

## Adult Health III COURSE SYLLABUS

COURSE: VNSG 2410 Nursing in Health and Illness III (Level 3 Adult Health Nursing)  
SEMESTER: Summer 2024  
Class Times: Monday's 8:00 am-12:00 pm and Friday's 8:00 am to 11:00 am  
Lab Times: See Blackboard if Applicable  
Instructor: Bret Corey Bradley BSN, RN  
Office: PC 104 F  
Office Hours: Please make an appointment via email.  
Tuesdays 12:00pm -4:00pm and Friday 12:00 pm – 4:00 pm (email to set up appointment).  
Office Phone: 806-716-4405  
E-Mail: [bbradley@southplainscollege.edu](mailto:bbradley@southplainscollege.edu)

*"South Plains College improves each student's life."*

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### GENERAL COURSE INFORMATION

It is the responsibility of each student to be familiar with the content and requirements listed in the course syllabus. \*

Prerequisite Courses: VNSG 1400, 1409

Co-requisite (concurrent) courses: VNSG 2461, 1334, 1219, 1331

## COURSE DESCRIPTION (WECM)

Continued study in the principles of growth and development, primary health care needs of the patient across the life span, disease processes and therapeutic nursing interventions. This class is also viewed as an NCLEX prep course.

## STUDENT LEARNING OUTCOMES (DECS)

At the completion of the semester students will:
1. Become a member of the profession
2. Provider of Patient-Centered Care
3. Be a Patient Safety Advocate
4. Become a member of the health care team
5. See textbook specific objectives for each chapter

**COURSE OBJECTIVES** - Outline form (C-5, C-6, C-7, C-8, C-15, C-16, C-17, C-18, C-19, C-20) (F-1, F-2, F-7, F-8, F-9, F-10, F11, F-12)

At the completion of this course the student will:
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1. Describe normal body functions with that of pathological variations.
2. Discuss disease process, assessment, lab data and diagnostics.
3. Assist in formulation of a plan of care utilizing the nursing process for medical-surgical conditions.
4. Provide patient/family education.
5. Demonstrate use of nursing process regarding patient care, nursing interventions and drug therapy
6. Discuss normal aging, system changes, common disease processes, lifestyle changes, common issues and needs during the aging process.
7. Discuss the principles of nutrition, the digestive process, food nutrients, diet therapy and diet modifications.
8. Apply sound nursing principles and concepts to multiple patient situations in a variety of clinical settings.
9. Be fluid in the use of medical terminology.
10. Be present and punctual for all classes with no more than 2 (two) absences.
11. Must pass the course with a minimum of 76 average.

## ACADEMIC INTEGRITY

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

**Cheating** - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.

**Plagiarism** - Offering the work of another as one's own, without proper acknowledgment, is plagiarism. Any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines, websites such as: blogs, journals, or articles, other referenced works, from themes, reports, and/or other writings of a fellow student, is guilty of plagiarism. If there is any suspicion of work completed by Artificial Intelligence (A.I.), the student and their work may be questioned, and if proven that A.I. was used will be considered guilty of plagiarism.

## ARTIFICIAL INTELLIGENCE

### **Purpose of Artificial Intelligence (AI) Applications:**

AI applications such as ChatGPT, OpenAI, Bard, Grammarly, WordTune and others are advanced language models designed to aid and engage in meaningful conversations, as well as generate and revise content. AI is intended to supplement learning, stimulate critical thinking, and enhance academic discourse. However, its use comes with certain responsibilities.

#### **• Academic Integrity:**

Using AI to generate academic work, including essays, reports, or assignments, without proper attribution is a violation of SPC academic integrity policies. Plagiarism undermines the learning process and is strictly prohibited. Students must ensure that their work reflects their own ideas, research, synthesis, and analysis and appropriately cites all sources, including AI.

#### **• Collaboration and Consultation:**

While AI can be a valuable resource, it is essential to strike a balance between seeking assistance and maintaining personal responsibility. Collaboration with peers, consulting instructors, and utilizing other approved learning resources should be prioritized. Overreliance on AI for solutions without actively engaging in the learning process is discouraged and can be grounds for academic integrity violations. Utilizing AI as a tool for brainstorming or research is allowed but the writing should be the student's own work and thoughts.

