ANGELO STATE UNIVERSITY
MASTER of SCIENCE in NURSING

NUR6317
HEALTH POLICY & ETHICS
FALL, 2019
BEVERLY GREENWALD, PhD, MSN, FNP-BC, NP-C, CGRN, RN
COURSE NUMBER
NUR6317

COURSE TITLE
Health Policy and Ethics

CREDITS
Three Semester Credit Hours (3-0-0)
Online Class: Meets completely online using Blackboard

PREREQUISITE COURSES
No courses, Graduate Standing

CO-REQUISITES
None

PRE-REQUISITE SKILLS
Accessing internet web sites, use of ASU Library resources, and proficiency with Microsoft Word and/or PowerPoint are expectations of the Nursing Program. Collaborative management programs such as PBwiki may be used for group projects. Computer access requirements are further delineated in the Graduate Handbook. Tutorials for ASU Library and for Blackboard are available through RamPort. The ASU Graduate Student Handbook should be reviewed before taking this course.
The ASU Graduate Nursing Handbook found on the Nursing home page should be reviewed before taking this course.
http://www.angelo.edu/dept/nursing/student_resources/grad_info.php

COURSE DELIVERY
This is an online course offering. The course will be delivered via the Blackboard Learning Management System. The course site can be accessed at ASU’s Blackboard Learning Management System

For online classes, the level of academic rigor is parallel to that of a face-to-face section of the same course and is aligned with departmental standards. Students are advised to approach this course with the same commitment they would make to a face-to-face course. This course is worth 3 credits and like the face-to-face courses, students will be expected to ‘attend’ 3 times per week. Attendance is required asynchronously (meaning any time of day) on the Video Boards.

TECHNICAL REQUIREMENTS
Please see technical requirements for MSN classes at this link:
http://www.angelo.edu/dept/nursing/student_resources/computer_requirements.php

TECHNICAL SUPPORT
Helpdesk: 325-942-2911 or helpdesk@angelo.edu

FACULTY
BEVERLY GREENWALD, PhD, MSN, FNP-BC, NP-C, CGRN, RN
Office: Online Faculty
Phone: (701) 261-4795
Fax: (325) 942-2236
Preferred method of communication: General questions may be asked on the Discussion Board ‘I have a question’ Forum where other students can have the same questions answered. More urgent questions may be asked by either phone or email. I do get my email on my phone and if I miss a phone call, I return all calls as soon as possible. Please use the contact method that meets the urgency of your need.

OFFICE HOURS
Please arrange office hours by phone or email. I am available most times during the week or weekends.

TIME ZONE
ASU and this faculty are on Central Standard Time (CST). All due dates and times in this syllabus are CST. Students working outside of CST will need to make the necessary adjustments and comply with CST.

COURSE DESCRIPTION
This course prepares students as effective agents of change by building leadership skills in health care policy development, implementation and evaluation. Ethics content promotes self-care and active advocacy. Student understanding of local, national, and global factors is expanded to facilitate clinical reasoning and collaborative engagement with all healthcare professionals in redesigning systems to achieve equity, safety, and quality for better healthcare outcomes. Prerequisite: Graduate Standing

COURSE OVERVIEW
Students will learn why every nurse needs to know about policy and ethics. Students will apply the ethical principles to nursing practice and research by completing several activities with advanced directives, organ donation, medical marijuana, vaccinations, and human subject protection in research. Students will propose solutions for racial and ethnic disparities in health care; health promotion and disease prevention as a cost saving measure; quality patient outcomes; and access to care. Students will learn about policy and politics in the workplace and workforce; advocacy for change in health care systems and local, state and federal government; financing health care; and the role of nursing organizations, foundations, and special interest groups in improving health care delivery.

MSN PROGRAM OUTCOMES
Upon program completion, the MSN graduate will be prepared to:
1. Integrate nursing and related sciences into the delivery of advanced nursing care to diverse populations.
2. Apply organizational and systems leadership skills.
3. Design and implement quality improvement initiatives
4. Integrate best research evidence to improve health outcomes.
5. Utilize informatics, healthcare technology and information systems.
6. Advocate through system level policy development.
7. Employ effective communication in inter-professional teams
8. Synthesize the impact of health determinants for provision of culturally relevant health promotion/disease prevention strategies.
9. Practice at the level of a Master’s prepared nurse.

STUDENT LEARNING OUTCOMES
<table>
<thead>
<tr>
<th>Student Learning Outcome</th>
<th>Assignment(s) or activity(ies) validating outcome achievement:</th>
<th>Mapping to MSN Program Outcomes</th>
<th>Mapping to AACN MSN Essentials</th>
<th>Mapping to NONPF Competencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Apply ethical analysis and clinical reasoning to assess, intervene, and evaluate patient care and outcomes.</td>
<td>Module 2 Texas Advanced Directives Texas Advanced Directives Questions Texas Donate Life Form Texas Donate Life Form Questions Texas Advanced Directives Workplace Policy Development</td>
<td>1 Integrate nursing and related sciences into the delivery of advanced nursing care to diverse populations.</td>
<td>Essential I: Background for Practice from Sciences and Humanities 1 Integrate ethical principles into the delivery of advanced nursing care to diverse populations. 2 Evaluate the ethical consequences of decisions. 3 Apply ethical analysis and clinical reasoning to assess, intervene, and evaluate advanced nursing care delivery.</td>
<td>Ethics 1 Integrates ethical principles in decision making. 2 Evaluates the ethical consequences of decisions. 3 Applies ethically sound solutions to complex issues related to individuals, populations and systems of care.</td>
</tr>
<tr>
<td>2 Develop an understanding of how healthcare delivery systems are organized and financed (and how this affects patient care) and identify the economic, legal, and political factors that influence healthcare.</td>
<td>Module 6 Book Report</td>
<td>2 Apply organizational and systems leadership skills.</td>
<td>Essential II: Organizational and Systems Leadership 2 Develop an understanding of how healthcare delivery systems are organized and financed (and how this affects patient care) and identify the economic, legal, and political factors that influence health care.</td>
<td>Leadership 2 Provides leadership to foster collaboration with multiple stakeholders (e.g. patients, community, integrated health care teams, and policy makers) to improve health care.</td>
</tr>
<tr>
<td>3 Design systems change strategies that improve the care environment.</td>
<td>Module 4 Texas Advanced Directives Workplace Policy Development Professional Organization Involvement and Political Advocacy</td>
<td>2 Apply organizational and systems leadership skills.</td>
<td>Essential II: Organizational and Systems Leadership 6 Design and implement systems change strategies that improve the care environment.</td>
<td>Leadership 7 Participates in professional organizations and activities that influence advanced practice nursing and/or health outcomes of a population focus.</td>
</tr>
<tr>
<td>4 Analyze how policies influence the structure and financing of institutional, local, state, and federal policy.</td>
<td>Module 3 Module 6 Module 7 Book Report</td>
<td>6 Advocate through system level policy development.</td>
<td>Essential VI: Health Policy and Advocacy 1 Analyze how policies influence the structure and financing of health care, practice, and health outcomes.</td>
<td>Policy 2 Advocates for ethical policies that promote access, equity, quality, and cost.</td>
</tr>
<tr>
<td>5 Participate in the development and implementation of institutional, local, state, and federal policy.</td>
<td>Module 9 The Nurse as Policy Advocate in the Community Book Report</td>
<td>6 Advocate through system level policy development.</td>
<td>Essential VI: Health Policy and Advocacy 2 Participate in the development and implementation of institutional, local, and state and federal policy.</td>
<td>Policy 4 Contributes in the development of health policy.</td>
</tr>
</tbody>
</table>
Interpret research, bringing the nursing perspective for policy makers and stakeholders.

Module 5

Advocate through system level policy development.

Essential VI: Health Policy and Advocacy
4 Interpret research, bringing the nursing perspective, for policy makers and stakeholders.

Leadership
5 Advances practice through the development and implementation of innovations incorporating principles of change.

Advocate for policies that improve the health of the public and the profession of nursing.

Module 8
Module 9 Professional Organization Involvement and Political Advocacy The Nurse as Policy Advocate in the Community

Advocate through system level policy development.

Essential VI: Health Policy and Advocacy
5 Advocate for policies that improve the health of the public and the profession of nursing.

Policy
2 Advocates for ethical policies that promote access, equity, quality, and cost.

REQUIRED TEXTS AND MATERIALS


American Psychological Association. (2009). Publication manual of the American Psychological Association (6th ed.). Washington, DC: American Psychological Association. ISBN: 978-1-4338-0562-2 Students will want to purchase this text as it is used in every course in our program. There will be an APA Quiz and this manual (in print version) will need to be marked in advance of taking this quiz.

Mason, D. J., Leavitt, J. K., & Chaffee, M. W. (2016). Policy and politics in nursing and health care (7th edition with revised reprint on the Affordable Care Act). St Louis: Elsevier/Saunders. ISBN: 978-0-323-24144-1 Students will want to purchase this text (rather than rent) and keep it for review for the MSN Comprehensive Exam. The Policy and Ethics quizzes are not open book, so either the print or online version is fine.

OTHER REQUIRED MATERIALS

NOTE: Access to exams will be through Respondus Lockdown Browser and will be video recorded via Respondus Monitor [See Other Required Materials for a list of needed equipment]. Use of another electronic device is prohibited.

There is one practice quiz: a short 10 question practice quiz over ASU trivia that is not graded. These tools will be available to the student to assure accessibility. Students are highly encouraged to go through this practice quiz in advance of taking a graded quiz. This process will allow you to become familiar with the technology associated with testing and improve the testing environment. Instructional videos and more information regarding Respondus Monitor can be found under the Respondus Monitor Help tab in your Blackboard course.

