Thank you for choosing IVC! We are so happy to join you in your educational journey.

Basic Course Information

Semester:	**Spring 2021**	Instructor Name:	**Carmen Bravo RN, MSN** **Summer Winford RN, MSN**
Course Title & #:	**VN 110 Introduction to Patient Care I**	Email:	**carmen.bravo@imperial.edu** **Summer.winford@imperial.edu**
CRN #:	**21623**	Webpage (optional):	**Imperial.edu**
Classroom:	**2135 / Zoom Classroom**	Office #:	**2134**
Class Dates:	**2/17/21 - 4/16/21**	Office Hours:	**WTH 0730-0800** **W 1300-1500** **TH 1300-1400**
Class Days:	**M T W TH**	Office Phone #:	**Bravo 760355-6191** **Winford 760-355-6421**
Class Times:	**MT 0645-1530** **WTH 0800-1240**	Emergency Contact:	**Office 760355-6348**
Units:	**5.0**		**Last Day to Drop with W: March 25th 2021** ᵂ

Course Description

This course provides an introduction to nursing and roles of the licensed vocational nurse, health care team members, as well as profession related and patient care concepts. Emphasis is placed on the knowledge and skills needed to provide safe, quality care. The theoretical foundation for basic assessment and nursing skills is presented, and the student is given an opportunity to demonstrate these skills in a clinical laboratory setting. An introduction to the nursing process provides a decision-making framework to assist students in developing effective clinical judgment skills. Utilization of the nursing process and developmental theories (primary Erikson), focus on the nursing role as communicator, provider of care, and patient teacher. Parameters of health are defined. Nursing fundamental concepts are introduced related to physical and psychological assessment needs of the normal and ill individual; pain assessment, interventions and evaluation; basic nutrition; and stress and adaptation concepts. Safe patient care is expounded on with the principles of basic hygiene, medical asepsis, correct body mechanics, and the principles of a safe, therapeutic environment. Use of the communication process will assist the student in identifying patient needs and safety issues. Identification of legal/ethical constraints and institutional policies of reporting and recording patient information will be addressed. Variations in nursing care for individuals of different socio-economic and cultural backgrounds will be explored. (CSU)

Course Prerequisite(s) and/or Corequisite(s)

Admission to the vocational nursing program

Current CPR certification (American Heart Healthcare Provider Course Only)

AHP 100

BIOL 200 and BIOL 202 or

BIOL 204 and BIOL 206

ENGL 110

PSY 101

PSY 204 or concurrent enrollment in PSY 204

Corequisite

VN 114 - Pharmacology I

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:
1. Demonstrate respect and sensitivity for professional role through appropriate behavior, being prompt for clinical experience, meetings, learning activities, class, and assignment deadlines.
2. Identify the current National Patient Safety Goals (NPSGs).
3. Successfully identify subjective and objective data as it related to nursing diagnosis utilizing the Nursing Process.
4. Demonstrate safe medication administration to patients of all ages in lab simulation setting. Inclusive: oral, intramuscular and subcutaneous medications, and correct patient identification in accordance to the National Patient Safety Goals and QSEN.
5. Demonstrate successfully correct body mechanics to ensure safety of self and patients in simulated patient care situations.
6. Demonstrate basic fundamental nursing skills, which will be evaluated through written examinations and nursing skills checkoff.

Course Objectives

1. Discuss the role of the licensed vocational nurse and scope of practice related to established code of ethics, nurse practice acts, and professional registrations/certifications.
2. Explain the philosophy, objectives, and logistics of the Imperial Valley College Licensed Vocational Nurse Program.
3. Relate implications of health-illness continuum to nursing.
4. Review the spectrum of health care settings across which patient care is provided.
5. Recognize the importance of selected profession related concepts as they pertain in providing and directing safe, quality patient care.
6. Discuss the concepts integral to the provision of safe, quality. Patient centered care: nursing process, cultural sensitivity, communication and stress, coping and adaptation.

7. Appreciate the nurse's role in identifying and supporting selected physiologic needs of patients.
8. Describe selected concepts and discuss how they relate to providing patient care that is safe for the licensed vocational nurse and patient: medication administration, documentation, body mechanics and ergonomics, and nursing process.
9. Demonstrate basic nursing skills using proper technique and measures that ensure patient safety.
10. Explain the principles and underlying concepts for basic nursing skills.
11. Apply the various elements of the nursing process to clinical decision-making.
12. Utilize the communication process principles in simulated and actual client care situations.
13. Differentiate the roles of the RN and VN as members of the health care team.

Lecture Outline

Module A-1: Introduction to the Nursing Role and Scope of Practice - nursing's current state and historical events; contemporary roles and leaders; scope of practice and nurse practice act; legalities and ethics; expected knowledge and skills competencies; and philosophy of program.

Module A-2: Spectrum of Healthcare - health and illness; lifestyle and risk factors; health promotion and wellness; primary, secondary, and tertiary care; goals of acute and chronic care; principles of restorative and rehabilitative care; health care settings and patient's age; and state and federal governments regulating health care.

Module B-1: Profession Related Concepts, Patient Centered Care, and the Nursing Process - concepts of holistic health and caring as a foundation for nursing; professional skills and professionalism; nursing process and patient centered care; and clinical judgment, decision making, and advocacy.

Module B-2: Patient Related Concepts and Nursing Process - nursing process steps and application; subjective and objective data; and NANDA and potential/actual problems.

Module C-1: Patient Related Concepts and Infection Control - chain of infection and barriers; signs and symptoms of inflammatory response and diagnostic tests; and asepsis and applications to patient care; standard precautions and nursing interventions.

Module C-2: Patient Related Concepts and Hygiene - integumentary system and pathogen defenses; hygienic practices and at risk and healthy skin integrity; cultural and developmental effect on hygiene; and providing hygienic safe and comfortable environment.

Module D-1: Patient Related Concepts and Activity, Exercise, and Mobility - musculoskeletal and neurological systems regulating mobility; elements of exercise programs and maintain proper body function; impact of mobility and lack of on bone, muscles, and joints; and proper techniques for nursing interventions for mobility.

Module D-2: Patient Related Concepts and Body Mechanics and Ergonomics - principles of good body mechanics and ergonomics; assistive devices and prevention of injury; and appropriate interventions.

Module E: Patient Related Concepts and Comfort, Rest, and Sleep - impact of rest/sleep on physical and mental health; effect of the lack of sleep; stages of sleep and variation in sleep patterns; sleep disorders and nursing interventions.

Module F: Patient Related Concepts and Nutrition - impact of nutrition and digestive processes on health through the life span; role of water, minerals, and electrolytes in supporting body functions; physical, psychological, developmental, and cultural nutritional factors; BMI and USDA food pyramid; various diets and patient education; and assessing and charting nutritional status

Module G: Patient Related Concepts and Medication Administration - 6 rights, safety, and legal administration of medications; routes and calculations; and & nbsp;educating patients and preventing errors.