### • **Critical Thinking and Originality:**

AI usage can provide suggestions and information, but it is essential to critically evaluate the responses and exercise independent thought. Relying solely on AI for answers deprives students of the opportunity to develop their analytical and problem-solving skills. In assignments where originality, creativity, and independent thinking are valued, AI would be detrimental to the student learning process. Critical thinking and originality emphasize the importance of independent thinking in all academic endeavors as part of the student's learning experience apart from outside influence and offers the student the opportunity to refine their unique, individual voice through academic discourse with other students and faculty.

### • **Ethical Use and Bias Awareness:**

AI is trained on large amounts of data from the internet, which may include biased or inaccurate information. Be mindful of the potential for bias and critically evaluate the responses provided by AI. Therefore, when using AI, just like with using any other database, students must verify that the information is from reliable sources, question any potential biases, and ensure that the information and sources used in the paper are neutral, peer-reviewed sources.

### • **Responsible Engagement:**

Students should engage with AI in a respectful and responsible manner and avoid using offensive language, discriminatory remarks, or engaging in any form of harassment or inappropriate behavior. Students should also uphold the standards of respectful communication in addressing both AI and fellow classmates.

### • **Compliance with South Plains College Policies:**

Policies regarding the appropriate use of AI in South Plains College courses are set by instructional departments and individual instructors. Appropriate use of AI may range from strict prohibition to assignments they may require the use of AI. Misusing or violating the guidelines outlined in this syllabus warning may result in disciplinary action, including academic penalties. Students are expected to familiarize themselves with the specific course policies regarding the use of AI and adhere to them throughout the semester.

• Remember, AI can be a tool to support your learning in certain courses and assignments, but it cannot replace the critical thinking, creativity, and independent work that are integral to your overall academic growth.

## VERIFICATION OF WORKPLACE COMPETENCIES

Vocational nurses are expected to know the structure and function of each area of the human body.

## BLACKBOARD

Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course throughout the semester.

## SCANS and FOUNDATION SKILLS

Refer also to Course Objectives.

## SPECIFIC COURSE INFORMATION

### TEXT REQUIREMENTS

1. Watkins, C. J. (2022). Pharmacology Clear & Simple. (4th ed). F.A. Davis.
2. Williams, L., & Hopper, P. (2019). Understanding Medical Surgical Nursing, (7th ed.), F.A. Davis. ISBN #978-1-7196-4458-7
3. Williams, L., & Hopper, P. (2019) Study Workbook for Understanding Medical Surgical Nursing, (7<sup>th</sup> ed.), F.A. Davis. ISBN #978-1-7196-4459-4
4. VanLeeuwen, A., & Bladh, M. (2021). Davis's Comprehensive Manual of Laboratory & Diagnostic Tests with Nursing Implications. (9<sup>th</sup> ed.). F.A. Davis. ISBN # 9781719640589

5. Vallerand, A., & Sanoski, C. (2023). Davis Drug Guide for Nurses, (18<sup>th</sup> ed.). F.A. Davis. ISBN # 9781719646406
6. Venes, D. (Ed.). (2021). Taber's Cyclopedic Medical Dictionary (24th ed.). Philadelphia: F.A. Davis Company.

**These books and online resources are required, it is not a suggestion. This was on your required list before school started!! You cannot do your assignments or study without them!!**

**Additional Items:** Students should come to class prepared with pens, pencils, and a spiral notebook for taking notes or completed quizzes or assignments in class. Students should be prepared to take notes over lecture material if they choose. You may use your computer for this course content only in the classroom. Follow student conduct guidelines for appropriate use of electronics in the classroom.

## **ATTENDANCE POLICY**

Students are expected to attend all classes in order to be successful in a course. Learning is fostered in the classroom environment. Missing even one lecture/class activity can negatively impact student performance; therefore, classroom attendance is mandatory, and students are accountable to attend and be on time for class. Students must be in their seat ready for class at the scheduled time.

Attendance is taken for each class by signature page or via a verbal roll call by the instructor; it may be taken several times during a class period. A student who is not present at any point when attendance is taken will be marked "absent." A student is not allowed to disrupt the class due to tardiness. A student who is late and arrives after the door is closed may come into the classroom quietly to hear the lecture, BUT the student will still be marked as "absent". Students who are late for an exam will not be allowed to take the exam and are counted as "absent". Students who do not return to class after an exam are counted as "absent." If the student is asked to leave the classroom for any reason (sleeping, talking or other inappropriate behavior), the student is given an absence. Students who "forget" to sign in are counted as absent.

