students take full advantage of the all resources available to them; workbooks, end of chapter review questions, NCLEX-PN review questions, and internet sources but, will be **REQUIRED** to complete **all ATI assignments and Prep U assignments** that correspond with covered chapters. **ATI assignments and Prep U assignments must be completed with a passing score or as instructed by instructor; print out report(s) and turn in prior to test.**

If these requirements are not met the student will not be allowed to take the exam. This will be counted as the 1 make-up exam unless the student has already missed a previous test and then it will be counted as a zero for the exam. The make-up exam is subject to a 10 point deduction if the student does not provide the instructor with an excused absence.

All students are responsible for bringing their skills check off notebook with them to the skills lab. Failure to have the check off notebook will result in a zero for the day and will be considered an absence.

Power points for each chapter and the necessary skills check off sheets 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.

REMEDATION PROCEDURE:

Failure to pass any regular examination with a minimum grade of 70 or above will result in mandatory remediation of the material covered in the exam. Remediation assignments are non-negotiable. The Student Remediation Conference Form will be completed, and the student must complete a remediation assignment. For the designated remediation assignment, the student will be given a written assignment based on the weak area(s) noted on the exam. All remediation assignments must be completed before the student will be allowed to take the final exam.

***ATTENDANCE GUIDELINES**

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of F and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

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.

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.

Tardy means arriving after the scheduled time for instruction to begin. Early departure means leaving before the end of the scheduled time. Three (3) tardies or early departures equal one (1) absence for the course. **A tardy will be issued if a student has missed less than 20% of instructional class time. An automatic absence will be issued if the student misses greater than 20% of instructional class time. This averages out to 10 minutes per hour. For example, in this class which meets from 2:00-3:35, a student will be counted tardy if he/she arrives between 2:01 and 2:19. After 2:19, the student will be counted absent. Early departures are calculated in the same manner.**

For this class, which meets 4 days a week for 10 weeks, the maximum number of days a student may miss is 3 days during the semester

SPECIAL NEEDS

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu, to coordinate reasonable accommodations.

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 advise me and make appropriate arrangements with Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (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" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

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. All grades, including grades 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.

EXIT EXAM

Prior to graduation from the STC PN program, the student is required to pass the ATI PN Comprehensive Predictor Exit Exam with a minimum 90% predicted probability of passing NCLEX. This is a requirement for graduation and not an option. The student will have three chances to achieve this. If the student does not meet the required percentage on the first try, the student may retake the exam. On the second try, if the student does not achieve the required percentage then the student will remediate with an instructor in the deficient content areas prior to retaking the exam for the third try. The student will be required to pay for the exam if a third attempt is required. If on the third try the percentage is not achieved, the student must retake the nursing courses which include the deficient content material. The student will also receive a grade of "F" in PNSG 2415.

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 re-take 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.

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:

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" 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 and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, 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 school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

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 hthomas@southeasterntech.edu	Blythe Wilcox, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3147 bwilcox@southeasterntech.edu

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 [STC website](#).

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
Schedule Exams	75%
Final Exam	25%

** Lab Skills Check-offs P/F (Failure x 2 attempts will constitute a grade of F for course)

GRADING SCALE

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

Each student's final course grade will be determined as follows:

Unit exam grade x 0.75 = _____

Final exam grade x 0.25 = + _____

Numerical course grade = _____

PNSG 2030/ Nursing Fundamentals

Fall Semester 2017 lesson plan

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 1 Mon 8/14/17	Class Begins	<p style="text-align: center;">ATI Fee DUE \$800.00 pay in Student Affairs</p> <p style="text-align: center;">Review syllabus and lesson plan & Handbook</p> <p style="text-align: center;">Review and sign paperwork for policies and procedures of STC and nursing program.</p> <p style="text-align: center;">Review books/resource materials</p> <p style="text-align: center;">Register with ATI</p> <p style="text-align: center;">ATI -Nurse Logic 2.0 Critical Thinking/Learning Styles Learning Strategies</p> <p style="text-align: center;">ATI – Achieve Test Taking Tips/Test Anxiety</p>	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 1,7 Core A,B,C
Tues 08/15/17	CH 1 CH 2	<p style="text-align: center;">Nursing Foundations Nursing Process Create a care plan</p> <p style="text-align: center;">Demonstrate use of nursing process.</p>	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook	Course 1,6 Core A,B,C
Wed 08/16/17	CH 3	<p style="text-align: center;">Law and Ethics (Last day Drop/ Add)</p>	Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 2,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Thurs 08/17/17	CH 4	Health and Illness	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module: Health Care Fraud, Waste, and Abuse	Course 1,7 Core A,B,C
Week 2 Mon 08/21/17	CH 6	Culture and Ethnicity	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module: Health Care Fraud, Waste, and Abuse	Course 1,6,7 Core A,B,C
Tues 08/22/17	CH 1,2,3,4,6	Continuation: Ch. 1,2,3,4 & 6 All ati skills modules with printed certificates need to be complete and turned in on test day or you will not be allowed to test!!	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Study for test. ATI Skills Module: Health Care Fraud, Waste, and Abuse	Course 1,2,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Wed 08/23/17	CH 7	<p style="text-align: center;">Exam # 1 Chapters 1,2,3,4 & 6</p> <p style="text-align: center;">The Nurse – Client Relationship</p>	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 1,2,6,7 Core A,B,C
Thurs 08/24/17	CH 7 CH 8	<p style="text-align: center;">The Nurse – Client Relationship</p> <p style="text-align: center;">Demonstrate the use of therapeutic aspects of professional relations as it relates to clients, family and the interdisciplinary healthcare team.</p> <p style="text-align: center;">Client Teaching</p>	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 1,6,7 Core A,B,C
Week 3 Mon 08/28/17	CH 8 CH 9	<p style="text-align: center;">Client Teaching</p> <p style="text-align: center;">Recording and Reporting</p> <p style="text-align: center;">Demonstrate documentation of nursing care.</p>	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module: HIPAA	Course 1,2,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Tues 08/29//17	CH 10 CH 22	Asepsis Infection Control	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module: Infection Control	Course 1,3,6,7 Core A,B,C
Wed 08/30/17	CH 10	Asepsis LAB Demonstrate pre and post exposure precautions to include handwashing, gloving (sterile/nonsterile), Personal Protective Equipment (PPE). *Bloodborne Pathogens & OSHA Training & Competency Test All ati skills modules with printed certificates need to be complete and turned in on test day or you will not be allowed to test!!	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module – Surgical Asepsis	Course 1,3,6,7 Core A,B,C
Thurs 08/31/17	CH 12	Exam # 2 Chapters 7,8,9,10 Vital Signs Watch and Learn: Measuring Oral Temp, Radial Pulse, Respiratory Rate, and Blood Pressure; Measuring Apical Pulse. Vital Signs: Demonstrate proficiency in obtaining and documenting blood pressure, temperature, pulse, respiration, blood sugar, weight and height	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module – Vital Signs	Course 1,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 4 Mon 09/04/17		Labor Day Holiday No School (Practice taking vital signs)	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module Physical Assessment Adult	
Tues 09/05/17	CH 13 CH 22 (peds) CH 14	Physical Assessment Health Care Adaptations for the child & Family. (pg486-501) (Introduction to Maternity & Pediatric Nursing) Special Examinations and Tests	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module Physical Assessment Adult	Course 1,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Wed 09/06/17	CH 15 CH 23	<p style="text-align: center;">Nutrition (Independent Study)</p> <p>Body Mechanics, Positioning & Moving Watch & Learn Nutrition Administering a Continuous Tube Feeding Using a Feeding Pump & Prefilled, Closed Tube Feeding Set-Up Watch & Learn: Body Mechanics; Basic Position: Shearing: Friction; Range of Motion Exercises</p> <p>Demonstrate feeding adults including documentation of feeding.</p> <p>Demonstrate the correct procedure for lifting & appropriate nursing interventions for an immobilized client including documentation.</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercise that correspond with material covered.</p> <p>Read upcoming chapters in Fundamentals textbook.</p> <p>ATI Skills Module- Nutrition, Eating and Feeding.</p> <p>ATI Skills Module- Ambulation, Transferring, and ROM</p>	Course 1,6,7 A,B,C
Thurs 09/07/17		<p style="text-align: center;">LAB Vital Signs/ Physical Assessment practice</p> <p>Demonstrate Head-to-toe physical assessment of an adult client including general appearance and mental functions.</p> <p>Demonstrate proper documentation of a head-to-toe assessment physical.</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.</p>	Course 1,6,7 Core A,B,C