Module H: Patient Related Concepts and Growth and Development - theories and developmental stages; personal and environmental factors; impact of common disruption on health and wellness continuum; and cultural and psychological patterns that influence development across the lifespan.

Module I: Patient Related Concepts - The Helping Relationship, Safe Environment, and the Hospital Experience and Professional Related Concepts - Interdisciplinary Collaboration --- Interdisciplinary and collaborative care; evidence based practice, National Patient Safety goals, and quality improvement; and nursing interventions that aid in preventing errors and educating patients.

Module J: Patient Related Concepts and Communication Process - components of communication process and various types of communication; non-therapeutic, therapeutic, and technological communication; and barriers to effective communication.

Module K: Patient Related Concepts and Documentation - elements of a patient record, use of technology, legal parameters, and effective documentation.

Lab Outline

Module B-2: Patient Related Concepts and Nursing Process - assessment and fundamental skills; patient safety and age-appropriate interventions.

Module C-1: Patient Related Concepts and Infection Control - standard precautions and application of personal protective equipment; applying sterile gloves and surgical gowning; and wound treatments and;related skills.

Module C-2: Patient Related Concepts and Hygiene - hygiene clinical skills for bedbound;to active patients.

Module D-1: Patient Related Concepts and Activity, Exercise, and Mobility - assistive devices, positioning, range of motion, and preventative measures and equipment.

Module D-2: Patient Related Concepts and Body Mechanics and Ergonomics - demonstrate principles of good body mechanics, ergonomics, assistive devices while preventing injury.

Module F: Patient Related Concepts and Nutrition - elimination and specimen collection skills; special diets, setup, and feed patients; and intake and output tracking.

Module G: Patient Related Concepts and Medication Administration - 6 rights, administration of medications in multiple routes; and calculating and charting medications

Module K: Patient Related Concepts and Documentation - narrative, subjective, and objective charting; maintaining accurate flow sheets and trending records; and demonstration of charting in simulated and/or live setting.

Textbooks & Other Resources or Links

Texts:

    A.   **Required:**
- Taylor, Lynn, & Barlett, Fundamentals of Nursing, Wolters Kluwer, Current Edition
- Lynn, Taylor's Clinical Nursing Skills, Lippincott Williams & Wilkins, Current Edition
- Doenges, Application of Nursing Process, F. A. Davis Company, Current Edition
- Kee, Laboratory & Diagnostic Tests, Pearson, Current Edition
- Doenges, Nurse's Pocket, F. A. Davis Company, Current Edition
- Doenges, Application of Nursing Process, F. A. Davis Company, Current Edition
- Hogan, Pearson Reviews and Rationales, Pearson Education, Current Edition
- Taber, Taber's Cyclopedic Medical Dictionary, F. A. Davis Company, Current Edition
- Willis, Fluids & Electrolytes Made Incredibly Easy, Lippincott Williams & Wilkins, Current Edition
- Doenges, Nursing Diagnosis Manual, F. A. Davis Company, Current Edition
- Roth, Nutrition & Diet Therapy, Cengage Learning, Current Edition
- Vallerand, Davis's Drug Guide for Nurses, F. A. Davis Company, Current Edition

    B.   **Recommended**
- Doenges, Nursing Care Plans, F. A. Davis, Current Edition
- Springhouse, Pathophysiology Made Incredibly Easy, Current Edition
- Taylor, Lynn, & Barlett, Fundamentals of Nursing Workbook, Wolters Kluwer, Current Edition
- Springhouse, Fluids & Electrolytes Made Incredibly Easy, Current Edition

    C.   **Websites**
- **ATI Nursing Education www.atitesting.com**
- **The Point. Student book resources http://thepoint.lww.com/student**

- **The National Association of Licensed Professional Nurses (NALPN), www.nalpn.org**
- **Board of Vocational Nursing and Psychiatric Technicians, www.bvnpt.org**
- **American Renal Association https://www.americanrenal.com**
- **American Gastroenterological Association https://www.gastro.org**
- **American Neurological Association https://myana.org/**
- **American Academy of Neurology https://www.aan.com/**
- **American Skin Association http://www.americanskin.org/resource/additional.php**

  D.   **Other resources**
- **Registered Nurse RN https://www.youtube.com/channel/UCPyMN8DzkFl2_xnTEiGZ1w**
- **Simple Nursing https://www.youtube.com/channel/UCUxQWmWk1_Hk9iDRKvhH29Q**
- **Khan Academy Video www.khanacademy.org**
- **Keith RN You Tube Channel www.keithrn.com**
- **Nurse Tim**
- **Kahoot**
- **Poll Everywhere**
- **Remind me App**
- **Confer Zoom**
- **Screencastomatic**
- **Flipgrip**

E. **Supplemental Packet Handouts**

Student's Name: _____   Semester: _____   Year:_____

MODULE	REQUIRED SKILL	DATE DUE	DATE PASSED	SIGNATURE OF EVALUATOR	STUDENT'S INITIALS
B2	1. Handwashing				
	2. Temperature				
	a. Oral				

Medical **Asepsis**	**b. Rectal**				
	c. Axillary				
	1. Pulse				
	a. Apical				
	b. Radial				
	2. Respiration				
	3. BP				
C2 **Skin** **Integrity** **&** **Bathing**	**1. Making a bed**				
	a. Unoccupied/ Surgical				
	b. Occupied				
	2. Bathing a Client				
	3. Evening Care				
	4. Oral Hygiene				
	a.Conscious/unconscious client				

	b. Patient with dentures
	5. Hair Care
	a. Combing
	b. Shampooing
	6. Perineal Care
	7. Eye Care
	8. Foot Care
	9. Back Care
	10. Providing a bedpan or urinal

MODULE	REQUIRED SKILL	DATE DUE	DATE PASSED	SIGNATURE OF EVALUATOR	STUDENT'S INITIALS
C1	1. Application of moist heat				
Heat and Cold	1. Application of cold therapy				

Therapy	2. Standard Precautions				
D1 Body Mechanics	1. Turning/ positioning				
	a. Protective side-lying				
	b. Protective prone				
	c. Protective supine				
	d. Protective Fowler's				
	e. Log rolling				
	2. ROM				
	3. Patient Transfer				
	a. Pivot bed to w/c				
	4. Ambulation				

	5. Restraints			
	a. Vest			
	b. Extremity			
D2 Bandages Binders TEDS Slings	1. Bandages			
	a. Figure eight			
	b. Circular			
	c. Spiral			
	d. Shrink wrap			
	2. Binders			
	a. Scultetus			
	b. Elastic			
	3. TED hose			
	4. Slings			