A student who exceeds **3 absences** in this course does not meet the course objectives and will be withdrawn from the Vocational Nursing Program\*

\*If the student has a documented emergency that leads to **exceeding 3 absences**, the student will be responsible for notifying the instructor. The student must present evidence to the VESC regarding the reasons for all absences. The VESC will review and determine if a true emergency existed for each of the absences. Failure to plan (childcare, transportation, traffic, tardiness) is not an eligible emergency. There are absences available in each course in case one of these needs arises. However, exceeding absences is grounds for dismissal. Should you use an absence, please be aware that if you encounter a true emergency later in the semester and you have already used your absence for a non-emergency, the attendance policy will be upheld, and you may be dismissed from the VNP. The decision of the VESC committee is final.

**As a matter of courtesy and professional behavior, a student who is going to be absent must email the course instructor and inform the instructor of the pending absence.**

Breaks are given during the lecture time. Because we must closely monitor student movement in the building, you may only have a break when one is given. Coming in and out of the classroom during class/lab causes a distraction. If you leave the classroom or lab for any reason outside of the assigned break time, you may be counted absent per instructor discretion. Students should use break times wisely by going to the bathroom, getting refreshments, etc. rather than spending time on cell phones and then wanting to go to the bathroom when class starts. If you are not back at the designated time after a break, you are counted absent.

**COVID policy:** See VN Student Handbook

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu) or 806-716-2376. SPC will follow the recommended 5-day isolation period for individuals that test positive. Please note that day 0 is the date of positive test. Day 1 begins the first full day after the date of positive result. Proof of a positive test is required. A home test is sufficient, but students must submit a photo of the positive result. The date of the test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu).

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to your return date if still symptomatic at the end of the 5-day isolation.

Exposed individuals will not be required to quarantine. If exposed, SPC does request individuals closely monitor themselves. If an individual does become symptomatic, please do not attend class and get tested.

Should a student become ill (example of illness: fever; nausea/vomiting that is *not* due to pregnancy; diarrhea or any other communicable disease). A physician's release must be submitted when the student is treated by a physician. (per Handbook policy)

4.1-B Tardy: Tardiness is not accepted in the Vocational Nursing Program. Students are either present and on time or they are absent. Once the door to the classroom/lab is shut, that signals that class has started and the student will be counted absent. The student may still join the class to receive content but will still receive the absence. See Exam policy regarding expectations on tardiness for exams.

#### 4.1-C. ATTENDANCE RECORDS

Because the student is an adult learner, each student should keep his/her own record of absence. Faculty is under NO obligation to inform a student of absences; the student will be notified when he/she no longer meets program objectives because of excessive absences and the student is being withdrawn. Should the student believe a discrepancy exists, the student should submit the notice in writing to the Program Director within 24 hours of notification.

#### Dropping a class

Students should submit a [Student Initiated Drop Form](#) online.

**Students will not be required to obtain an instructor signature to drop**, however, we do encourage students to communicate with instructors or advisors prior to dropping a course when they are able. **There will be no charge for drops for the fall or spring semesters.**

#### Withdrawing from all classes

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting <http://www.southplainscollege.edu/admission-aid/advising/spcadvisors.php> or by calling 806-716-2366.

### **Schedule Change (after late registration and before census date)**

To make a schedule change after late registration (August 28) and before the census date (September 9), students should submit a **Schedule Change Form.**

After late registration, adding a class requires instructor approval. If a student is requesting to be added to one of your courses and you approve, please email [registrar@southplainscollege.edu](mailto:registrar@southplainscollege.edu) with your approval. This can take the place of signature on the Schedule Change Form that we have required in the past.

### **ASSIGNMENT POLICY**

All assignments must be completed by the assigned due date. **Late and/or incomplete work will not be accepted and a grade of zero will be recorded. Assignments, quizzes, pop quizzes, exams, skills, and any other assignment that are missed due to an absence may not be made up.** (alternate assignments may be assigned if absent for COVID) See the student handbook for Covid policies)

It is the responsibility of the student to be informed of class progress and assignments and to come to class prepared to participate in discussion, to turn in any assignments due, and/or take the quiz or test scheduled for that day. **Reading any assigned material assists the student to listen to the lecture with a higher degree of acuity and to participate in class discussion more effectively.** A student cannot expect to understand what is being said in class when s/he has had no previous contact with the ideas or terms related to a given topic.

Students should retain a photocopy or computer-accessible file of all assignments turned in. Always have a backup copy. All work is submitted via the Blackboard classroom, ATI course or any other method per instructor instructions or directions.