Week 5 Mon 09/11/17		<p style="text-align: center;">LAB Skills Check-offs</p> <p>Head-to-toe physical assessment of an adult client including documentation.</p> <p>All ATI skills modules with printed certificates need to be complete and turned in on test day or you will not be allowed to test!!</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.</p>	Course 1,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Tues 09/12/17		<p style="text-align: center;">Exam # 3</p> <p style="text-align: center;">Chapters 12,13,14,15, 23 & 22 from Introduction to Maternity & Pediatric Nursing</p> <p style="text-align: center;">LAB Skills Check-offs Head-to-toe physical assessment of an adult client including documentation.</p>	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 1,6,7 Core A,B,C
Wed 09/13/17	CH 16 CH 17	<p style="text-align: center;">Fluid and Chemical Balance</p> <p style="text-align: center;">Hygiene Watch and Learn: Hygiene : Giving a Bed Bath</p>	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module: Blood Administration ATI Skills Module: Personal Hygiene	Course 1,6,7 Core A,B,C
Thurs 09/14/17		<p style="text-align: center;">LAB</p> <p style="text-align: center;">Demonstrate techniques for bathing an adult, giving a back rub, and morning and evening care, assisting with activities of daily living including appropriate documentation</p>	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 6 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 6 Mon 09/18/17	CH 18	Comfort, Rest and Sleep Watch and Learn: Making an Occupied Bed LAB Demonstrate techniques for changing an occupied, unoccupied, and a surgical hospital bed.	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 1,6,7 Core A,B,C
Tues 09/19/17	CH 19	Safety Demonstrate use of restraints including documentation of their usage.	Review material covered in class. Complete all end of chapter exercises (optional), workbook exercises, Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 6 Core A,B,C
Wed 09/20/17		LAB Demonstrate use of restraints including documentation of their usage. All ATI skills modules with printed certificates need to be complete and turned in on test day or you will not be allowed to test!!	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 6 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Thurs 09/21/17	CH 21	<p style="text-align: center;">Exam # 4 Chapters 16,17,18,19</p> <p style="text-align: center;">Oxygenation</p> <p>Watch and Learn: Oxygenation: Nasopharyngeal Suctioning</p> <p style="text-align: center;">**Precheck fee due \$84.50 pay online bring receipt to instructor Deadline to Order Uniforms</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.</p> <p>ATI Skills Module Closed Chest Drainage</p>	<p>Course 6 Core A,B,C</p>
<p>Week 7 Mon 09/25/17</p>	<p>CH 21 CH 36</p>	<p style="text-align: center;">Oxygenation</p> <p style="text-align: center;">Airway management</p> <p>Watch and Learn: Tracheostomy Care: Providing Tracheostomy Care Using a Disposable Inner Cannula</p> <p style="text-align: center;">*IMMUNIZATIONS DUE*</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.</p> <p>ATI Skills Module- Oxygen Therapy ATI Skills Module- Airway Management</p>	<p>Course 1,6,7 Core A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Tues 09/26/17		<p align="center">9 AM CPR/FIRST AID \$40 FIT TEST \$20</p> <p align="center">Economic Development Center Vidalia Ga. 100 A Brinson Road Vidalia, Ga. 30474 Tommy Jenkins 912-538-3200</p> <p align="center">Demonstrate various techniques for control of bleeding.</p> <p align="center">Demonstrate certification in basic life support for healthcare providers (including 2 person CPR) by a certified instructor from American Heart Association</p> <p align="center">(65% Point)</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook</p>	<p>Course 6 Core A,B,C</p>
Wed 09/27/17		<p align="center">LAB</p> <p>Demonstrate use of oxygen therapy including appropriate documentation.</p> <p>Demonstrate suctioning techniques such as oral, nasotracheal, and tracheostomy suctioning including appropriate documentation.</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.</p>	
Thurs 09/28/17	CH 27	<p align="center">Perioperative Care</p> <p align="center">Watch and Learn: Perioperative Nursing: Postoperative Nursing Care on the Day of Surgery</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.</p> <p>ATI Skills Module: Pain Management</p>	<p>Course 1,3,6,7 Core A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
<p>Week 8 Mon 10/02/17</p>	<p>CH 28</p>	<p>Wound Care</p> <p>Watch and Learn: Skin Integrity & Wound Care, Irrigating a Wound Using Sterile Technique.</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.</p> <p>ATI Skills Module: Wound Care</p>	<p>Course 1,6,7 Core A,B,C</p>
<p>Tue 10/03/17</p>		<p>LAB</p> <p>Demonstrate techniques for wound care including documentation of these techniques</p> <p>Demonstrate techniques for wound irrigation including appropriate documentation</p> <p>Demonstrate techniques for application of sterile dressings, bandages, and binders including documentation of these techniques</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.</p>	<p>Course 4,5 Core A,B,C</p>
<p>Wed 10/04/17</p>		<p>LAB</p> <p>Demonstrate techniques for applying hot and cold treatments including documentation of these techniques.</p> <p>Demonstrate techniques for administering immediate postoperative care including appropriate documentation</p> <p>All ATI skills modules with printed certificates need to be complete and turned in on test day or you will not be allowed to test!!</p>	<p>Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.</p>	<p>Course 1,3,6 Core A,B,C</p>