F Specimen Collection	1. Collecting urine specimens				
	a. Routine Clean Catch				
	b. From catheter				
	c. Testing urine from S/A				
	2. Collecting Stool Specimen				
	3. Test stool for occult blood				
	4. Collecting sputum specimens				
	5. Administer enema				
	a. SSE				

	b. Fleets				

MODULE	REQUIRED SKILL	DATE DUE	DATE PASSED	SIGNATURE OF EVALUATOR	STUDENT'S INITIALS
G Non- Injectable Medications	1. Topical Meds				
	2. Mucous membrane meds				
	3. Oral Meds				
	4. Sublingual meds				
	5. Rectal meds				
	6. Eye meds				
	7. Ear meds				
	8. Vaginal meds/Douches				
	9. Inhalant meds				

	1. IM meds				
G	2. ID meds				
Injectable	3. SC meds				
Medications	4. Z track meds				
	5. Insulin				
	a. One solution				
	b. Two solutions				
G	6. Injections to a child or infant				
	7. Glucometer testing				

PRINCIPLES OF HUMAN RELATIONSHIPS

1. Speak to people. There is nothing as nice as a cheerful greeting.

2. Smile at people. It takes 72 muscles to frown --only 14to smile.

3. Call people by name. The sweetest music to anyone's ear is the sound of his own name.

4. Be friendly and helpful. Don't wait for the other person to make the first move.

5. **Be cordial.** Speak and act as if you were enjoying yourself and those around you. You may not be enjoying yourself, but politeness is a small price to pay for the affection and goodwill of others.

6. **Be genuinely interested in people.** You can like almost everyone if you try. Getting along with people depends mostly on yourself.

7. **Be generous with praise and cautious with criticism.** Few people can give constructive criticism.

8. **Be considerate with the feelings of others.** Everyone is affected by another.

9. **Be thoughtful of the opinions of others.** Nothing is all wrong; two people with different ideas can still both be right. We cannot say that something is either black or white: we must leave room for some gray area. We should be willing to tolerate a few imperfections in others and learn by their mistakes.

10. **Be alert to give service.** What counts most in life is what we do for others. Kindness and love are a universal language.

11. **Think before you speak.** Tact is being able to shut your mouth before someone else wants to.

12. **Treat others as you would like them to treat you.** We could eliminate the other 11 if we would really live the "GOLDEN RULE".

Module I Handout #2
The Patient's Bill of Rights
(Adopted by the Assembly August 30, 1973)

WHEREAS, The American Hospital Association has recently approved a Patient=s Bill of Rights with the expectation that observance of the rights will contribute to more effective patient care and greater satisfaction for the patient, the patient=s physician and the hospital; be it

Resolved by the assembly of the State of California, that the Members hereby affirm the Patient=s Bill of Rights heretofore adopted by the American Hospital Association and approved by the Boards of Trustees of the California Hospital Association; and be it further resolved. That these rights are as follows:

1. The patient has the right to considerate and respectful care.

2. The patient has the right to obtain from his physician complete current information concerning his diagnosis, treatment, and prognosis in terms the patient can be reasonably expected to understand. When it is not medically advisable to give such information to the patient, the information should be made available to an appropriate person in his behalf. He has the right to know by name, the physician responsible for coordinating his care.

3. The patient has the right to receive from his physician information necessary to give informed consent prior to the start of any procedure and/or treatment. Except in emergencies, such information for informed consent should include but not necessarily be limited to the specific procedure and/or treatment, the medically significant alternatives for care or treatment that exist, or when the patient requests information concerning medical alternatives, the patient has the right to such information. The patient also

has the right to know the name of the person responsible for the procedures and/or treatment.

4. The patient has the right to refuse treatment to the extent permitted by law, and to be informed of the medical consequences of his action.

5. The patient has the right to every consideration of his privacy concerning his own medical care program. Case discussion, consultation, examination, and treatment are confidential and should be conducted discreetly. Those not directly involved in his care must have permission of the patient to be present.

6. The patient has the right to expect that all communications and records pertaining to his care should be treated as confidential.

7. The patient has the right to expect that within its capacity a hospital must make reasonable response to the request of a patient for services. The hospital must provide evaluation, service, and/or referral as indicated by the urgency of the case. When medically permissible a patient may be transferred to another facility only after he has received complete information and explanation concerning the needs for and alternatives to such a transfer. The institution to which the patient is to be transferred must first have accepted the patient for transfer.

8. The patient has the right to obtain information as to any relationship of his hospital to other health care and educational institutions insofar as his care is concerned. The patient has the right to obtain information as to the existence of any professional relationships among individuals, by name, who are treating him.

9. The patient has the right to be advised if the hospital proposes to engage in or perform human experimentation affecting his care or treatment. The patient has the right to participate in such research projects.

10. The patient has the right to expect reasonable continuity of care. He has the right to know in advance what appointment times and physicians are available and where. The patient has the right to expect that the hospital will provide a mechanism whereby he is informed by his physician or a delegate of the physician of the patient=s continuing health care requirements following discharge.

11. The patient has the right to examine and receive an explanation of his bill regardless of the source of payment.

12. The patient has the right to know what hospital rules and regulations apply to his conduct as a patient, and be it further Resolved, that the Hospitals currently licensed and operating in the State of California are hereby requested to post a suitable copy of the Patient=s Bill of Rights of this resolution in appropriate places within each hospital so that such rights may be read by patients being admitted into such institutions; and be it further

Resolved, That all physicians, dentists, podiatrists, and other health professionals providing care and treatment for patients in hospitals within the State of California are requested to observe the right of the patient as set forth above, and to actively assist hospitals and all those engaged in the performance of health care services within the State of California in the observance of these rights; and be it further

Resolved, That the Chief Clerk of the Assembly transmit copies of this resolution to the Directors of the California Hospital Association, California Medical Association, California Dental Association and California Podiatric Association

Course Requirements and Instructional Methods

A.   VN110 Introduction to Patient Care is a five (5) unit course. It is divided into a theory and skills component as follows:

	Units	Hours
Theory Lecture	1.5	27
Skills Lecture	0.5	9
	2.0 Units	36 Hours
Clinical	1	54
Skill Lab	2	108

3 Units   162 Hours

During the eight (8) week course, clinical experiences will be simulated in the Imperial Valley College Nursing Skills Laboratory and may include experience in acute, long-term, and community settings.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. The Accrediting Commission for Schools, **Western Association of Schools & Colleges (WASC) has adopted a similar requirement.**

Reading and Writing:

Read assigned chapters in textbooks, develop care plans, accurate documentation by completing charting exercises to participate in data collection

• Audio Visual: DVD of skills required for successful course completion

• Computer Assisted Instruction: Internet research, case study

• Demonstration: skills required for successful course completion

• Discussion: Related topics on Nursing Fundamentals and skills

• Group Activity

• Lab Activity: Assessment Skills; Nursing Fundamental Skills; Check-off demonstrations

• Lecture; Power-point

• Simulation/Case Study: Nursing skills and Vital signs

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

ASSIGNMENTS:

Class activities: Class participation and discussion, presentations, unit exams, pop quizzes, calculation exam and Final exam.