**Assignments are not accepted by email.** You must submit the assignment in the appropriate location (BlackBoard, ATI, etc.) depending upon the assignment **and it is your responsibility** to make sure that you do not upload blank documents and that your document **can be opened on a PC, because not all Mac files are able to convert.** If you submit a blank document or a file that cannot be opened, it will not be accepted, unless informing instructor a minimum of **two hours** prior to deadline. If within this timeframe, instructor can clear the previous attempt and allow student to resubmit before the deadline. Again, it is your responsibility to make sure it is compatible, not blank and submitted appropriately.

**Workbook/Study Guide:** The workbook is designed to give learners of all styles the opportunity to enhance learning this material. There will be homework that is assigned using the Study guide that will be turned in.

The handbooks that accompany the text books offer the students different learning styles or ways of comprehending information. Students struggling to understand the text should refer to these additional books. Students may also access the published website for additional helps.

**Ticket to class:** Assignments will be given as your “ticket to class” these will be posted to BlackBoard with directions. You must present these prior to class time starting. You will not be able to enter class until you are able to turn in your completed “ticket”. Understand that if you come to class unprepared and without your “ticket” completed as assigned, you may miss lecture content and class activities while you complete the “ticket” outside of the classroom.

**Remediation:** Remediation assignments will be given to students who: 1) Receive lower than 76% on an Exam and 2) Lower than the expected grade assigned for the ATI Content Mastery Exam. Remediation for exams will be at the instructor’s discretion and must be turned in prior to the next scheduled exam or as assigned per instructor. Remediation for the ATI content mastery exam must be turned in before the Final exam for the student to take the final. The student should meet with the instructor within 48 hours of the grade posting to receive remediation instructions. Please email the instructor to set up the meeting time.

## COMPUTER USAGE

As computer technology in the field of health occupations continues to become more popular, computers or tablets will be used in this course. All students must have access to computers, web cam, microphones and printers. Some may be available on the South Plains College campus. Students will be expected to utilize computers or tablets to access assignments, classroom resources, Zoom Meetings and possibly exams. Do not initiate a user password on your tablet this makes it difficult for it to be reused for the next class. All registered students are supplied with a working email account from South Plains College. The use of TikTok is prohibited on SPC devices and WiFi. TikTok may not be used for online assignments.

## CLASSROOM COMPUTER POLICY

Although current educational research still confirms that the best learning/notetaking system is paper and pen (Mueller & Oppenheimer, 2014), in keeping with current technology trends, the faculty will allow computer or tablet usage in the classroom setting (cell phones remain prohibited).

The following guidelines apply:

- Computers or tablets must be fully charged for use in the classroom
- For safety and limited electric access, no computers may be plugged in to the wall during class
- Devices may be charged during the lunch time or before/after class
- Computers may not be in the classroom during exams
- The individual student is solely responsible for the security of each device.
- **Current course class materials are the only things that should be pulled up on the student computer during class**
- **Students who are shopping, answering email, playing games or engaged in other types of computer activities during the lecture will be barred from computer use in the future.**
- Students must follow the SPC guidelines regarding internet access and computer use.
- All notifications should be **off** and keyboards on silent.
- Each individual instructor has the option to cancel computer use in the individual course or for a specific session based on the curriculum presented.
- **Should computer-usage become too distracting for the class as a whole or be found to interfere with student learning (success), this policy can be cancelled without notice.**

**ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USER NAME AND PASSWORD.**

## COMPUTER LAB USAGE

The computer lab may be used by students during scheduled open hours. Under **no** circumstances may TikTok be used on SPC internet or SPC computers.

## EXAMS

Exams are a measurement of learning, and while they do not measure ALL learning, exams are the instruments used in the academic setting to measure learning. Because of the nature of this material and of nursing, ALL information in this course is important. **Someday, the student in the role of the vocational nurse may be the only person to stand between the patient and harm or death. Therefore, the student is NOT merely studying to pass the exam but studying to intervene on the behalf of the patient.**

Exams are administered in a campus computer lab using ATI. Students are expected to arrive on time for exams and complete the exams within the time frame allowed. You will not be permitted to take your exam past the scheduled time unless arrangements are made in advance for extenuating circumstances. Due to the ever-changing COVID conditions it is possible that you may take exams on ATI or have it proctored or on Blackboard with Proctorio. **It is your responsibility to make sure that you have working computers with a web cam and a microphone and reliable internet.**

In addition to the course unit exams, students will be required to take ATI Content Mastery Exams. The purpose of these exams is to evaluate the competency of the student's knowledge of critical concepts for entry into professional nursing.