To participate in one of ASU’s distance education programs, you need this technology:
- A computer capable of running Windows 7 or later, or Mac OSX 10.8 or later
- The latest version of one of these web browsers: internet Explorer, Firefox, or Safari
- Microsoft Office Suite or a compatible Open Office Suite
- Adobe Acrobat Reader
- High Speed Internet Access
- Ethernet adapter cable required (wireless connections can drop during tests and Collaborate sessions)
- Webcam

Refer to Angelo State University’s Distance Education website for further technology requirements: Angelo State University’s Distance Education Website
RECOMMENDED TEXTS
No additional texts

TOPIC OUTLINE
Course Introduction
The Ethics of Nursing and Politics.
Introduction to Policy and Politics in Nursing and Health Care
Policy and Politics in the Workplace and Workforce
Policy and Politics in Research and Nursing Science
Health Care Delivery and Financing
Policy and Politics in the Government
Policy and Politics in Associations and Interest Groups
Policy and Politics in the Community

GRADING SYSTEM
Course grades will be dependent upon completing course requirements and meeting the student learning outcomes. All course requirements must be completed at a passing level to pass this course.

The following grading scale is in use for this course:
A = 90.00-100 points
B = 80.00-89.99 points
C = 70.00-79.99 points
D = 60.00-69.99 points
F = 0-59.99 points (Grades are not rounded up)

EVALUATION AND GRADES
Graded activities and percent of the overall course grade

<table>
<thead>
<tr>
<th>Graded Activity</th>
<th>Due Date</th>
<th>My personal Start Date</th>
<th>Points</th>
<th>Percentage of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete set of due dates to add to the planner of your choice.</td>
<td>Thursday, Aug 29 at 11 pm</td>
<td></td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

Please note that these are the official due dates for all activities in this course. Every effort is made to have these dates consistent with the remainder of the syllabus and the dates on the Discussion Boards, Learning Modules, and Assignment submission links.

Any discrepancies should be resolved by using the dates listed here!

All MSN Nursing courses should be managed the same way, every semester. Here is a list of activities students should do for every course, every semester.

Read the entire syllabus.

Read the Student Handbook. Students are responsible to know this guide to academic success. The Student Handbook is found on the Nursing Homepage under ‘Student Resources.’ This handbook should be reviewed every semester.

MSN Comprehensive Exam Review Guide: found under Student Resources on the Nursing Home Page. Please concurrently complete this review guide for each of your core courses in
preparation for this make-or-break-you exam. See the Student Handbook regarding the consequences of failing this important exam.

Enter all due dates from the course schedule into a tracking system of the student’s choice (calendar, outlook, appointment book...)

Communication is essential in an online course. Communication requires 1) that a message is sent and 2) that the message is received.

Ensure that communication will be received:
1) via ASU email on a daily basis per the Department of Nursing requirements,
2) Review Discussion Boards and Announcements. The Question DB is a place where students can ask questions and learn from the questions other students have already asked.
3) Review the feedback faculty provide on the Grade Center for each submitted assignment.

Review each blue tab along the left side of the BB course.

Module 1: APA Manual Exercise and Journal Article Exercise  Aug 30, 11 pm  20

APA Quiz (and Remedial Action Plan if score is less than 80%)  Aug 30, 11 pm, Quiz Due  Sept 6, 11 pm, Remedial Action Plan due, if needed.  22

What is a “Heads up?” A warning that something is going to happen, usually so that you can prepare for it. An alert that the assignment requires special attention and advanced planning for success. A cue that starting on Friday night at 10 pm is guaranteed failure.

Heads up: Manager Interview
You will need to find and interview a manager of a health care “unit” for your Module 4 assignment due Oct 11. Be sure to work on making contact with your manager in a timely fashion! These managers have no obligation to cooperate and you may need to make multiple attempts.

Heads up: Author Interview
You will find several articles for this course and you will need to interview one of the authors. Be sure to work on making contact with your author in a timely fashion! These authors have no obligation to cooperate and you may need to make multiple attempts.

Heads Up: Module 6
Chapter 19 The Affordable Care Act: Historical Context and an Introduction to the State of Health Care in the United States, 184-196

The Affordable Care Act is a Current Events topic in this course. Please begin to take note of the health care and insurance developments.

Heads Up: Module 9 Assignment
The Nurse as Policy Advocate in the Community: 100 points, Due Nov 29, 11 pm. Nov 29 is a

Students need to complete CEUs on Medscape and submit the CEU Tracker on
- Nurse Practitioners: At the Forefront of HPV-Related Disease Prevention 0.5 CEU, 0.5 Pharm CEU 12/20/18 – 12/19/19
- Preventing HPV-Related Disease: From Global Perspectives to Local Solutions 1.0 CEU, 1.0 Pharm CEU, 12/7/18 – 12/6/19
- Distilling the Data: The Latest Updates on HPV-Related Disease and Its Prevention, 0.5 CEU, 0.5 Pharm CEU, 6/24/19 – 6/23/20
- Prioritizing Prevention of HPV-Related Disease: Opportunities for Obstetrician/Gynecologists 0.5 CEU, 0.5 Pharm CEU, 12/21/18 – 12/21/19
- Navigating the Data and Evolving Our Approach: Maximizing Opportunities to Prevent Cervical Cancer 0.5 CEU, 0.5 Pharm CEU, 8/29/18 – 8/29/20
- Immunization Throughout the Life Course: What Is the Clinician’s Role?, 0 CEU, 12/20/18 – 12/20/19

(+) = TBD as this up-to-age-45 years is a new recommendation (6/26/19)!
(-) = Whichever Medscape decides to remove from the CEU list.

Heads Up: Module 9 Assignment
The Nurse as Policy Advocate in the Community: 100 points, Due Nov 29, 11 pm. Nov 29 is a Holiday, you can submit your work on Nov 26 if you prefer.

You will need to choose whether you will advocate for a 1) local “ordinance”/law or 2) state law. You will need to do research on how a 1) local “ordinance”/law or 2) state law is a) initiated, b) put into place, and c) funded. Please do this research in a timely manner. Your research is due on Nov 8.

Video Assignments
See Video Assignment, below, for details on posting your video.

Each student is assigned a Module to post a video related to the topics covered in the Module. Some students are assigned a topic. Submit the video to faculty to review one week before the post is due.
<table>
<thead>
<tr>
<th>Aug 26</th>
<th>Module 1</th>
<th>Faculty Example 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept 1</td>
<td>Sept 8</td>
<td>Module 2 = Ethics</td>
</tr>
<tr>
<td>Sept 15</td>
<td>Sept 22</td>
<td>Module 3 = Ethics</td>
</tr>
<tr>
<td>Sept 29</td>
<td>Oct 6</td>
<td>Module 4 = Research</td>
</tr>
<tr>
<td>Oct 6</td>
<td>Oct 13</td>
<td>Module 5 = Research</td>
</tr>
<tr>
<td>Oct 20</td>
<td>Oct 27</td>
<td>Module 6 = Research</td>
</tr>
<tr>
<td>Oct 27</td>
<td>Nov 3</td>
<td>Module 7 = Research</td>
</tr>
<tr>
<td>Nov 3</td>
<td>Nov 10</td>
<td>Module 8 = Research</td>
</tr>
<tr>
<td>Nov 24</td>
<td>Dec 1</td>
<td>Module 9 = Research</td>
</tr>
</tbody>
</table>

Journal Article Exercises (10 points each)
Module 1
Module 6
Aug 30, 11 pm
Nov 1, 11 pm
10 10

Module 2 (Preparation for Module 4 activity, therefore the points are included in Module 4 exercise)
Texas Advanced Directives
Texas Advanced Directives Questions
Texas Donate Life Form
Texas Donate Life Form Questions
Sept 13, 11 pm
0 (points awarded in Module 4)

Module 4
Manager Interview
Texas Advanced Directives Workplace Policy Development
Oct 11, 11 pm
60

Political Networking: The Research Portion of Module 9, The Nurse as Policy Advocate in the Community
Nov 8, 11 pm
0

Module 8
Professional Organization Involvement and Political Advocacy
Nov 15, 11 pm
25

Module 9
The Nurse as Policy Advocate in the Community
Note the point value! This is not an assignment to start and complete in one day! Don’t procrastinate.
Nov 29, 11 pm
Nov 29 is a Holiday, if you prefer, submit Nov 26.
100

Module 9
Book Report (Final Exam)
Note the point value! This is not an assignment to start and complete in one day! Don’t procrastinate.
Dec 6, 12 noon
100

Module 9
Self-Evaluation of Course Objectives
Dec 6, 12 noon
1
Module Reading Comprehension Exercises (MRCE, #9 Modules)

Each assigned chapter/article will have 3 questions on the MRCE.

2.5 minutes per question are allows for these MRCE.

The number of questions per MRCE is dependent upon how many chapters and articles are assigned for that week.

The questions require students read and study the assigned reading. The questions are fill-in-the-blank, short answer, essay, choose all that apply, T/F, and multiple choice. The purpose of these MRCE is that students will read and study the assigned reading.

These MRCE are open during the “READ” week of the Module to ensure students have completed the assigned reading before working on the written assignments.

These MRCE require Respondus Lock-down browser and a webcam.

No notes, text, or resources can be used.

The MRCE scores are curved according to student performance. The points possible for each MRCE will be included in the grade column on the Grade Center after all MRCE are graded for each Module.

Everything is due at 12 noon on December 6.

TEACHING STRATEGIES

Assigned readings, Internet resources, and written assignments. Individual consultation with instructor periodically and as needed.