Out-of-class:

Reading assignments from required textbooks listed for this course (see text book list), and the pharmacology text used in the pharmacology course. Writing assignments will reflect the objectives listed and may include, but not be limited to, care plans, concept-mapping, drug cards, short essays, and/or professional papers. CD/DVD viewing, internet, research evidence-based articles. Additional reference materials will be available in the nursing learning center. Outside assignments may include, but

not limited to, nursing lectures or in-services offered by local health facilities, independent exercises, and learning center activities.

Clinical/ simulations assignments:

Clinical/simulations assignments will include preparing for clinical by practicing and demonstrating skills in a check-off simulation, obtaining patient data, reviewing medication information. Clinical hours will be spent demonstrating proficiency in nursing skills and patient care in the clinical lab setting. Written post-assignments will relate to clinical experience and may include but not be limited to care plans, case studies, and documentation exercises. Clinical sites may include hospitals, clinics, simulation labs, and virtual learning platforms.

Simulations:

Simulations are a safe learning environment where all students will have the opportunity to interact within a structured scenario. Simulations and virtual simulations will be utilized during this class and simulation materials will be handed out during the semester. All advance assignments must be completed before the start of class. Failure to complete the pre-assignment will prevent the student from attending the class for the day and results in a clinical absence.

It is each student's responsibility to complete all facility requirements, i.e., BLS training, immunizations, background checks, drug screening, specific hospital orientation, etc., prior to clinical rotations (please see the student handbook for more information). A student will not be allowed to attend any clinical hours until this is done. If over the maximum hours of absenteeism because of this, the student will be dropped from the class.

*Plagiarism and cheating policies noted in the student handbook and IVC policies will be strictly enforced. *
Students are expected to develop original work for this course. It is recommended that students visit the college library to become acquainted with research tools available.

What if I need to borrow technology or access to WIFI?
1. To request a loaner laptop, MYFI device, or other electronic device, please submit your request here: https://imperial.edu/students/student-equity-and-achievement/

2. If you'd like access the WIFI at the IVC campus, you can park in parking lots "I & J". Students must log into the IVC student WIFI by using their IVC email and password. The parking lots will be open Monday through Friday from 8:00 a.m. to 7:00 p.m.

       Guidelines for using parking WIFI:
       -Park in every other space (empty space BETWEEN vehicles)
       -Must have facemask available
       -For best reception park near buildings
       -Only park at marked student spaces
       -Only owners of a valid disabled placard may use disabled parking spaces
       -Only members of the same household in each vehicle

-Occupants **MUST** remain in vehicles
-Restrooms and other on-campus services <u>not</u> available
-College campus safety will monitor the parking lot
-Student code of conduct and all other parking guidelines are in effect
-Please do not leave any trash behind
-**No parking permit required**
If you have any questions about using parking WIFI, please call Student Affairs at 760- 355-6455.

Course Grading Based on Course Objectives

Students must maintain a "C" average grade as determined by the scale below. Grades will not be "rounded**". To advance to the next semester, a "C" or better is required in this course.**

A. LVN Program Grading
The Licensed Vocational Program complies with the Imperial Valley College grading policies in the current catalog and the LVN program grading program policy as outlined.

1) All assignments are graded on the following scale and grades are not rounded

A = 93%-100%
8=85%-92%

C= 78%-84%

F = Below 78%

F=   When the clinical evaluation is unsatisfactory regardless of the theory grade.

The final examination must be passed with a 78% or a grade of "F" for the course will be issued as outlined in the LVN student handbook

The student is responsible making an appointment with their instructor any time their grade average drops below 82%.

2) Students must maintain a "C" average in all nursing courses to advance in the program.
a. Both the clinical and classroom aspects of each course <u>must be passed</u>. Failure in either part results in failure of the course and requires re-taking the entire course.

b. **Scoring requirements for successful completion of each course:**
(i)   78% or better of total possible points accumulated from all written work and examinations (overall coursework), and
(ii)   78% or better of the total possible points accumulated from the major unit exams as designated in the course syllabi, and

(iii)   Satisfactory' and / or 78% or better in clinical performance, including non-graded written assignments and pre-lab preparation.

3) Major Unit Exams and Remediation

    a. The student who fails the 1st unit exam shall:
        (i)   Complete remediation in the Nursing Learning Center with a tutor.
        (ii)   Demonstrate knowledge of those areas identified by the faculty as being deficient prior to sitting for the next modular exam.
        (iii)   Receive a 0% on any subsequent exam, if non-compliant with remediation.

4) The student who fails the 1st unit exam shall:

(a.)   Complete remediation in the Nursing Learning Center with a tutor.
    (b.)   Demonstrate knowledge of those areas identified by the faculty as being deficient **Prior to sitting for the next modular exam.**
    (c.)   Receive a 0% on any subsequent exam, if non-compliant with remediation.

2.) The student who fails a 2nd unit exam or has an accumulated average less than 78% shall:
(a.) Meet with the teaching team
   (b.) Develop and submit a personal learning contract that includes all items of deficiencies and specific plan for improving test success.

3.) The student who fails a 3rd unit exam or has an accumulated average less than 78% shall:
    (a.)   Meet with the teaching team to consider withdrawal from the nursing program.
    (b.)   If the drop date has passed, the student will meet with the teaching team regarding the possible failure of the nursing course.
4.) **ALGORITHM FOR DIAGNOSTIC EXAMS (ATI):**
    (a.)   Refer to LVN Handbook for information.
    (b.)   Scores may be considered as a unit exam.

B.   Clinical and Skills Laboratory Performance Grading:

1.) Clinical and skills laboratory performance will be determined on a satisfactory or unsatisfactory basis.

    a. Receive one unsatisfactory in clinical/skills laboratory, complete a NLC referral (remediation) established by the instructor prior to the next clinical/skills laboratory
    b.   If a second clinical/skills lab is "unsatisfactory", complete NLC referral (remediation)
      established by the instructor prior to the next clinical/skills lab.

c.   Receiving a third "unsatisfactory" in clinical/skills lab, student will meet with the teaching team to consider dismissal from the nursing course. Please bear in mind that two or three "unsatisfactory" clinical/skills lab performances could be received in one day

d.   The clinical instructor at the completion of each 4-week rotation will conduct a formal clinical evaluation. The clinical instructor in conjunction will complete a comprehensive classroom and clinical evaluation with the team leader at the completion of the eight-week course.

e.   When a care plan is returned to a student with an unsatisfactory grade, the student is expected to correct the plan within the designated time frame and return it to the instructor. If a student fails to correct the care plan on time or if the returned plan continues to be unsatisfactory, it will be reflected as unsatisfactory performance for the rotation.