The ATI Content Mastery Exam will be scheduled by your instructor and will possibly be scheduled outside of your regular course time. **Please watch for this date to be added to your schedule if they are not already present.** This exam gives the student analytics to let them know what they are strong in and what they are weak in. Following the ATI Content Mastery Exams, the student will have a remediation plan assigned by the instructor.

Exams may cover information given during lectures, handouts, movies, website links, ATI and assigned reading of the texts. **At the completion of the course a *comprehensive* final examination will be given.** Exams will be in the form of, but not limited to, multiple choice, matching, select all that apply, completion, CJE, Hot spot and drag and drop, and True/False.

1. ***No hats, caps, blankets, backpacks, food, drinks, cell phones, or smart watches*** are allowed in the classroom during exams. If students are wearing long sleeves, the sleeves must be pulled up to the elbow.
2. All cell phones should be in your vehicle. ***If a cell phone/ smart watch is seen or heard during an exam, the exam will be taken up and a 50 will be given regardless of how many questions have been answered.***

- Exam Grades will be posted to students within 48 hrs. Other assignments will post within 7 days.
- Each student should know current course averages for all classes.
- **Students must earn a "C" (76) or better in this class for progression.**
- Students have the opportunity to review all grades as they are recorded. Should the student have any questions about a specific grade or specific test question, the student must discuss this with the instructor within 48 hours of notification of grade assignment. Once the 48 hours have passed without the student questioning the grade or question. **The assigned grade is final and may not be challenged at the end of the course.**
- The final exam grade and a numerical course grade will **NOT** be posted on BlackBoard. The final course grade will be posted to CampusConnect as the transcribed letter grade.
- Once grades are posted, an exam is ready for review. A student may email instructor for an appointment to meet review the exam.
- **Grades will not be given or discussed by email or phone only posted to Blackboard.**

### MISSED EXAMS/MAKEUP WORK

- **There will be NO make-up exams for a missed unit exam.** Since the final exam is **comprehensive** (meaning that it covers the entire course), the final exam grade will be substituted for the first missed unit exam grade only.

Should any additional unit exam be missed, a grade of "0" will be recorded.

- **No exams will be given prior to the originally scheduled exam.**
- **If exam is missed for COVID. First test will be exactly as stated above, final exam will be substituted for that exam grade. If a second test is missed refer to the student handbook for Covid policies.**
- No make-up work is accepted for assignments or quizzes completed during class while absent. It will be a zero.
- There is no make up exam for the Final Exam

### GRADING POLICY

**Students must earn an overall grade of 76 or better in this course section to pass.**



Students must complete their course evaluation when available.

Final semester grades will be based on the following:

Unit Exams: 60%

Homework/Assignments/Quizzes/Other 15%

ATI 10%

Final Exam: 15%

Grading Scale: 90-100	A
80-89	B
76-79	C
70-75	D
69 or below	F

**The Final Course grade will not be rounded up.** Example: Your average is 79.8, your grade will be 79 which is a C.

## ATI COMPREHENSIVE PREDICTOR EXAM

Students will also be required to complete ATI modules and a Comprehensive Predictor Examination.

### COMPREHENSIVE PREDICTOR GRADING RUBRIC

(Using a combination of the practice and proctored assessments to achieve 10% of the course grade.)

This sample assumes a course worth 100 points.)

PRACTICE ASSESSMENT	
<b>4 points</b>	
<p style="text-align: center;"><b>Complete Practice Assessment A.</b></p> <p style="text-align: center;"><i>Remediation:</i></p> <ul style="list-style-type: none"> <li>▪ <i>Minimum 1-hour Focused Review on initial attempt</i></li> <li>▪ <i>For each topic missed, complete an active learning template as part of the required remediation <u>process.</u>*</i></li> </ul> <p style="text-align: center;"><i>Take Post Study Quiz (if <u>available</u>)** and complete an active learning template for each topic missed.</i></p>	<p style="text-align: center;"><b>Complete Practice Assessment B.</b></p> <p style="text-align: center;"><i>Remediation:</i></p> <ul style="list-style-type: none"> <li>▪ <i>Minimum 1-hour Focused Review on initial attempt</i></li> <li>▪ <i>For each topic missed, complete an active learning template as part of the required remediation <u>process.</u>*</i></li> </ul> <p style="text-align: center;"><i>Take Post Study Quiz (if <u>available</u>)** and complete an active learning template for each topic missed.</i></p>