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Thurs 10/05/17	CH 29	<p style="text-align: center;">Exam # 5 Chapters 21,22,26,27,28 & 36</p> <p style="text-align: center;">Gastrointestinal Intubation</p> <p style="text-align: center;">Watch and Learn: Inserting a Nasogastric Tube</p>	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 6 Core A,B,C
Week 9 Mon 10/09/17	CH 30 CH 31	<p style="text-align: center;">Urinary Elimination Bowel Elimination</p> <p style="text-align: center;">Watch and Learn: Urinary Elimination: Applying a Condom Catheter</p> <p style="text-align: center;">Watch and Learn: Urinary Catheters: Catheterizing the Male Urinary Bladder: Indwelling and intermittent Catheters</p> <p style="text-align: center;">Watch and Learn: Bowel Elimination: Changing an Ostomy Appliance</p>	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module- NG Intubation ATI Skills Module- Enteral Tube Feedings	Course 1,3,6,7 Core A,B,C
Tues 10/10/17		<p style="text-align: center;">Drug Calculation Exam #1</p> <p style="text-align: center;">LAB</p> <p style="text-align: center;">Demonstrate assisting a client with a bedpan, urinal, or bedside commode.</p> <p style="text-align: center;">Demonstrate techniques for urinary catheterization including appropriate documentation.</p>	Review material covered in class. Complete all end of chapter exercises (optional), workbook exercises, Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook. ATI Skills Module Specimen Collection ATI Skills Module- Urinary catheter care ATI Skills Module- Ostomy Care ATI Skills Module- Enemas	Course 1,3,6,7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Wed 10/11/17		ATI Proctored Assessment Critical Thinking Demonstrate measurement of fluid intake and output including documentation of these measurements LAB Demonstrate techniques for administering an enema including appropriate documentation. Demonstrate techniques for collecting urine and stool specimens including appropriate documentation. *Intake & Output Calculations*.	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 1,3,6 Core A,B,C
Thurs 10/12/17	CH 38	End of Life Care GUEST SPEAKER *On Swainsboro Campus* LAB Demonstrate techniques for administering post-mortem care including appropriate documentation. Drug Calculation Exam # 2 All ATI skills modules with printed certificates need to be complete and turned in on test day or you will not be allowed to test!!	Review material covered in class. Complete all end of chapter exercises, workbook exercises (optional), Prep U exercises that correspond with material covered. Read upcoming chapters in fundamentals textbook.	Course 3,6,7 Core A,B,C
Week 10 Mon 10/16/17		Exam # 6 Chapters 29,30,31, & 38 ATI :Fundamentals Practice Assessment A	Review material covered in class. Begin studying for final exam.	Course 1-7 Core A,B,C
Tues 10/17/17		Drug Calculation Exam # 3 ATI: Fundamentals Practice Assessment B ATI: fundamentals practice assessment A & B with printed certificates need to be complete and turned in on test day or you will not be allowed to take final!!	Review ATI analysis from practice assessment. Continue studying for final exam.	Course 1-7 Core A,B,C

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Wed 10/18/17		Final Exam		Course 1-7 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.) Basic Life Support
- 6.) Client Care
- 7.) Basic Computer Skills Related to Health 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 Statements**

***Instructor reserves the right to change the syllabus and/or lesson plan as necessary. ***

The official copy of the syllabus will be given to the student during face to face class time the first day of the semester. The syllabus displayed in advance of the semester in a location other than the course you are enrolled in is for planning purposes only.