2.) Theory, clinical, and skills laboratory requirements must be satisfactorily completed independent of each other in order to successfully complete the course.

C.   **Grade Components:**

1.) Theory

a.   A maximum of six (6) Module exams will be given.
b.   ATI exams may be factored into the course grade.
c.   One comprehensive final exam will be given.
d.   Other written assignments may be given at the discretion of the instructor. Written assignments will be assigned completion dates by the instructor. Materials handed in late may be given an "unsatisfactory" grade or a "0" grade. Written assignment grades will be averaged in with other grades according to the grading scale policy.
e.   **All written assignments must be typewritten and follow APA format.**
f.   **No late or make-up work is considered.**

2.) Skills Laboratory

a.   All skills described later in this course must be satisfactorily demonstrated to the instructors or the Nursing Learning Center tutors by the dates designated on the schedule.

b.   Clinical instructors may refer a student back to the skills lab if in his/her judgment more practice on a skill is needed.

3.) Clinical

a.A Student Progress Report form will be given to each student at the beginning of the course. A performance assessment will be conducted at the completion of 4 weeks. A comprehensive evaluation will be conducted at the end of the class.

Pharmacological Dosage Calculation Exam:

1. **Purpose:** Because patient safety is the utmost priority, each student will be required to take and successfully demonstrate competence (pass) a drug calculations exam each course.
2. Minimum requirements:
    a. 10 –25 questions / calculations appropriate to the level of each semester.
    b. Student must show their work.
    c. Pass with a score of 92 % or higher. The score is not included in the grade point average for the course as it is a pass/fail assignment.
    d. Time limits assigned as appropriate to the number of questions.
    e. Correct units must be stipulated to count as correct: i.e. ml/hr, units/hr, etc.

3. The student is allowed three (3) attempts to pass

    a. **Students who do not pass with a 92% on the first attempt must pass with a 96% on the second attempt , if the student does not pass on the second attempt the student must pass with a 100% on the third and final attempt.**
    b. Students who do not pass after the first or second attempt:
        (i) Must seek tutoring from faculty and /or math department and/or computerized software in the nursing learning center.
        (ii) Cannot administer any medication in a clinical setting.
        (iii)   If the student is unsuccessful of the 3rd attempt, the student cannot progress to the next nursing course.

Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.

- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.
- LVN students in the Imperial Valley College Associate Degree Nursing Program are expected to attend all classes and clinical practice assignments. Absences will be limited to the following for the semester:

  - ******VN 110: 11.5 hours******

- A student who reaches the maximum allowable number of hours absent will file a petition to remain in the nursing program. The student will meet with the teaching team to discuss the situation and will be considered for dismissal. If remediation is considered, the student will be required to match missed hours, in excess of the maximum allowable, with assigned hours of study. These assignments will be based upon the classroom and clinical objectives. The instructor(s) will determine the appropriate type of remediation.
- LVN students in the Imperial Valley College Vocational Nursing Program are expected to meet the attendance requirements approved by the Board of Vocational Nurse and Psychiatric Technician Examiners as posted on the bulletin board.
- **Students who are late to class three times in any nursing course will be considered absent for one day**. ***Class includes lecture , clinical and skills lab.***
- Regular attendance in all classes is expected of all students enrolled. Instructors are expected to take a student's record into account in computing grades. A student may be excluded from further attendance in a class during any semester when absences after the close of registration have exceeded the number of class hours which the class meets per week. Further, an instructor may drop any student judged to be a disturbing element in the class. The last day to drop any short term course is prior to 75% of the course being complete.

What does it mean to "attend" an online class?

Attendance is critical to student success and for IVC to use federal aid funds. Acceptable indications of attendance are:
- Student submission of an academic assignment
- Student submission of an exam
- Student participation in an instructor-led Zoom conference
- Documented student interaction with class postings, such as an interactive tutorial or computer-assisted instruction via modules
- A posting by the student showing the student's participation in an assignment created by the instructor
- A posting by the student in a discussion forum showing the student's participation in an online discussion about academic matters
- An email from the student or other documentation showing that the student has initiated contact with a faculty member to ask a question about an academic subject studied in the course.

Logging onto Canvas alone is NOT adequate to demonstrate academic attendance by the student.

Classroom Etiquette

- **Electronic Devices:** Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.
- **Food and Drink** are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- **Disruptive Students:** Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- **Disciplinary procedures will be followed as outlined in the VN student handbook. Please note that Student VN Handbook policies supersede General IVC Catalog.**
- **Children in the classroom:** Due to college rules and state laws, only students enrolled in the class may attend; children are not allowed.

How do I act differently if I have an on-ground class during COVID?

1. **DO NOT COME TO CAMPUS OR ATTEND AN OFF-CAMPUS CLASS IF YOU FEEL SICK, HAVE A FEVER, OR HAVE A COUGH**
   a. Even if your symptoms are mild, stay home.
   b. Email your instructor to explain why you are missing class.
   c. If you are sick with COVID-19 or think you might have COVID-19, provides CDC guidance.
   d. If you have tested positive for COVID-19, you must self-quarantine for 14 days and then be without symptoms for at least 72 hours. Clearance is required prior to returning to any face-to-face interaction. It is recommended that you undergo a final COVID-19 test to confirm that you are no longer infected.
   e. If you are exposed through direct contact with a person known to be COVID-19 positive, then you must submit negative COVID-19 test results prior to returning to any face-to-face interaction.
2. **ARRIVE AT CAMPUS EARLY (at least 15 minutes early is advised).**
   a. All people entering the IVC campus will need to pass a screening process, which will occur at the gates as your drive onto campus. You will need to take a short questionnaire and get your temperature taken (the screening is completely touchless and will take place while you remain in your car).
3. **BRING A MASK TO CLASS (and always wear it).**
   a. Be sure that your mask covers both your nose and mouth. If your mask is cloth, then wash it each day. If your mask is disposable, then use a new one each day.
4. **GO DIRECTLY TO YOUR CLASSROOM.**
   a. The IVC campus is mostly closed so you should not visit other areas or seek any face-to-face services. Services are available to students online and can be accessed through www.imperial.edu.
5. **WASH YOUR HANDS FREQUENTLY (and use the provided sanitation supplies).**
   a. Your classroom is equipped with cleaning supplies. Use them as needed.
6. **BE SURE TO SOCIAL DISTANCE (stay at least 6 feet from other).**
   a. The number of students in a classroom at any one time is very limited so you have plenty of space to spread and ensure that you stay at least 6 feet from others.
7. **BRING YOUR OWN FOOD AND DRINKS.**

a. There is no food service currently offered on campus.