STANDARDIZED PROCTORED ASSESSMENT			
<b>95% or above Passing</b>	<b>90% or above Passing</b>	<b>85% or above Passing</b>	<b>84% or below Passing</b>
<b>predictability = 4 points</b>	<b>predictability = 3 points</b>	<b>predictability = 1 point</b>	<b>predictability = 0 points</b>
<p style="text-align: center;"><b>Remediation = 2 points:</b></p> <ul style="list-style-type: none"> <li>▪ <i>Minimum 1-hour Focused Review</i></li> <li>▪ <i>For each topic missed, complete an active learning template as part of the required remediation <u>process.</u>*</i></li> </ul>	<p style="text-align: center;"><b>Remediation = 2 points:</b></p> <ul style="list-style-type: none"> <li>▪ <i>Minimum 2-hour Focused Review</i></li> <li>▪ <i>For each topic missed, complete an active learning template as part of the required remediation <u>process.</u>*</i></li> </ul>	<p style="text-align: center;"><b>Remediation = 2 points:</b></p> <ul style="list-style-type: none"> <li>▪ <i>Minimum 3-hour Focused Review</i></li> <li>▪ <i>For each topic missed, complete an active learning template as part of the required remediation <u>process.</u>*</i></li> </ul>	<p style="text-align: center;"><b>Remediation = 2 points:</b></p> <ul style="list-style-type: none"> <li>▪ <i>Minimum 4-hour Focused Review</i></li> <li>▪ <i>For each topic missed, complete an active learning template as part of the required remediation <u>process.</u>*</i></li> </ul>
<b>10/10 points</b>	<b>9/10 points</b>	<b>7/10 points</b>	<b>6/10 points</b>

#### Proctored Assessment Retake\*\*\*\*

No retakerequired

No retakerequired

Retake required/recommended

Retake required/recommended

*\*Handwritten Active Learning Templates are preferred.*

*\*\*Post-study quiz questions may be provided to a student based on specific student knowledge gaps. (Major Content Areas 75% or less. 0 to 50 quiz items possible for additional remediation.)*

*\*\*\*If a student scores less than 90% on first Proctored Assessment, the student is required to retake the second Proctored Assessment. If the student moves up a level on the retake, the student will earn one additional point for each level once the required remediation for the retake is completed.*

## COMMUNICATION POLICY

### Emergency Messages:

The student should notify his/her family that in case of an emergency during normal class schedule, they should call the Nursing Office at (806)716-4406. Class will not be interrupted unless it is an emergency, so they must identify themselves and say it is an emergency to get immediate action.

- Electronic communication between instructor and students in this course will utilize the South Plains College Blackboard and email systems. The instructor will not initiate communication using private email accounts.
- Students are encouraged to check SPC email on a regular basis. Students will also have access to assignments, web-links, handouts, and other vital material which will be delivered via Blackboard.
- Any student having difficulty accessing the Blackboard or their email should immediately contact the help desk at 806-716-2600

## Email

- Students are expected to read and, if needed, respond in a timely manner to college e-mails. It is suggested that students check college e-mail daily to avoid missing time-sensitive or important college messages. Students may forward college e-mails to alternate e-mail addresses; however, SPC will not be held responsible for e-mails forwarded to alternate addresses.
- A student's failure to receive or read official communications sent to the student's assigned e-mail address in a timely manner does not absolve the student from knowing and complying with the content of the official communication.
- The official college e-mail address assigned to students can be revoked if it is determined the student is utilizing it inappropriately. College e-mail must not be used to send offensive or disruptive messages nor to display messages that violate state or federal law.
- Instructors make every attempt to respond to student emails during regular college business hours. Instructors are not required to answer emails after hours or on weekends.
- Students who use email inappropriately to faculty, students, staff or others will be dismissed from the program.

## Texting Faculty:

**Students should not text faculty via the faculty cell phone.** Written communication should be by email or office phone. The faculty cell phone is for contact during the clinical hours ONLY and should not be used outside the clinical experience. Students who text faculty will be placed on probation for the first offense and dismissed from the program for the second offense.

## CAMPUS CARRY

Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at: ([http://www.southplainscollege.edu/human\\_resources/policy\\_procedure/hhc.php](http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php)) Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department (Plainview Campus) at 806-716-2911 or 9-1-1.