Group discussion, problem-solving and research, and online activities will be used to promote student learning. Individual consultation with instructor periodically and as needed.

Students are expected to be “active learners.” It is a basic assumption of the instructor that students will be involved (beyond the materials and lectures presented in the course) discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples on the Internet, and discussing course material and clinical experiences with their peers. A Discussion Board is provided in Blackboard specifically for students (“Student Lounge”) to share websites, articles, apps, and clinical experiences relevant to the course topics.

ASSIGNMENT DESCRIPTIONS

*Please note: Rubrics for all assessments are located at the end of this syllabus. Students are expected to include the rubric for each submission. These documents are “add only; delete nothing” meaning that you add your work to the document without deleting the directions. The documents to be used for your work are located under ‘Assignments’ and on the “Modules” on BlackBoard. Simply add your
work where indicated (do not delete the directions or any portion), save with an appropriate name for
the file, and submit under the appropriate Assignments link on BB.

APA Quiz:

American Psychological Association (APA) is the Gold Standard in nursing for documentation
of references. Nursing graduate students are expected to write at the graduate level. Students
will prepare the APA manual for use in the MSN courses and then complete a review of proper
APA format and an APA quiz. A score of less than 80% on this quiz will necessitate a Remedial
Action Plan to resolve APA deficiencies. This Remedial Action Plan is developed by the student
and tailored to remedy the student’s individual issues and deficiencies.

Policy or Ethics Video:

Each student is assigned one week to provide a video related to the Module content. Use the
form provided and submit under “Assignments” by your assigned due date. Faculty will review
the submission and possibly make recommendations for choosing a different video.

Module Reading Comprehension Exercises (MRCE, #9):

Nine Modules will include a Module Reading Comprehension Exercise (MRCE) during the “READ”
week. The number of questions per MRCE is dependent upon how much material is assigned for
that week. The reading is not equally divided: rather, the Units are covered as listed in the text.
Check ahead to ensure you have enough time to complete the reading for each Module. Each
MRCE question is worth 1 point and each chapter or article has 3 questions. The questions
require students read and study the assigned reading. The questions are of all types: fill-in-the-
blank, short answer, essay, choose all that apply, matching, and multiple choice. The purpose of
these MRCE is that students will read and study the assigned reading. These MRCE require
Respondus Lock-down browser and a webcam. No notes, text, or resources can be used.

Written Activities:

Author Interview:
Students will find quality, peer-reviewed journal articles for this course and interview one of
those authors or an author of another article.

Ethics Activities:
Students will apply the ethical principles to nursing practice and research by completing several
activities.
Texas Advanced Directives- Students will complete a copy of the Texas Advanced Directives.
Texas Advanced Directives Questions- Students will reflect on their experience completing a
copy of the Texas Advanced Directives.
Texas Donate Life Form- Students will complete a copy of the Texas Donate Life form.
Texas Donate Life Form Questions- Students will reflect on their experience completing a copy
of the Texas Donate Life form.

Political Advocacy Activities:
Nurses are expected to advocate for policy at several government levels: community, state, and federal. Nurses also play a leadership role in the workplace and professional organizations. Key principles of political leadership and advocacy are utilized for each of the following assignments:

**Texas Advanced Directives Workplace Policy**- Students will create a policy to promote the completion of Advanced Directives for *each and every* patient registered at a clinic or admitted to a hospital.

**The Nurse as Policy Advocate in the Community**- Students will create effective legislation to ensure and finance HPV immunization in his or her community or state.

**Professional Organization Involvement and Political Advocacy**- Students will identify a nursing organization with political aspirations and create an action plan for his or her own participation in that organization to advance one cause.

**Book Report:**
Abraham’s book follows the Banes family’s experience with health care and gives rich examples of how some Americans live and how their health care needs are not optimally met. After reading this text, students are expected to be able to a) identify various problems this family encountered and b) propose policy changes to address them and improve the outcomes. For this exercise, students will analyze the family’s problems and propose political solutions to 1) Racial and Ethnic Disparities in Health Care, 2) Ethical Dilemmas in Health Care, 3) Health Promotion and Disease Prevention as a Cost Saving Measure, 4) Quality of Care, and 5) Access to Care. The Book Report will serve as the Final Exam for this course.

**Self-Evaluation of Course Objectives:**
Students will complete a self-evaluation of meeting the Course Objectives listed in the syllabus.

**GENERAL POLICIES RELATED TO THIS COURSE**
All students are required to follow the policies and procedures presented in the following document:
- Angelo State University Student Handbook located on the ASU website: [Angelo State University's Student Handbook](http://www.angelo.edu/services/registrar/academic_calendar.php)

**IMPORTANT UNIVERSITY DATES, FALL 2019**
See Academic Calendar at: [http://www.angelo.edu/services/registrar/academic_calendar.php](http://www.angelo.edu/services/registrar/academic_calendar.php)
- First Day of Class: **August 26**
- Labor Day: **September 2**
- Last Day to Withdraw: **November 1**
- Thanksgiving Break: **November 27, 28, and 29**
- Fall Semester ends: **December 13**
- Final Exams Week: **December 9 – December 13**
- Commencement: **December 14**

**STUDENT RESPONSIBILITY & ATTENDANCE**
This class is asynchronous, meaning students do not have to be on-line at a certain time. There are readings which students must complete to be able to adequately participate in individual and group assessments. **To complete this course successfully, students do have to participate in all course activities i.e. discussion boards, course projects, etc. as well as submit and pass all assignments.**

Students are expected to engage in course activities and **submit work by due dates and times**. The hope is that students will make substantive contributions which reflect integration of assigned materials as well as any outside readings as appropriate. Scholarly contribution is an expectation. For planning
purposes, this class will probably require a minimum of 6-9 study hours per week, on average. The course is set up so that students can work ahead which assists with time-management and timely completion of course objectives.

Attendance is required asynchronously on 1) Monday or Tuesday and 2) Wednesday or Thursday and 3) Friday or Saturday. Check in and verify you’re not missing something and you won’t miss a thing.

1. The most current DBs are at the top. Check those DBs.
2. Check the Assignments tab: the due dates for assignments are listed.
3. Check the Announcements: Exams will post there.

Please note: students from other institutions, taking a one-time ASU course, are bound by ASU policies in this course.

COMMUNICATION
Faculty will respond to email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday.

Written communication via Blackboard: It is an expectation of this class that students use formal writing skills giving appropriate credit to the source of ideas. Follow APA (2010) 6th edition (2nd Printing or higher, only) guidelines for referencing.

Written communication via email: All private communication will be done exclusively through ASU email addresses. Please check your ASU email daily for announcements and policy changes. The ASU Help Desk (800-942-2911 or 325-942-2911) can help you get your ASU email on your cell phone to assist with this essential communication.

Virtual communication: Office hours and/or advising may be done with the assistance of the telephone, Skype, Join.me, Google Hangouts, etc.

Use Good “Netiquette“:
• Check the discussion frequently and respond appropriately and on subject.
• Focus on one subject per message and use pertinent subject titles.
• Capitalize words only to highlight a point or for titles. Generally, words that are all capitalized are more difficult to read. Excessive capitalizing may be viewed as SHOUTING! (Meaning that capitalizing does highlight a point without being deemed shouting. Note the headings in this standard syllabus template: all capital letters are used for emphasis and are not deemed as shouting.)
• Be professional and careful with your online interaction. Proper address for faculty is by formal title such as Dr. or Ms./Mr. Jones unless invited by faculty to use a less formal approach.
• Cite all quotes, references, and sources. Quotes should be used sparingly, if at all. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.
• When posting a long message, it is generally considered courteous to warn readers at the beginning of the message that it is a lengthy post. Be sure to summarize, rather than copy information from the internet or an article.
• It is extremely rude to forward someone else’s messages without their permission.
• It is fine to use humor, but use it carefully. The absence of face-to-face cues can cause humor to be misinterpreted as criticism or flaming (angry, antagonistic criticism). Feel free to use emoticons such as J or :) to let others know you are being humorous.
(The above "netiquette" guidelines were adapted from Arlene H. Rinald's article, The Net User Guidelines and Netiquette, Florida Atlantic University, 1994, available from Netcom.)

**ASSESSMENT SUBMISSION**

All assignments MUST be submitted through the Assignments link in the Blackboard course site. This process is necessary for grading, documenting, and archiving purposes. Issues with technology use arise from time to time. If a technology issue does occur regarding an assignment submission, email me at Beverly.Greenwald@angelo.edu and attach a copy of what you are trying to submit. Please contact the IT Service Center at (325) 942-2911 or go to your Technology Support tab to report the issue. This approach lets me know you completed the assignment on time and are just having problems with the online submission feature in Blackboard. Once the problem is resolved, submit the assignment through the appropriate link. This process will document the problem and establish a timeline. Be sure to keep a backup of all work. Be sure to hit ‘save’ prior to submitting your work so the completed assignment gets submitted.

**LATE WORK OR MISSED ASSESSMENTS POLICY**

The course is set up on weekly modules. The week begins on Monday at 1 am CST and ends on Saturday at 11 pm CST. Assignment due dates are shown on the schedule. Late submissions are not accepted without prior approval of faculty. Students must complete all work for this course to pass this course, even if the late submission is not accepted for a grade. Faculty reserve the right to deduct points if late assignments are accepted past the original due date.

**ACADEMIC HONESTY**

Academic honesty is expected on all work. Students are expected to maintain complete honesty and integrity in their online experiences. Any nursing student found guilty of any form of dishonesty in academic work is subject to disciplinary action through the Texas Board of Nursing and possible expulsion from ASU.