Online Netiquette

- <u>What is netiquette?</u> Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) <u>identify yourself,</u> (2) <u>include a subject line,</u> (3) <u>avoid sarcasm,</u> (4) <u>respect others' opinions and privacy,</u> (5) <u>acknowledge and return messages promptly,</u> (6) <u>copy with caution</u>, (7) <u>do not spam or junk mail,</u> (8) <u>be concise,</u> (9) <u>use appropriate language,</u> (10) <u>use appropriate emoticons (emotional icons) to help convey meaning, and</u> (11) <u>use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks</u> (!!!!)].

How am I expected to act in an online "classroom" (especially Zoom)?
Attending a virtual meeting can be a challenge when there are many students on one conference call. Participating in such meetings may count as class attendance, but disruptive behavior may also result in you not being admitted to future meetings. Follow the tips below for best results:

1) **Be RESPECTFUL**
   a. Your written, verbal, and non-verbal communications should be respectful and focused on the learning topics of the class.
2) **Find a QUIET LOCATION & SILENCE YOUR PHONE (if zooming)**
   a. People walking around and pets barking can be a distraction.
3) **EAT AT A DIFFERENT TIME.**
   a. Crunching food or chugging drinks is distracting for others.
   b. Synchronous zoom times are set in advance so reserve meals for outside class meetings.
4) **ADJUST YOUR LIGHTING SO THAT OTHERS CAN SEE YOU**
   a. It is hard to see you in dim lighting so find a location with light.
   b. If your back is to a bright window, you will be what is called "backlit" and not only is it hard on the eyes (glare) but you look like a silhouette.
5) **POSITION THE CAMERA SO THAT YOUR FACE AND EYES ARE SHOWING**
   a. If you are using the camera, show your face; it helps others see your non-verbal cues.
   b. You may be at home, but meeting in pajamas or shirtless is not appropriate so dress suitably. Comb your hair, clean your teeth, fix your clothes, etc. before your meeting time to show self-respect and respect for others.
6) **Be READY TO LEARN AND PAY ATTENTION**
   a. Catch up on other emails or other work later.
   b. If you are Zooming, silence your phone and put it away.
   c. If you are in a room with a TV – turn it off.
7) **USE YOUR MUTE BUTTON WHEN IN LOUD PLACES OR FOR DISTRACTIONS**
   a. Pets barking, children crying, sneezing, coughing, etc. can happen unexpectedly. It's best if you conference in a private space, but if you can't find a quiet place, when noises arise **MUTE** your laptop.
8) **REMEMBER TO UNMUTE WHEN SPEAKING**

a. Follow your instructor's directions about using the **"raise hand"** icon or chat function to be recognized and to speak, but make sure you have unmuted your device.

b. Do not speak when someone else is speaking.

9) REMAIN FOCUSED AND PARTICIPATE IN THE MEETING

a. Especially when the camera is on YOU, we can all see your actions. Engage in the meeting. Look at the camera. Listen to instruction. Answer questions when asked.

b. Do not use the Zoom meeting to meet with your peers or put on a "show" for them.

10) PAUSE YOUR VIDEO IF MOVING OR DOING SOMETHING DISTRACTING

a. Emergencies happen. If you need to leave the room or get up and move about, stop your video.

Academic Honesty

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

● **Plagiarism** is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to "cite a source" correctly, you must ask for help.

● **Cheating** is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone **caught cheating** or **plagiarizing** will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General Catalog for more information on **academic dishonesty** or other **misconduct**. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

How do I show academic honesty and integrity in an online "classroom"?

● **KEEP YOUR PASSWORDS CONFIDENTIAL.**

o You have a unique password to access online software like Canvas. Never allow someone else to log-in to your account.

● **COMPLETE YOUR OWN COURSEWORK.**

o When you register for an online class and log-in to Canvas, you do so with the understanding that you will produce your own work, take your own exams, and will do so without the assistance of others (unless directed by the instructor).

Examples of Academic Dishonesty that can occur in an online environment:

● Copying from others on a quiz, test, examination, or assignment;

● Allowing someone else to copy your answers on a quiz, test, exam, or assignment;

● Having someone else take an exam or quiz for you;

- Conferring with others during a test or quiz (if the instructor didn't explicitly say it was a group project, then he/she expects you to do the work without conferring with others);
- Buying or using a term paper or research paper from an internet source or other company or taking any work of another, even with permission, and presenting the work as your own;
- Excessive revising or editing by others that substantially alters your final work;
- Sharing information that allows other students an advantage on an exam (such as telling a peer what to expect on a make-up exam or prepping a student for a test in another section of the same class);
- Taking and using the words, work, or ideas of others and presenting any of these as your own work is plagiarism. This applies to all work generated by another, whether it be oral, written, or artistic work. Plagiarism may either be deliberate or unintentional.

Additional Services for Students

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

How do I access services now that we are mostly online?

- CANVAS LMS. Canvas is Imperial Valley College's Learning Management System. To log onto Canvas, use this link: Canvas Student Login. The Canvas Student Guides Site provides a variety of support available to students 24 hours per day. Additionally, a 24/7 Canvas Support Hotline is available for students to use: 877-893-9853.
- Learning Services.   In order to accommodate students and maximize student success during the COVID-19 Pandemic, all tutoring support is being provided through one Zoom link (IVC online Tutoring).   When campus is open again, there are several learning labs to assist students. Whether you need support using computers, or you need a tutor, please consult your Campus Map for the Math Lab; Reading, Writing & Language Labs; and the Study Skills Center.
- Library Services. Visit the Spencer Library's page on the IVC website for a wealth of valuable resources and online access to databases, e-books and more. Contact us so we can help you with instructional and research development skills (for those conducting research and writing academic papers). When campus re-opens, students also have access to tutoring services in the Study Skills Center as well as private study rooms for small study groups. There is more to our library than just books!
- Career Services Center. The Career Services Center is dedicated to serve all IVC students and Alumni. Services include Career Assessments, Resume and Cover Letter Assistance, Interview Preparation, Internship Opportunities and Job Placement.
- Child Development Center. The Preschool and Infant/Toddler Centers are on-campus demonstration lab programs that meet the educational, research, and service needs of the institution and community at large. The Preschool program (children three to five years of age) and the Infant/Toddler program (newborn to three years of age) is in buildings 2200 and 2300. Service is available to families who meet the California Department of Education qualifications for enrollment. The centers are open during COVID from Monday-Friday 7:15-5:30. Breakfast, lunch and snack are provided through the

California Adult and Child Food Program. Location: Buildings 2200 and 2300. Phone: (760) 355-6528 or (760) 355-6232. Application: https://forms.imperial.edu/view.php?id=150958

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP&S) office as soon as possible. When campus is open, the DSP&S office is in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations. **Documentation for educational accommodations must be provided to the instructor each semester.**

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee.
- **Student Health Center**. A Student Health Nurse is available on campus, but you must make an appointment. In addition, Pioneers Memorial Healthcare District provides basic health services for students, such as first aid and care for minor illnesses. Contact the IVC Student Health Center at 760-355-6128, or when campus reopens, visit Room 1536 for more information.
- **Mental Health Counseling Services**. Short-term individual, couples, family and group counseling services are available for currently enrolled students. Services are provided in a confidential, supportive, and culturally sensitive environment. Please contact the IVC Mental Health Counseling Services at 760-355-6310 for appointments, or when campus reopens visit Room 1536, for more information.