## STUDENT CONDUCT

Rules and regulations relating to the students at South Plains College are made with the view of protecting the best interests of the individual, the general welfare of the entire student body and the educational objectives of the college. As in any segment of society, a college community must be guided by standards that are stringent enough to prevent disorder, yet moderate enough to provide an atmosphere conducive to intellectual and personal development. A high standard of conduct is expected of all students. When a student enrolls at South Plains College, it is assumed that the student accepts the obligations of performance and behavior imposed by the college relevant to its lawful missions,

processes and functions. Obedience to the law, respect for properly constituted authority, personal honor, integrity and common sense guide the actions of each member of the college community both in and out of the classroom. Students are subject to federal, state and local laws, as well as South Plains College rules and regulations. A student is not entitled to greater immunities or privileges before the law than those enjoyed by other citizens. Students are subject to such reasonable disciplinary action as the administration of the college may consider appropriate, including suspension and expulsion in appropriate cases for breach of federal, state or local laws, or college rules and regulations. This principle extends to conduct off-campus which is likely to have adverse effects on the college or on the educational process which identifies the offender as an unfit associate for fellow students.

Any student who fails to perform according to expected standards may be asked to withdraw.

Rules and regulations regarding student conduct appear in the current Student Guide.

## CARE (Campus Assessment, Response, and Evaluation) Team

South Plains College is committed to ensuring the safety, health, and well-being of its students and community. To support its campus community SPC has a CARE Team. This is a dedicated group of campus professionals responsible for assessing and responding to students who could benefit from academic, emotional, or psychological support, as well as those presenting risk to the health or safety of the community. If you see someone experiencing challenges, appearing distressed, posing a threat to their safety or someone else's safety, or causing a significant disruption to the SPC community, please submit a [CARE Team referral](#). You may also submit a referral for yourself if you would like additional support. NOTE: In cases where a person's behavior poses an imminent threat to you or another, contact 911.

## SPECIAL REQUIREMENTS (Read Carefully)

Students must submit the signature page, through BlackBoard, acknowledging that the student has read and understands the content of this syllabus. **This is due the first day of class.**

- *If a student's cell phone goes off during class, the cell phone will be taken up and given back at the end of class.*

## COURSE DISCLAIMER

To be successful in this course: *Because this information is VITAL to becoming a safe and effective vocational nurse, the student MUST commit to learning this information as thoroughly as possible. The BEST way to do this is through diligent DAILY study and weekly review!*

## STUDENT SUCCESS

Repetition and study are the ONLY WAYS for students to retain the volume of information contained in this course! You MUST study outside of the classroom if you want to succeed.

## Textbook

The textbook is designed for independent learning and contains many activities to help you learn! The **Key terms and definitions** are the best places to start. Students should make flash cards of these key terms and carry around with them for quick study and review. At the end of each chapter there are review questions with which you can test yourself.

## RECOMMENDATIONS ON HOW TO STUDY:

- COMMIT to your career choice—which means committing to this class. Decide you WANT to learn this information and you will.
- Study several hours every day! Do not wait until the night before or the morning of an exam and expect to learn all of the information presented! Daily study helps you understand and place information in long-term memory.
- Read the chapters!!!!!!—don't let the lecture be the first time you become acquainted with the information. If you do this, it is like hearing a foreign language and you are already behind.

- Plan weekly reviews of old material. Set aside some time and quickly go through your old notes from previous units—remember there will be a comprehensive final. Remember, you have to know the body parts and how they work as long as you are a nurse!
- Take NOTES while reading, studying power points and live on-line lecture Q&A sessions, and recorded lectures.
- The first time you have less than a desirable grade, make an appointment with me to discuss what you are doing! Don't wait until it's almost the final—it's too late then!

If you FAIL this class, it is because you *chose* to fail!  
You choose your attitude. . . . *positive or negative!*  
You choose to study daily. . . . *or wait until the last minute!*  
You choose to read the chapters. . . . *or to wait and try to skim after class or before a test!*  
You choose to use the available resources . . . *or not!*  
You choose to attend class and arrive on time. . . . *or not!*  
You choose to review weekly . . . . *or not!*  
You choose to seek help. . . . *or not!*  
*It really is up to you!*

Bret Bradley BSN, RN  
Vocational Nursing Instructor  
SPC Vocational Nursing Program – Plainview Center

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## ACCOMMODATIONS

**4.1.1.1. Diversity Statement** In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**4.1.1.2. Disabilities Statement** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodation must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302.

**4.1.1.3 Non-Discrimination Statement** South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

**4.1.1.4 Title IX Pregnancy Accommodations Statement** If you are pregnant, or have given birth within six months, under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email [dburleson@southplainscollege.edu](mailto:dburleson@southplainscollege.edu) for assistance.