The Archer College of Health and Human Services adheres to the academic honesty statement as set forth in the Angelo State University Student Handbook: [Angelo State University's Academic Integrity Policy](#). The University "faculty expects all students to engage in all academic pursuits in a manner that is above reproach and to maintain complete honesty and integrity in the academic experience both in and out of the classroom setting and may initiate disciplinary proceedings against a student accused of any form of academic dishonesty, including but not limited to, cheating on an examination or other academic work, plagiarism, collusion, and the abuse of resource materials.

**PLAGIARISM**

Plagiarism at ASU is a serious topic. The Angelo State University’s Honor Code gives specific details on plagiarism and what it encompasses. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

In your discussions and/or papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. We use the *APA Style Manual of the American Psychological Association* as a guide for all writing assignments. Quotes should be used sparingly, if at all. You will not likely find quotes in a journal publication other than in phenomenological studies. Rather than quoting, it is expected that students will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list. Papers are subject to be evaluated for originality.
via Bb Safe Assignment or Turnitin. Resources to help you understand this policy better are available at the ASU Writing Center: Angelo State University's Writing Center Website

STUDENTS WITH DISABILITIES
1. "Angelo State University is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), and subsequent legislation."

2. The Office of Student Affairs is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability, and it is the student’s responsibility to initiate such a request by contacting the Office of Student Affairs, University Center, Room 112 at (325) 942-2047 or (325) 942-2211 (TDD/FAX) or by e-mail at studentservices@angelo.edu to begin the process. The Office of Student Affairs will establish the particular documentation requirements necessary for the various types of disabilities.

Reasonable accommodations will be made for students determined to be disabled or who have documented disabilities.

TITLE IX at ANGELO STATE UNIVERSITY
Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. Sex discrimination, sexual misconduct, public indecency, interpersonal violence, sexual assault, sexual exploitation, sexual harassment, and stalking are not tolerated at ASU. As a faculty member, I am a Responsible Employee meaning that I will report any allegations I am notified of to the Office of Title IX Compliance in order to connect students with resources and options in addressing the allegations reported. You are encouraged to report any incidents to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator. You may do so by contacting:

Michelle Boone, J.D.
Director of Title IX Compliance/Title IX Coordinator
Mayer Administration Building, Room 200
325-942-2022
michelle.boone@angelo.edu

You may also file a report online 24/7 at www.angelo.edu/incident-form.

If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

The Office of Title IX Compliance also provides accommodations related to pregnancy (such as communicating with your professors regarding medically necessary absences, modifications required because of pregnancy, etc.). If you are pregnant and need assistance or accommodations, please contact the Office of Title IX Compliance utilizing the information above.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.
INCOMPLETE GRADE POLICY (OP 10.11 Grading Procedures)
It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required.

STUDENT ABSENCE FOR OBSERVANCE OF RELIGIOUS HOLY DAYS
“A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence.” Please see ASU Operating Policy 10.19.

COPYRIGHT POLICY
Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

SYLLABUS CHANGES
The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of such changes by email, course announcements and/or via a discussion board announcement. It is the student’s responsibility to look for such communications about the course daily.

WEBLINKS:
- Board of Nursing for the State of Texas http://www.bne.state.tx.us/
- National Institute of Nursing Research (NINR) HTTPS://WWW.NIH.GOV/ABOUT-NIH/WA T-WE-DO/NIH-ALMANAC/NATIONAL-INSTITUTE-NURSING-RES EARCH-NINR
- Campaign for Action (The Future of Nursing) http://campaignforaction.org/

COURSE EVALUATION
The following is information from the Graduate Student Handbook regarding the IDEA Ratings of Faculty and Courses:

- Developing knowledge and understanding of diverse perspectives, global awareness, or other cultures

Students are provided the opportunity and are strongly encouraged to participate in a course evaluation at the end of the semester. Focus areas on the IDEA evaluation include:
- Learning to apply course material (to improve thinking, problem solving, and decisions)
- Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course
## COURSE SCHEDULE

<table>
<thead>
<tr>
<th>Learning Module</th>
<th>Weeks and Dates</th>
<th>Readings, Assignments, &amp; Participation</th>
<th>Topic(s)</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Module 2: The Ethics of Nursing and Politics</td>
<td>Week 2: Sept 1 – Sept 6 Week 3: Sept 8 – Sept 13</td>
<td>See Learning Module 2</td>
<td>Health Policy Politics Professional Ethics Ethical Principles Ethical Theories Code of Ethics for Nurses</td>
<td>Module 2 Reading Comprehension Exercise, Sept 6 Participate in Video Board, Module 2, Sept 13 Complete Module 2: Texas Advanced Directives, Sept 13</td>
</tr>
<tr>
<td>Module 5: Policy and Politics in Research and Nursing Science</td>
<td>Week 8: Oct 13 – Oct 18</td>
<td>See Learning Module 5</td>
<td>Science Research Evidence Medical Marijuana</td>
<td>Module 5 Reading Comprehension Exercise, Oct 18 Participate in Video Board, Module 5, Oct 18</td>
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<tr>
<td></td>
<td>Week 10: Oct 27 – Nov 1</td>
<td></td>
<td></td>
<td>Module 6 Reading Comprehension Exercise, Part 2, open from Oct 20 – Oct 25</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Participate in Video Board, Module 6, Nov 1</td>
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<td></td>
<td></td>
<td>Video Board, Module 7, Nov 8</td>
</tr>
<tr>
<td>Module 8: Policy and Politics in Associations and Interest Groups</td>
<td>Week 12: Nov 10 – Nov 15</td>
<td>See Learning Module 8</td>
<td>Nursing Associations, Professional Organizations</td>
<td>Module 8 Reading Comprehension Exercise, Nov 15</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Participate in Video Board, Module 8, Nov 15</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Module 8: Professional Organization Involvement and Political Advocacy, Nov 15</td>
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<td></td>
<td></td>
<td></td>
<td>Author Interview, Nov 15</td>
</tr>
<tr>
<td>Module 9: Policy and Politics in the Community</td>
<td>Week 13: Nov 17 – Nov 22</td>
<td>See Learning Module 9</td>
<td>Community Activism, Infectious Disease, Global Health</td>
<td>Module 9 Reading Comprehension Exercise, Nov 22</td>
</tr>
<tr>
<td></td>
<td>Week 14: Nov 24, 25, and 26 (Nov 27, 28, and 29 are Holidays)</td>
<td></td>
<td></td>
<td>Module 9: Nurse as Policy Advocate in the Community, Nov 29 (Nov 29 is a Holiday, if you prefer, submit Nov 26, 11 pm). Participate in Video Board, Module 9, Dec 6 at 12 noon</td>
</tr>
<tr>
<td></td>
<td>Week 15: Dec 1 – Dec 6 12 noon</td>
<td></td>
<td></td>
<td>Module 9: Book Report, Dec 6 at 12 noon</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Student Self-Evaluation, Dec 6, 12 noon</td>
</tr>
</tbody>
</table>

Everything is due by Dec 6 at NOON!
Clarifying the Syllabus, Assignments, and other Course Requirements

Please note that there is an “I have a question” Forum on the Discussion Board. This is an area where students can clarify all details about the syllabus and assignments. There is also a Discussion Board for each assignment. These assignment Discussion Boards are another means to clarify the directions and expectations for each assignment. Students can also email me at Beverly.Greenwald@angelo.edu / phone 701-261-4795. I encourage students to ask questions and will share these questions and answers on the Discussion Board.

END OF SYLLABUS
Start of Assignment Rubrics:
RUBRICS FOR ASSESSMENTS

*Please Note: All written assignments are included in this non-modifiable, PDF-format syllabus for student review. However, students must go to the blue ‘Learning Modules’ or ‘Assignments’ tabs on BlackBoard to find the actual documents used for these assignments. Whenever possible, the documents under the ‘Learning Modules’ or ‘Assignments’ tabs are in modifiable, Word Document format where students enter their work directly into the documents found at each submission link. These documents are “add only, delete nothing,” meaning do not delete the directions (merely add your work, save, and submit). Students are expected to complete and include the directions and Self-Evaluation for each assignment submitted. If it was necessary to download, complete, and then scan a PDF document, then the Self-Evaluation must also be submitted separately in the modifiable Word Document. (Do not save your Word Document as a PDF and then submit it. Faculty comments will be entered directly into your Word Document.) Students will find the documents associated with each Module labeled per the Module number. Students complete those documents as directed. Each document should be labeled with the student’s name before submitting. Students use the ‘Assignments’ tab to submit the saved document at the same link where the original document was found.

Video Assignment
Each student is assigned one week to provide a video related to the Module content. The video needs to be uploaded on BB for faculty review one week prior to the posting date. See the schedule below to learn your assigned week. The video is due on your assigned DB by Monday at 11 pm.

To post a video:
- There will be a faculty-led example during Week 1. Emulate the example.
- Find your video on the internet
- Verify:
  - The video is produced in the US.
  - The video is intended for advanced practice nurses or other advanced providers (not RNs, patients, or the undergraduate level).
  - Duration is 15 minutes or less. Videos greater than 15 minutes require that a 15-minute interval be chosen for students to review. Specify the start and stop time students should watch. Example: Video is 47 minutes; please view from 4:45 to 12:32. (A time-range equal to less than 15 minutes.)
- Copy the link to the video (such as http://videoIwant.com)
- Introduce your video with a sentence such as: “When I read the Nursing Code of Ethics I found it to be an eye opening experience to realize how important it is for nurses to behave in an ethical manner not only in their professional lives but in all aspects of their lives. This behavior is important for the security of our licensure and wealth. I found this video that discusses the adverse effects of unethical behavior for our professional careers.
- Develop 2 sets of questions: one set to post on Monday and one set to post on either Wednesday or Thursday. Please include sufficient numbers of questions for the numbers of students you can anticipate having in your DB group (dependent upon course enrollment).