Veteran's Center

The mission of the IVC Military and Veteran Success Center is to provide a holistic approach to serving military/veteran students in three key areas: 1) Academics, 2) Health and Wellness, and 3) Camaraderie. The Center also serves as a central hub that connects military/veteran students, as well as their families, to campus and community resources. The goal is to ensure a seamless transition from military to civilian life. When campus reopens, the Center is in Building 600 (Office 624), telephone 760-355-6141.

Extended Opportunity Program and Services (EOPS)

The Extended Opportunity Program and Services (EOPS) offers services such as priority registration, book grants, transportation assistance, individualized counseling, tutoring, and community referrals to eligible students. Our staff is available to assist and support students in navigating personal, psychological, academic, and/or career-related issues through empathy, cultural-competence, and a commitment to equity and social justice. Also under the umbrella of EOPS is the CARE (Cooperative Agency Resources for Education) Program, designed to serve single parents and assist with addressing issues that are particular to this population. Students that are single parents receiving TANF/Cash Aid assistance may qualify for our CARE program. For additional information about the EOPS or CARE Programs please contact our Program Office 760.335-6407 and/or visit our Program website www.imperial.edu/students/eops for eligibility criteria and application procedures. We look forward to serving you! - EOPS/CARE Staff

Student Equity Program

The Student Equity & Achievement Program strives to improve Imperial Valley College's success outcomes, particularly for students who have been historically underrepresented and underserved. The college identifies strategies to monitor and address equity issues, making efforts to mitigate any disproportionate impact on student success and achievement. Our institutional data provides insight surrounding student populations who historically, are not fully represented. SEA addresses disparities and/or disproportionate impact in student success across disaggregated student equity groups including gender, ethnicity, disability status, financial need, LGBTQIA+, Veterans, foster youth, homelessness, and formerly incarcerated students. The SEA Program also houses IVC's Homeless Liaison, Foster Youth Liaison, Formerly Incarcerated Liaison, and Military Affiliated Liaison, who provide direct services and referrals to students in need. SEA strives to empower students experiencing insecurities related to food, housing, transportation, textbooks, and shower access. We recognize that students who struggle meeting their basic needs are also at an academic and economic disadvantage, creating barriers to academic success and wellness. We strive to remove barriers that affect IVC students' access to enrollment, education, degree and certificate completion, and the ability to transfer to a university. SEA also provides outreach at local Imperial County high schools to ensure graduating seniors are successfully matriculated into the college and have a strong support system. Please visit us online for assistance at https://imperial.edu/students/student-equity-and-achievement/ or call us at 760-355-6465 or when campus reopens, visit Building 401.

What if I cannot afford food, books, or need other help?

We have many resources that are available to you. Please tell us what you need by submitting your request(s) here: https://imperial.edu/students/student-equity-and-achievement/

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC General Catalog.

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC Library Department provides numerous Information Literacy Tutorials to assist students in this endeavor.

Anticipated Class Schedule/Calendar

Imperial Valley College
Nursing and Allied Health
VN 110 Spring 2021

Instructor: Carmen Bravo RN, MSN   **Instructor: Summer Winford RN, MSN**
Office # 6191   **Office # 6421**
carmen.bravo@imperial.edu   **summer.winford@imperial.edu**
****SUBJECT TO CHANGE****
****Last Day to Drop with "W": March 25th, 2021****

WEEK 1	DAY	TIME	ROOM	INSTRUCTOR	DESCRIPTION	ASSIGNMENT
2/16/21	TUE	0645-1515	ZOOM	**BRAVO/ WINFORD**	Introduction to Course,Syllabus, Orientation	The VN Student Handbook
2/17/21	WED	0800-1240	ZOOM	**BRAVO/ WINFORD**	Module A1: (Theory) Intro to Nursing Role and Scope of Practice	Lynn Fundamentals Textbook Ch. 1-Ch. 10
2/18/21	TH	0800-1240	ZOOM	**BRAVO/ WINFORD**	Module A2: Spectrum of Healthcare (Theory)	Lynn, Fundamentals Textbook Ch. 11 & 12
WEEK 2	DAY	TIME	ROOM	INSTRUCTOR	DESCRIPTION	ASSIGNMENT
2/22/21	MON	0645-1515	2135 Labs	**BRAVO/ WINFORD**	Module B2 (Lab): Theory Medical Asepsis & Vital Signs	Lynn, Fundamentals Textbook Ch. 24 & 25 Taylor's Clinical Skills Ch. 1 & 2
2/23/21	TUE	0645-1515	2135 Labs	**BRAVO/ WINFORD**	Module B2 (Lab): Theory Medical Asepsis & Vital Signs **Simulation/ Skills Check Off Module B2**	Lynn, Fundamentals Clinical Nursing Skills 24 & 25 Taylor's Clinical Skills Ch. 1 & 2
2/24/21	WED	0800-1240	ZOOM	**BRAVO/ WINFORD**	Module B1: (Theory) Nursing Process	Lynn, Fundamentals Textbook Ch. 13-18.
2/25/21	TH	0800-1240	ZOOM	**BRAVO/ WINFORD**	**Exam # 1 (Mod A1 & A2 Theory)** Module B2 (Theory) Nursing Process	Lynn, Fundamentals Textbook Ch. 13-18