### **4.1.1.5 OPTIONAL STATEMENT - Campus Concealed Carry Statement**

Texas Government Code 411.2031 et al. authorizes the carrying of a concealed handgun in South Plains College buildings by individuals and in accordance with Texas Government Code 411.209 (a). All holders of a valid Texas License to Carry may carry on their person a handgun that is concealed in accordance with Texas Penal Code 46.03 (a-2).

Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy. Individuals may not carry a concealed handgun in restricted locations.

For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Report violations to the College Police Department at 806-716-2396 or 9-1-1.

## FOUNDATION SKILLS

### **BASIC SKILLS—Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks**

F-1 Reading—locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.

F-2 Writing—communicates thoughts, ideas, information and messages in writing and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.

F-3 Arithmetic—performs basic computations; uses basic numerical concepts such as whole numbers, etc.

F-4 Mathematics—approaches practical problems by choosing appropriately from a variety of mathematical techniques.

F-5 Listening—receives, attends to, interprets, and responds to verbal messages and other cues.

F-6 Speaking—organizes ideas and communicates orally.

### **THINKING SKILLS—Thinks Creatively, Makes Decisions, Solves Problems, Visualizes and Knows How to Learn and Reason**

F-7 Creative Thinking—generates new ideas.

F-8 Decision-Making—specifies goals and constraints, generates alternatives, considers risks, evaluates and chooses best alternative.

F-9 Problem Solving—recognizes problems, devises and implements plan of action.

F-10 Seeing Things in the Mind's Eye—organizes and processes symbols, pictures, graphs, objects, and other information.

F-11 Knowing How to Learn—uses efficient learning techniques to acquire and apply new knowledge and skills.

F-12 Reasoning—discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.

### **PERSONAL QUALITIES—Displays Responsibility, Self-Esteem, Sociability, Self-Management, Integrity and Honesty**

F-13 Responsibility—exerts a high level of effort and perseveres towards goal attainment.

F-14 Self-Esteem—believes in own self-worth and maintains a positive view of self.

F-15 Sociability—demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.

F-16 Self-Management—assesses self accurately, sets personal goals, monitors progress and exhibits self-control.

F-17 Integrity/Honesty—chooses ethical courses of action.

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## **SCANS COMPETENCIES**

C-1 **TIME** - Selects goal - relevant activities, ranks them, allocates time, prepares and follows schedules.

C-3 **MATERIALS AND FACILITIES** - Acquires, stores, allocates, and uses materials or space efficiently.

C-4 **HUMAN RESOURCES** - Assesses skills and distributes work accordingly, evaluates performances and provides feedback.

### **INFORMATION - Acquires and Uses Information**

C-5 Acquires and evaluates information.

C-6 Organizes and maintains information.

C-7 Interprets and communicates information.

C-8 Uses computers to process information.

### **INTERPERSONAL—Works With Others**

C-9 Participates as a member of a team and contributes to group effort.

C-10 Teaches others new skills.

C-11 Serves Clients/Customers—works to satisfy customer's expectations.

C-12 Exercises Leadership—communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.

C-13 Negotiates—works toward agreements involving exchanges of resources; resolves divergent interests.

C-14 Works With Diversity—works well with men and women from diverse backgrounds.

### **SYSTEMS—Understands Complex Interrelationships**

C-15 Understands Systems—knows how social, organizational, and technological systems work and operates effectively with them.

C-16 Monitors and Corrects Performance—distinguishes trends, predicts impacts on system operations, diagnoses systems performance and corrects malfunctions.

C-17 Improves or Designs Systems—suggests modifications to existing systems and develops new or alternative systems to improve performance.

### **TECHNOLOGY—Works with a Variety of Technologies**

C-18 Selects Technology—chooses procedures, tools, or equipment, including computers and related technologies.

C-19 Applies Technology to Task—understands overall intent and proper procedures for setup and operation of equipment.

C-20 Maintains and Troubleshoots Equipment—prevents, identifies, or solves problems with equipment, including computers and other technologies.

### **Course Schedule**

Located on Blackboard



## Adult Health III Syllabus Contract

Print Name: \_\_\_\_\_ Last 4 # of ID: \_\_\_\_\_

*I have read and understand the Adult Health II Syllabus. I have had the opportunity to ask questions. I understand the course requirements and expectations. I understand that this information is VITAL to my success as a vocational nurse. I understand that it is recommended that I study DAILY and review weekly so that this information is thoroughly mastered.*

*I commit to this course and commit to daily study as I prepare to become a vocational nursing student. I understand that I am not just studying for exams, but that I am studying for the day when I stand between my patient and harm or death.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_