<table>
<thead>
<tr>
<th>Video Choice</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Verify:</td>
</tr>
<tr>
<td>Where is the video produced? (Must be US)</td>
</tr>
</tbody>
</table>
For whom is this video intended? (Must be advanced practice nurses or other advanced providers, not RNs, patients, or the undergraduate level).

Duration: (Must be 15 minutes or less or a specified, 15-minute portion of a longer video)

Audio Acceptable: (Speaker must be audible, not drowned out by music or other noises)

Introductory Statement:

Video Link:

Monday Questions:
1
2
3
4

Wednesday/Thursday Questions:
1
2
3
4

Video Assignments Due (all students enrolled on 1/2/19 were given a date, students adding after that date will be assigned a date)

<table>
<thead>
<tr>
<th>Due for faculty review on Grade Center by</th>
<th>Post video on assigned DB by this date</th>
<th>Module</th>
<th>Student</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug 26</td>
<td>Module 1</td>
<td>Faculty Example</td>
<td></td>
</tr>
<tr>
<td>Sept 1</td>
<td>Sept 8</td>
<td>Module 2</td>
<td>Ethics</td>
</tr>
<tr>
<td>Sept 15</td>
<td>Sept 22</td>
<td>Module 3</td>
<td></td>
</tr>
<tr>
<td>Sept 29</td>
<td>Oct 6</td>
<td>Module 4</td>
<td></td>
</tr>
<tr>
<td>Oct 6</td>
<td>Oct 13</td>
<td>Module 5</td>
<td>Research</td>
</tr>
<tr>
<td>Oct 20</td>
<td>Oct 27</td>
<td>Module 6</td>
<td></td>
</tr>
<tr>
<td>Oct 27</td>
<td>Nov 3</td>
<td>Module 7</td>
<td></td>
</tr>
<tr>
<td>Nov 3</td>
<td>Nov 10</td>
<td>Module 8</td>
<td></td>
</tr>
<tr>
<td>Nov 24</td>
<td>Dec 1</td>
<td>Module 9</td>
<td>Environmental Health</td>
</tr>
</tbody>
</table>

Video Assignment

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Self-Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completes the Video Choice form, above.</td>
<td></td>
</tr>
<tr>
<td>Save this file as: NameVideoModuleX.docx</td>
<td></td>
</tr>
<tr>
<td>Example: SmithVideoModule1.docx</td>
<td></td>
</tr>
<tr>
<td>Go to the BB Assignment link for the Video and upload document</td>
<td></td>
</tr>
<tr>
<td>Address faculty feedback provided on the Grade Center regarding the video selection or introduction. Resubmit, if necessary.</td>
<td></td>
</tr>
<tr>
<td>Post the video on your assigned DB by the due date for posting.</td>
<td></td>
</tr>
<tr>
<td>Please be sure to utilize the Question Discussion Board for this assignment to clarify the directions, if needed. Other students may have asked questions there that might be helpful to you, also.</td>
<td></td>
</tr>
</tbody>
</table>
Module 1, APA Review Guide and Quiz (22 points), APA Manual exercise (10 points) and Journal Article Exercise (10 points) due Aug 30, 11 pm. 42 points total.

Part 1: APA Review Guide and Quiz (22 points)
Study the APA Review Guide posted on Learning Module 1.
Mark your APA manual with the tabs provided.
Take the APA Quiz under the blue “Assignments” tab at the left on BB.
Show your marked (tabs added) APA manual during your environmental scan.
You can use the APA Guide and APA manual for this quiz but not the internet.
You will need to use Lockdown Browser and your webcam for this Quiz.
If your score is less than 80% on the APA Quiz, you will need to develop a Remedial Action Plan to improve your work.

Part 2: APA Manual exercise

Learning Objectives:
Upon completion of this assignment, the graduate nursing student will be able to:
- identify and use the appropriate example from the APA Guide (6th edition) for referencing citations in proper APA format
- cite the importance of the peer-review process
- cite the consequences of plagiarism

Directions:
The APA manual has reference types and variations starting on page 193. The first section (index) is simply a list of the variations so it’s easier to find what is needed. These references all use 1-inch margins, ½-inch hanging indents, and are double-spaced (with no additional space when a “hard-enter” is used).

FYI: To create a reference list, enter your first reference and then you can adjust the spacing using the Hanging Indent feature. The references that follow will automatically have the appropriate hanging indent when you hit ‘(hard-)enter’ to put the next reference on a separate line. To create a hanging indent, highlight your first reference, then go to Paragraph, at Special, hit the drop down and choose Hanging, and then OK. Your reference will maintain a ½-inch hanging-indent regardless of how many words or letters you adjust in your reference. Do not use the “tab” feature to indent the second (etc.) line ½-inch as that is not proper APA format.

Highlight your work and then set the spacing at “double.” from Home, click at Paragraph, choose 0 indentation, 0 spacing before and after, and choose Double. Click OK.

Note: I often get papers that are not truly double spaced. Students don’t understand my comment because they believe they do have the papers set at double-spaced. However, in reality, their papers are set for ‘double-space’ as long as keyboarding continues. Upon hitting ‘enter’ there is a greater amount of space, such as between paragraphs. This increase in space is due to the numbers set for ‘spacing before and after’ as described above.
Remember: When you have finished with your paper, review the spacing! Students often submit papers with extra spaces between the lines. They either use double-double spacing (or more) or their work gets reset on having extra spacing between the paragraphs. To verify the spacing, highlight the section and then from Home, click at Paragraph, and note whether it still says 0 indentation and 0 spacing before and after.

Read page 199. Do we include the “Retrieval date?” Answer yes or no below.

---

Mark this common error in your APA manual so you can easily find it to use again, later.

This exercise will cover some of the most-common types of references. Students will need to find actual examples and emulate the content of the APA manual. Use the index that starts on page 193 to easily find the type of reference you’re expected to emulate. Find a reference on the internet that is the type listed. Enter the example from the APA guide and then emulate that example for the reference you found. ***NOTE!!!*** This portion of the exercise is about adhering to APA, not about the reference itself. You need not find a policy, ethics, or even a nursing source! Focus on the type of reference and find a source of that type to cite.

*Corporate author, government report (also used for websites). This is a commonly used example because we often cite the Centers for Disease Control and Prevention, Institute for Healthcare Improvement, United States Preventive Services Task Force, and other government resources.

Example from APA manual:

Student example from internet (again, any example is fine, our focus is on APA format!):

Mark this common citation example in your APA manual so you can easily find it to use again, later. How much of the title of the cited work is capitalized in this example?

---

*Authored report from nongovernmental organization (also used for websites)

Example from APA manual:

Student example from internet (any example is fine, our focus is on APA format!):

Mark this common citation example in your APA manual so you can easily find it to use again, later. How much of the title of the cited work is capitalized in this example?

---

*Video

Example from APA manual:

Student example from internet (any example is fine, our focus is on APA format!):

Mark this common citation example in your APA manual so you can easily find it to use again, later.
*Journal article with doi, more than seven authors* (The digital object identifier is unique to that article.) Note the spacing after doi! Your computer will probably autocorrect your doi to a capital letter. Simply backspace, delete the “D,” and re-enter the small “d.”

Example from APA manual:

Student example from internet (any example is fine, our focus is on APA format!):

Mark this common citation example in your APA manual so you can easily find it to use again, later.

*(n.d.) indicates “not dated” but doesn’t have its own example. Find the reference that uses (n.d.) and modify any other example to include the not dated feature.

Example from APA manual:

Student example from internet (any example is fine, our focus is on APA format!):

Mark this common citation example in your APA manual so you can easily find it to use again, later.

*Blogs*

Cross off this example in your APA manual because *you are expected to use better resources than blogs*!

*Sample reference to a statute in a federal code*

Example from APA manual:

Student example from internet (any example is fine, our focus is on APA format!):

Mark this common citation example in your APA manual so you can easily find it to use again, later.

Read pages 225 and 226. What portions of the peer-review process listed here ensure

a) ethical publishing and

b) quality publishing that non-peer-reviewed journals could lack?

| a) |
| b) |

Read page 170.

Define plagiarism:

Define self-plagiarism:

Students in my courses are expected to not use quotes; rather, rephrase the content in their own words. Please attest here that a) you will not plagiarize in my courses and b) you will not use quotes; rather, you will rephrase the content in your own words.

| a) |
| b) |

NOTE: This policy about quotes applies in all of my courses! (I’ve taught every course in our curriculum.) The rules do not change. Do not use quotes; rather, rephrase the content in their own words.
***Check your work. Do you have a) double-space and b) hanging indents in all of your above citations?

Complete the Student Self-Evaluation, below.

<table>
<thead>
<tr>
<th>Student Self-Evaluation</th>
<th>Verify directions are followed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Save this document as follows: Name Module1APA.docx  Example: Smith Module1APA.docx</td>
<td></td>
</tr>
<tr>
<td>Read and follow the instructions, above.</td>
<td></td>
</tr>
<tr>
<td>Use spell- and grammar-check; these are the only tools allowed for the MSN Comprehensive Exam. Start using these features to improve your writing at the graduate level.</td>
<td></td>
</tr>
<tr>
<td>Ask questions about this assignment on the Q DB for this assignment.</td>
<td></td>
</tr>
<tr>
<td>Upload this document at the Module 1 link under the blue “Assignments” link on BlackBoard.</td>
<td></td>
</tr>
<tr>
<td>Do not hit “submit” until your saved document is uploaded.</td>
<td></td>
</tr>
<tr>
<td>Please be sure to utilize the Question Discussion Board for this assignment to clarify the directions, if needed. Other students may have asked questions there that might be helpful to you, also.</td>
<td></td>
</tr>
<tr>
<td>Please add any additional comments you think would make this assignment more clear, easier to follow, or more effective for student learning. Thank you!</td>
<td></td>
</tr>
</tbody>
</table>

Part 3: Journal Article Exercise (10 points). Due Aug 30, 11 pm for Module 1 and Nov 1, 11 pm for Module 6.