WEEK 3	DAY	TIME	ROOM	INSTRUCTOR	DESCRIPTION	ASSIGNMENT
3/1/21	MON	0645-1515	2135 Labs	**BRAVO/ WINFORD**	**Lab Exam #1 (Mod B2)** Module C1(Lab): Standard Precautions, PPE, Sterile gloves, surgical gowning. Module C2 (Lab): Skin care of active to bed bound patients. **Simulation/ Skills Check Off Module B2**	Lynn, Fundamentals Textbook Ch. 24, 31 & 32 Taylor's Clinical Skills Ch. 1,6,7,8
3/2/21	TUE	0645-1515	2135 Labs	**BRAVO/ WINFORD**	Module C1 & C2 (Lab)Cont. **Simulation/ Skills Check Off Module B2** Simulation/Skills Practice	Lynn, Fundamentals Textbook Ch. 24, 31 & 32 Taylor's Clinical Skills Ch. 1,6,7,8
3/3/21	WED	0800-1240	ZOOM	**BRAVO/ WINFORD**	Module C1 (Theory): Standard Precautions	Lynn, Fundamentals Textbook Ch. 24, 31 & 32 Taylor's Clinical Skills Ch. 1,6,7,8
3/4/21	TH	0800-1240	ZOOM	**BRAVO/ WINFORD**	**Exam #2 (Mod B1 & B2)** Module C2 (Theory): Patient related concepts and Hygiene	Lynn, Fundamentals Textbook Ch. 24, 31 & 32 Taylor's Clinical Skills Ch. 1,6,7,8
WEEK 4	DAY	TIME	ROOM	INSTRUCTOR	DESCRIPTION	ASSIGNMENT
3/8/21	MON	0645-1515	2135 Labs	**BRAVO/ WINFORD**	**Lab Exam #2 Module C1 & C2** **Simulation /Skill Check Off Module C1 &C2** Module D1 (Lab Theory) Activity & Body Mechanics	Lynn, Fundamentals Textbook Ch. 27, 33 Taylor's Clinical Skills Ch. Ch. 4 & 9

3/9/21	TUE	0645-1515	2135 Labs	**BRAVO/ WINFORD**	Simulation/ Skills Practice Module D2 (Lab Theory) Activity & Body Mechanics	Lynn, Fundamentals Textbook Ch. 27 & Ch. 33 Taylor's Clinical Skills Ch. 4, Ch. 9
3/10/21	WED	0800-1240	ZOOM	**BRAVO/ WINFORD**	Module D1 (Theory) Activity	Videos as assigned Lynn, Fundamentals Textbook Ch. 27, CH. 33 Taylor's Clinical Skills Ch. Vh. 4 & 9
3/11/21	TH	0800-1240	ZOOM	**BRAVO/ WINFORD**	**Exam #3 (Mod C1 & C2)** Module D2 (Theory) Activity	Lynn, Fundamentals Textbook Ch. 27, Ch. 33 Videos and Class activities as assigned. Taylor's Clinical Skills Ch. Ch. 4 & 9
WEEK 5	**DAY**	**TIME**	**ROOM**	**INSTRUCTOR**	**DESCRIPTION**	**ASSIGNMENT**

3/15/21	MON	0645-1515	2135 Labs	**BRAVO/ WINFORD**	**Lab Exam #3 Mod D1 & D2** Module F (Lab Theory) Specimen Collection, I & O **Simulation /Skill Check Off Module D1 & D2**	Taylor's Clinical Skills Ch. 18 Videos as assigned. Videos/ATI
3/16/21	TUE	0645-1515	2135 Labs	**BRAVO/ WINFORD**	Simulation/ Skills Practice Module F (Lab Theory) Specimen Collection, I & O	Taylor's Clinical Skills Ch. 18 Videos/ATI
3/17/21	WED	0800-1240	ZOOM	**BRAVO/ WINFORD**	Module E (Theory) Patient Comfort, Rest, and Sleep	Lynn, Fundamentals Textbook Ch. 34 & 35 Taylor's Clinical Skills Ch. 10
3/18/21	TH	0800-1240	ZOOM	**BRAVO/ WINFORD**	**Exam #4 (Mod. D1 & D2 Theory)** Cont. Module E Theory	Lynn, Fundamentals Textbook Ch. 34 & 35 Taylor's Clinical Skills Ch. 10 Videos as assigned
WEEK 6	**DAY**	**TIME**	**ROOM**	**INSTRUCTOR**	**DESCRIPTION**	**ASSIGNMENT**
3/22/21	MON	0645-1515	2135 Labs	**BRAVO/ WINFORD**	**Lab Exam #4 Mod F** Module G (Theory & Lab) Medication Administration Non-Injectable and Injectable Meds **Simulation /Skill Check Off Module F**	Lynn, Fundamentals Textbook Ch. 29 Taylor's Nursing Skills Ch. 5
3/23/21	TUE	0645-1515	2135 Labs	**BRAVO/ WINFORD**	**Simulation /Skill Check Off Module F**	Lynn, Fundamentals

					Simulations/Skills Practice	Clinical Nursing Skills
3/24/21	WED	0800-1240	ZOOM	**BRAVO/ WINFORD**	Module F (Theory)Nutrition	Lynn, Fundamentals Textbook Ch. 36 Taylor's Nursing Skills Ch. 11
3/25/21	TH	0800-1240	ZOOM	**BRAVO/ WINFORD**	**Exam #5 (Mod. E Theory)** Module H (Theory) Growth and Development	Lynn, Fundamentals Textbook Ch. 21, 22 & 23
WEEK 7	**DAY**	**TIME**	**ROOM**	**INSTRUCTOR**	**DESCRIPTION**	**ASSIGNMENT**
3/29/21	MON	0645-1515	2135 Labs	**BRAVO/ WINFORD**	**Lab Exam #5 (Mod G)** Module K (Theory) & (Lab Theory) Documentation **Module G Skills Check Offs**	Lynn, Fundamentals Textbook 19 & 20 Taylor's Nursing Skills
3/30/21	TUE	0645-1515	2135 Labs	**BRAVO/ WINFORD**	**Module G Skills Check Offs** Simulations/Skills Practice	ATI Videos Assignmed Handouts
3/31/21	WED	0800-1240	ZOOM	**BRAVO/ WINFORD**	Module I (Theory) Helping Relationship, Safe Environment, and the Hospital Experience.	Handout #1 Handout #2 Videos/Articles as assigned
4/1/21	TH	0800-1240	ZOOM	**BRAVO/ WINFORD**	**Exam #6 Exam (Mod. F & H & I Theory)** Module J: (Theory) Communication Process	Lynn, Fundamentals Textbook Ch. 8, 9, 10, 12
******SPRING BREAK 4/5/21 - 4/9/21 IVC CAMPUS CLOSED ******						
WEEK 8	**DAY**	**TIME**	**ROOM**	**INSTRUCTOR**	**DESCRIPTION**	**ASSIGNMENT**
4/12/21	MON	0645-1515	2135 Labs	**BRAVO/ WINFORD**	**SIMS/Skills Check-Offs A-J**	Taylor's Nursing

					Lab Exam #6 (Mod J & K)	Skills/ATI/Videos
4/13/21	TUE	0645-1515	2135 Labs	**BRAVO/ WINFORD**	**Cont. SIMS/Check-Offs A-J**	**ALL SKILLS MUST BE CHECKED OFF BY THIS DATE**
4/14/21	WED	0800-1240	ZOOM	**BRAVO/ WINFORD**	Clinical Orientation	**ORIENTATION ONLINE**
4/15/21	TH	0800-1240	ZOOM	**BRAVO/ WINFORD**	**FINAL EXAM STUDENT EVALS**	

Tentative, subject to change without prior notice