Learning Objectives:
Upon completion of this exercise, the graduate nursing student will be able to:
- identify quality journals
- find and use quality resources to inform clinical practice and improve patient outcomes
- expand knowledge of Health Policy and Ethics by reading quality, peer-reviewed journal articles
- describe the role of professional organizations in the development of health policy and ethics
- describe the utility of professional organizations to advanced practice nurses

Directions:
Use this worksheet for all articles you need to submit this semester. Record the Module number in the box, below:

[Module]

Choose from any topic in the assigned reading for the Module listed, above. Enter your topic here:
Policy or Ethics Topic:

You need to find a journal that is “The Official Journal of XXX Society or Organization” so your FIRST STEP is to find your professional organization.

List the name of the United States professional organization or society below. For help finding a professional organization consider the organizations listed in The Future of Nursing document from Module 1 or Chapters 73 and 74, pages 588-596, particularly pages 590 and 601.

Name of Society or Organization:

Paste the website link for the organization or society below.

Society or Organization website link:

Visit the “Directions for Authors” link on the organization’s journal home page. (The journal may use other names such as “Instructions for Authors” or “Author Guidelines,” etc.) Scroll down and verify that there is no charge to publish in this journal. Some journals offer the option to “Pay-to-Publish” online. What is the fee to publish in this open-access format, versus print version, if the Pay-to-Publish option is available?

Verify that a manuscript can be published in this journal for free (yes or no- if no, find another journal!):

Is there an option to publish in this journal by payment of an Open Access fee?
(Note: “Open Access fee” = “Pay-to-Publish.” = DO$$ARS ARE INVOLVED TO PUBLISH)

What is the cost listed in the Directions for Authors to publish using the “Open Access” option?
(Note: if no Open Access option is available or no cost is listed in the Directions for Authors, then you can conclude these are not options available with this journal. State what you find regarding costs in the Directions for Authors.)

Paste the website link for the journal below.

Journal website link:

Paste the website link for the “Directions for Authors” below.

Website link for Directions for Authors:

Once you chose your journal and policy or ethics topic, go to the ASU Library and do a search for that journal and topic. You will find a membership is required to access most of these organizations’ journals but the Library purchases bulk subscriptions and you can access the journals at our library for free (because you pay a library fee as a student).
Choose “Journal” and enter the title of your journal into your search. Then, your “topic” is considered a “Boolean search term.” A Boolean search allows students to combine keywords with modifiers such as AND, NOT and OR to get relevant results. Your search could be "ethics" AND "advocacy". This strategy would limit the search results to only those documents containing these two keywords. Choose (along the left of your screen) to change to “Location” = United States and “Years” = -5 years. Choosing “Full Text” will yield articles you can screen now while others might require a request for Interlibrary Loan. The librarians are super quick and you might get your article the same or following day.

NOTE: This policy about finding quality journals applies in all of my courses! (I’ve taught every course in our curriculum.) The rules do not change. Check the Author Guidelines before you use a journal. Do not use articles from “junk” journals in my courses! Learn to find and use quality resources to inform your practice!

Before you proceed any further:

1. Count the pages of your article. The article must be at least 3 entire pages, excluding the title, abstract, funding, and reference portions (aka: the article content, alone, is 3 pages).
2. The authors must be from the United States. Verify the authors are from the United States by looking at the contact information on the first or last page of the article.
3. The article must be 5 years-old or less.
4. Feel free to email your article to me for inspection before you do any further work! An unacceptable article will yield an unacceptable grade!

Save your journal article as a PDF to submit with your assignment. Please do not cut-and-paste from the journal article because this process is considered plagiarism. The Nursing Department has strict expectations regarding plagiarism.

From the ASU Graduate Nursing Student Handbook:

Academic Honesty
The graduate student Academic Honesty statement is as follows: “The University expects all students to engage in all academic pursuits in a manner that is beyond reproach. Students will be expected to maintain complete honesty and integrity in their experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work is subject to disciplinary action. See the ASU 2013-14 Undergraduate and Graduate catalog for further information (https://www.angelo.edu/catalogs/documents/catalogs/2013-14_Catalog_Edited.pdf).

Further, the student Academic Honor Code (https://www.angelo.edu/forms/pdf/Honor_Code.pdf) statement is as follows: "Angelo State University students shall maintain complete honesty and integrity in their academic pursuits." See the Angelo State University Student Handbook (http://www.angelo.edu/student-handbook/) for an explanation of the parameters of this statement as well as for information concerning the failure to comply.

Incidents taken to the University Office of Student Life will be reported to the Texas Board of Nursing.

ASU Academic Honesty Statement:

Plagiarism at ASU is a serious topic. The Angelo State University’s Honor Code gives specific details on plagiarism and what it encompasses. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft. There are more aspects to academic honesty than just plagiarism; the full honor code is listed below for you to access.

What is a doi?
The “doi” is the Digital Object Identifier and there is a doi for every article. Please be sure to include your doi and use the proper citation method for articles with a doi. You can find the doi on the first page of your article. The doi may be written at the bottom of the page, at the bottom of the abstract, along the edge of the article, perpendicular to the text, or at the end of the article. You might find the doi listed on the ASU library home page. You may find your doi on Google by doing a search for the title of your article. You may find your doi on Pubmed by doing a search for the title of your article. Copy and paste the doi so you won’t make an error (just like you should always copy and paste the weblinks for accuracy). I will verify the doi by doing all of these searches, myself, if needed.

Open your APA manual and find the reference listed there that is similar to the citation you need to correctly emulate for your APA reference.

Enter the example, below. (Note: Every error = -1 point. This exercise is open-book with unlimited time. There is no reason to include an error. If you have questions, use the Q DB for this assignment. This assignment is 20 points and students have “earned” down to -9/20 points. Please do not submit your work filled with errors and have a bad start to your semester!) Again, every error = -1 point on this assignment. Please check your work!

Emulate the example, above, from the APA manual and correctly enter your reference for the journal article you chose. Every error = -1 point. This exercise is open-book with unlimited time. There is no reason to include an error. If you have questions, use the Q DB for this assignment.

Do not use the “tab” feature; rather, use the hanging indent feature as directed in the APA Guide. The “tab” feature is considered “incorrect” APA format. Missing the hanging indent feature is an error!

Double-space your references. Single-spaced is considered “incorrect” APA format. Use the directions in the APA Guide to ensure you have only double-space before and after your citation. Extra spaces between lines (beyond “double-space”) is “incorrect” APA format. Every incorrect spacing is an error!

***Please stop now and verify that the above citations are correct. If not, there is a one point penalty for every error and in fact, an opportunity to “earn” a negative score on this entire exercise. ***
Ask questions on the Q DB for this assignment, if needed (as always in this and every course).

Describe how your article relates to the policy or ethics topic chosen, above. (Example: a student who chose an article on asthma management earned a “0” on this assignment. This course is entitled “Health Policy and Ethics.” Choose a topic relevant to Health Policy and Ethics.)

What did you learn from reading this article? (If you didn’t learn much, find another article. Your answer should be several, good paragraphs. Demonstrate you read the article. I will first read the article and see what I learn and then I will read what you learned for comparison! A quality answer here requires a quality article. This box will expand to accommodate your lengthy answer.)

How might the information you learned from reading this article be useful in your future practice?

Explore the website for the professional organization. What does this organization do for its members that might be of use to you in your future practice? (No, discount insurance and low APR credit cards are not of use to your future practice.)

***Complete the Student-Self-Evaluation, below.***

<table>
<thead>
<tr>
<th>Student Self-Evaluation</th>
<th>Verify directions are followed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Save the (3+ page) journal article as follows:</td>
<td></td>
</tr>
<tr>
<td>NameJournalArticleModule#.pdf</td>
<td></td>
</tr>
<tr>
<td>Example:</td>
<td></td>
</tr>
<tr>
<td>SmithJournalArticleModule1.pdf</td>
<td></td>
</tr>
<tr>
<td>Read and follow the instructions, above.</td>
<td></td>
</tr>
<tr>
<td>Use spell- and grammar-check; these are the only tools allowed for the MSN Comprehensive Exam. Start using these features to improve your writing at the graduate level.</td>
<td></td>
</tr>
<tr>
<td>Ask questions about this assignment on the Q DB for this assignment.</td>
<td></td>
</tr>
<tr>
<td>Reviews Q DB for this assignment to determine if other students have asked questions that might apply to your work.</td>
<td></td>
</tr>
<tr>
<td>Upload both documents (docx and pdf) at the Journal Article Module # link under the blue “Assignments” link on BlackBoard.</td>
<td></td>
</tr>
<tr>
<td>Do not hit “submit” until both saved documents are uploaded.</td>
<td></td>
</tr>
<tr>
<td>Please be sure to utilize the Question Discussion Board for this assignment to clarify the directions, if needed. Other students may have asked questions there that might be helpful to you, also.</td>
<td></td>
</tr>
<tr>
<td>Please add any additional comments you think would make this assignment more clear, easier to follow, or more effective for student learning. Thank you!</td>
<td></td>
</tr>
</tbody>
</table>
Policy or Ethics Author Interview, 20 points, due Nov 15, 11 pm

Please read this entire assignment before beginning to do your work. The Self-Evaluation is instructional and designed to help you do your work CORRECTLY! Please save yourself time by 1) reading the complete assignment before starting on your work and 2) use the Self-Evaluation as a Check-list to ensure you do your work correctly!

Learning Objectives:
Upon completion of this exercise, the student will be able to:
- understand a portion of the publication process
- appreciate the leap from practice to publication
- analyze the link between professional practice and scholarship
- describe a benefit of the use of mentors in professional practice

Directions:
Find a quality, peer-reviewed journal article per the directions provided in Module 1 in the Journal Article Exercise. You will need to find 2 articles for this course and can use one of those authors or an author of another article.

Be certain your article is blatantly about either 1) policy, such as at the state or federal level, OR 2) ethics! The name of this course is “Health Policy and Ethics” and that fact should be considered when choosing your articles.

- Identify the “First Author.” The First Author is the person listed first in the list of authors. Contact the author using the “Corresponding Author” information listed or by searching on the internet for your author’s affiliation. (Note: the First Author and the “Corresponding Author” are not always the same person. You may need to request the contact information for the First Author from the Corresponding Author.)
- Establish a time to contact your author, by phone, for an interview.
- Prepare a list of questions you would like to ask.
- Interview your author by phone.

Helpful Tips for Contacting Your Author: Contact an author associated with a university as these authors will likely be more interested in the interaction with students. Search (Google) the author’s name for a new contact if s/he is no longer with that organization. Call the university department to attempt contact with a professor by phone.

When you prepare questions for your interview, focus on the core topic of either 1) policy such as at the state or federal level OR 2) ethics!

You may ask additional questions or expand on certain areas but do focus on policy and ethics (because that’s the course you are taking)!
Examples of questions you may want to ask:
Why did you choose to write about the (policy or ethics) topic of this article?
What did you learn (about policy or ethics) from writing this article?
What prompted you to write an article about this (policy or ethics) topic?
What work did you do relevant to this (policy or ethics) topic prior to writing this article?
What work have you done relevant to this (policy or ethics) topic since this article was published?
Tell me about the publication process; what ethical issues related to publishing did you learn?
What prompted you to become involved in policy (or ethics)?
What other policy (ethics) topics are you advocating?
What are your future plans for publishing (in policy or ethics)?
What are your future plans for policy (or ethics) work?
What is your best tip for becoming involved in policy (or ethics)?
If you could tell your younger self something regarding policy (or ethics), what would it be?
What portion of your education was most helpful in developing this (policy or ethics) article?
Ask specific questions of interest to you about the author’s educational background, political aspirations, beliefs, and about the article itself.
How has writing this article impacted your professional career?
What portion(s) of your prior career most impacted your initiative to write and publish this policy or ethics article?
What assistance did you have in writing this article?
What would be your best tips to someone who wanted to write an article?
What mentors have helped you in your policy or ethics career?
How did you find these mentors?

Author Name:  
Current Position:  
Email address:  
Phone number:  
Best times for contact:  
Best days of the week for contact:  
Date of interview:  
Time of interview:  
APA Reference for article:  

List here your potential questions for your author regarding his or her policy or ethics article:

List the questions you had the opportunity to ask during your interview and the author’s reply.

Personal reaction to this interview process with emphasis on what was learned:

Complete the Self-Evaluation.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Self-Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uploads a copy of the article saved as</td>
<td></td>
</tr>
</tbody>
</table>
Module 2, The Ethics of Nursing and Politics Assignments: Texas Advanced Directives and Texas Donate Life Form due Sept 13, 11 pm. This assignment is in preparation for your Module 4, Advanced Directives Policy exercise and has no points; rather, the points are included in Module 4.

***Module 2 includes 4 parts and a total of 3 documents will need to be submitted at the assignment link (1. Texas Advanced Directives pdf, 2. Texas Donate Life Form pdf, and 3. Module 2 Assignments.docx).

Please read this entire assignment before beginning to do your work. The Self-Evaluation is instructional and designed to help you do your work CORRECTLY! Please save yourself time by 1) reading the complete assignment before starting on your work and 2) use the Self-Evaluation as a Check-list to ensure you do your work correctly!

**Part 1, Texas Advanced Directives:**

**Assignment:** Students will complete a Texas Advanced Directives form.

**Learning Objectives:**
Upon completion of this assignment, students will be able to:
- describe the process of completing the Texas Advanced Directives form.
- assist patients with completion of the Texas Advanced Directives form.
Directions:
- Go to the ‘Modules’ link on Blackboard and find the link for this Module 2 assignment.
- Students will complete a copy of the Texas Advanced Directives. The (lengthy) document starts with the following image:

**TEXAS**

**Advance Directive**

**Planning for Important Health Care Decisions**

**Caring Connections**

1731 King St., Suite 100, Alexandria, VA 22314  www.caringinfo.org
800/658-8898

Caring Connections, a program of the National Hospice and Palliative Care Organization (NHPCO), is a national consumer engagement initiative to improve care at the end of...

- Complete the Texas Advanced Directives form.
- Students can choose to complete this form for his/herself or an imaginary person.
- Students do not need to sign this form.
- Save the document as a pdf file and label it as follows:
  - nameTexasAdvDir.pdf  example: SmithTexasAdvDir.pdf (Use your own name, not Smith, unless your name is smith)
- Complete the Self-Evaluation column.
- Save the Module 2 document as a file with an appropriate name: example = NameModule2Assignments.docx. (example: SmithModule2Assignments.docx but use your own name, not Smith)
- After completing all portions of the Module 2 Assignments, upload your 3 documents on Black Board under ‘Assignments’ at the Module 2 Assignment link.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Student Self-Evaluation/Checklist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Follows the directions for this assignment?</td>
<td></td>
</tr>
<tr>
<td>Labels Texas Advanced Directives as nameTexasAdvDir.pdf</td>
<td></td>
</tr>
<tr>
<td>Labels the Module 2 assignment file with NameModule2Assignments.docx.</td>
<td></td>
</tr>
<tr>
<td>Asks any questions about Module 2 on the Module 2 Q DB.</td>
<td></td>
</tr>
<tr>
<td>Checks the Module 2 Q DB to review other students’ Qs and instructors’ comments before submitting work.</td>
<td></td>
</tr>
<tr>
<td>Submits all 3 documents required for this Module at the same link, uploading all 3 documents: 1. Texas Advanced Directives pdf 2. Texas Donate Life Form pdf 3. Module 2 Assignments .docx. before hitting ‘submit.’</td>
<td></td>
</tr>
</tbody>
</table>

**Part 2, Texas Advanced Directives Questions**
**Assignment:** Students will reflect on their experiences with completing a copy of the Texas Advanced Directives.

***What students need to know*** List and define the ethical principle(s) and how are they related to Advanced Directives.

**Learning Objective:**
Upon completion of this assignment, students will be able to:
1. List, describe, and apply ethical principles to the topic of Advanced Directives.

**Directions:**
- Thoughtfully complete the Texas Advanced Directives Questions.
- Complete the Self-Evaluation column.

<table>
<thead>
<tr>
<th>Texas Advanced Directives Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Use the Ethical Principles and Ethical Theories document (found under ‘Module 2’ at the Learning Module blue tab) as a resource</strong> for this portion of this exercise.</td>
</tr>
<tr>
<td>List and define <em>up to four</em> ethical principles relevant to Advanced Directives. Support your answer.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ethical Principle</th>
<th>Definition/Explanation</th>
<th>Supporting rationale</th>
</tr>
</thead>
<tbody>
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<td></td>
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</table>

<table>
<thead>
<tr>
<th><em>Criteria</em></th>
<th><em>Student Self-Evaluation/Checklist</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>Follows the directions for this assignment?</td>
<td></td>
</tr>
<tr>
<td>Thoughtful completion of each question.</td>
<td></td>
</tr>
</tbody>
</table>

Please be sure to utilize the Question Discussion Board for this assignment to clarify the directions, if needed. Other students may have asked questions there that might be helpful to you, also.

Please add any additional comments you think would make this assignment more clear, easier to follow, or more effective for student learning. Thank you!

**Part 3, Texas Donate Life Form**
Assignment: Students will complete a copy of the Texas Donate Life form. This document starts with the following image:

![Donor Registration Form](https://www.donatelifetexas.org/wp-content/uploads/2015/04/Donate-Life-Texas-Donor-Registration-Form-English.pdf)

To register as a donor, please complete this form and submit by mail or fax to Donate Life Texas.

Donor Registration Form

Learning Objectives:
Upon completion of this assignment, students will:
1. Understand the process of completing the Texas Donate Life form.
2. Be able to assist patients with completing this Texas Donate Life form.

Directions:
- Complete the Texas Donate Life form.
- Students may complete this form for him/herself or an imaginary person.
- Students do not need to sign this form.
- Scan the completed Texas Donate Life form (or complete the fillable form) and save the document as ‘NameDonateLifeForm.pdf’ (example: SmithDonateLifeForm.pdf Use your own name, not Smith, unless your name is Smith.
- Upload the pdf document on Black Board under Module 2 of the ‘Assignments’ tab.
- Complete the Self-Evaluation column.

<table>
<thead>
<tr>
<th>Texas Donate Life Form</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Criteria</strong></td>
</tr>
<tr>
<td>Follows the directions for this assignment?</td>
</tr>
<tr>
<td>Saves the completed Donate Life form similar to: SmithDonateLifeForm.pdf</td>
</tr>
<tr>
<td>Please be sure to utilize the Question Discussion Board for this assignment to clarify the directions, if needed. Other students may have asked questions there that might be helpful to you, also.</td>
</tr>
<tr>
<td>Please add any additional comments you think would make this assignment more clear, easier to follow, or more effective for student learning. Thank you!</td>
</tr>
</tbody>
</table>

Part 4, Texas Donate Life Form Questions
Assignment: Students will reflect on their experiences completing a copy of the Texas Donate Life form.

***What you need to know*** List and define the ethical principle(s) and how are they related to organ donation.

Learning Objectives:
Upon completion of this assignment, students will be able to:
- list, describe, and apply ethical principles to the topic of organ donation.
- formulate a plan to promote organ donation in a clinic with patients and in the community.
- describe how local policy can improve organ donation.

Directions:
- Thoughtfully complete the Texas Donate Life Form Questions.
- Complete the Self-Evaluation.

<table>
<thead>
<tr>
<th>Texas Donate Life Form Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Use the Ethical Principles and Ethical Theories document (found under ‘Module 2’ at the Learning Module blue tab) as a resource</strong> for this portion of this exercise.</td>
</tr>
<tr>
<td>List and define the ethical principles you think are relevant to organ donation. Support your answer.</td>
</tr>
<tr>
<td>Ethical Principle:</td>
</tr>
<tr>
<td>Definition/Explanation:</td>
</tr>
<tr>
<td>Supporting rationale:</td>
</tr>
<tr>
<td>Ethical Principle:</td>
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<tr>
<td>Definition/Explanation:</td>
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<td>Supporting rationale:</td>
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<td>Definition/Explanation:</td>
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<tr>
<td>Supporting rationale:</td>
</tr>
<tr>
<td>Ethical Principle:</td>
</tr>
<tr>
<td>Definition/Explanation:</td>
</tr>
<tr>
<td>Supporting rationale:</td>
</tr>
<tr>
<td><strong>What do you identify are the top obstacles regarding organ donation and meeting the needs of people who are awaiting organ transplants?</strong></td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td><strong>Describe 2 ways you might help patients decide whether to donate organs and complete the Texas Organ Donation form.</strong></td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td><strong>Describe 2 ways you can advocate for policy changes to promote organ donation?</strong></td>
</tr>
</tbody>
</table>
Consider the actions you can make in your community and state! Refer to pages 12, 13, and 46 for relevant ideas.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Student Self-Evaluation/Checklist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Follows the directions for this assignment?</td>
<td></td>
</tr>
</tbody>
</table>

Please be sure to utilize the Question Discussion Board for this assignment to clarify the directions, if needed. Other students may have asked questions there that might be helpful to you, also.

Please add any additional comments you think would make this assignment more clear, easier to follow, or more effective for student learning. Thank you!

Module 4 Assignment: Manager Interview (10 points) and Texas Advanced Directives Workplace Policy (50 points), due Oct 11, 11 pm (60 points total).

Please read this entire assignment before beginning to do your work. The Self-Evaluation is instructional and designed to help you do your work CORRECTLY! Please save yourself time by 1) reading the complete assignment before starting on your work and 2) use the Self-Evaluation as a Check-list to ensure you do your work correctly!

Assignment: Students will create a policy to promote the completion of Advanced Directives for each and every patient registered at a clinic or admitted to a hospital. (Not that we can require them to complete one; rather, we can encourage and promote the completion of Advanced Directives by each and every patient.)

Note: Many hospitals have a policy regarding Advanced Directives. The policy you create is different! Our focus is on ensuring that the process is completed! The key to this success is staff accountability! Each designated team member needs to be accountable for his or her own actions. The person accountable needs to be specified, rather than mentioned in a general way. Your policy must be written in a manner such that the use of chart reviews can reveal where “the ball was dropped” if and when the Advanced Directives do not get into the patient’s chart. A Performance Improvement study (the content of our Leadership course) would assist in getting staff to adhere 100% to our Advanced Directives policy. Perfect adherence to your policy refers to all team members document their appropriate actions, not that every patient has an Advanced Directive in the chart. The policy we create is a Staff Policy, not a Patient Policy!

We cannot force patients to complete an Advanced Directive; however, we can enforce that all employees adhere to all policies. You are creating a policy regarding the actions of the team members and specifically, who is responsible for what action at each step in the process. Ultimately, someone may be responsible to document that the patient has no desire to complete an Advanced Directive; however, all employees are on-board with ensuring those patients who do want to complete an Advanced Directive have the opportunity to have one completed and placed in his or her chart.

Learning Objectives:
Upon completion of this assignment, students will be able to:
- cite the method used in a health care facility to create a new policy
- understand the essential components of a workplace policy
utilize an interprofessional approach to resolving patient care issues
-cite the importance of aiding patients regarding completion of Advanced Directives
-state the utility of the Ethics Committee for patients’ Advanced Directives issues
-create a workplace policy

Directions:
-Start by going to ‘Module 4’ to find the file located there for this assignment.
-Save your working copy as a file with an appropriate name: example = SmithAdvDirPolicy.docx
-Interview a manager of a health care facility (clinic or hospital) where health care policies are written and utilized. Complete the form regarding this encounter.

Step 1: Interview a manager at a health care facility regarding why policies are initiated and how policies are imitated and put into place.

*** This portion of the exercise is for your understanding of workplace policies. You do NOT (specifically) need to include any of this information in your Advanced Directives policy.

<table>
<thead>
<tr>
<th>Health Care Policy Resource Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
</tr>
<tr>
<td>Position:</td>
</tr>
<tr>
<td>Facility:</td>
</tr>
<tr>
<td>Facility address:</td>
</tr>
<tr>
<td>Phone number:</td>
</tr>
<tr>
<td>Best days and times for faculty to call:</td>
</tr>
<tr>
<td>Days of Week:</td>
</tr>
<tr>
<td>Times of Day:</td>
</tr>
<tr>
<td>Email address:</td>
</tr>
<tr>
<td>Date and time of face-to-face interview (yes, for effective networking, a face-to-face interview is <em><strong>required</strong></em> for this assignment):</td>
</tr>
</tbody>
</table>

Required questions to ask during this interview:
1. How important do you think it is to have good, written policies and why?
2. Do you find enforcing an unwritten policy difficult to accomplish?
3. Where do the ideas for health care policies come from on your unit (or relevant term)?
4. Who initiates the process of creating your health care policies?
5. Describe the process or the variety of processes used to develop/write your health care policies?
6. Do you utilize policy banks or specialty organizations’ resources to obtain a general policy to modify?
7. Do all of your policies include current, evidence-based resources?
8. Does your hospital/clinic Board of Directors get involved in policy development?
9. How are new policies approved? Who is involved in the approval process?
10. Describe the process of implementing policies at your facility?
11. How are policies distributed or made available to your employees?
12. How are your staff informed of new policy implementation?
13. How often are your policies updated and reviewed?
14. Who updates and reviews your policies and how is this process accomplished?
15. How is the update and review of your policies recorded?
16. How do you track which policies need to be updated and when?
17. When employees do not follow a particular policy, what is the process used regarding improving the performance of that employee?
18. Is the discipline process included in each policy such that if an employee does not follow the policy, the consequences are listed or how is that situation managed?
19. What do you believe are the chief benefits of having good, written workplace policies on your unit?
20. What are your thoughts on the statement that “Well written and enforced policies make for a great place to work?”

You can create additional questions plus ask more questions as the interview proceeds.

List your questions and the manager’s replies here:

- Find a policy (either at your workplace or on the internet) to use as a template for your Advanced Directives Policy.
- Understand the above note that separates the typical policy from the type of Staff-directed (versus Patient-directed) Performance Improvement policy we are creating for this course.
- Some websites which may be helpful to you include but are not limited to:
  - https://www.nvhospital.org/advance-directives-policy
  - https://whidbeyhealth.org/about/important-policies/advance-directives-policy
- Create a policy which will ensure the completion of Advanced Directives for each and every patient registered. “Registered” refers to at one particular registration area such as a hospital, clinic, surgery center, Public Health Department, etc. The point of this exercise is “enter into a health care facility, get your Advanced Directive completed!” (30 points). Note there should be a title of the organization, a title and number of the policy, purpose of the policy, the effective date for the policy, and the procedure to follow.
- Include 1) all key personnel and 2) describe the activity for which each is responsible. Examples of key personnel include clerk completing the admission of the patient, admitting physician, admitting nurse, case manager covering the patient’s area at the time of admission, and a specific medical records clerk (15 points). (Who is involved in the admission process at the health care system chosen?)

Before you start creating your Advanced Directives policy, contemplate what members of the interprofessional team you would like to include. Note, this table is not part of your policy; rather, it’s a place to think through the members of your interdisciplinary team.

List the members of your interdisciplinary team here:

<table>
<thead>
<tr>
<th>Member of interdisciplinary team</th>
<th>Does your facility employ more than one such member? (Hospitals, for instance are 24/7 operations and employ many nurses.)</th>
<th>Choose an adjective to specifically describe the ONE PERSON who is responsible for the task (versus the many other “nurses” employed at the facility).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nurse</td>
<td>yes</td>
<td>The RN who admits the patient or Admitting RN</td>
</tr>
<tr>
<td>-------</td>
<td>-----</td>
<td>---------------------------------------------</td>
</tr>
<tr>
<td>MD</td>
<td>yes</td>
<td>Attending MD at the time of Admission</td>
</tr>
<tr>
<td>Ethics Committee member</td>
<td>yes</td>
<td>Ethics Committee member on-call at the time of admission</td>
</tr>
</tbody>
</table>

Can you see how these examples specify one particular team member from the remainder of the group? Not “RN” among all of the RNs; rather, “Admitting RN.” Not “MD” among all of the MDs; rather, “Attending MD at the time of admission.”

Include a statement for involvement of the Ethics Committee. Who (including a specific and unique descriptor) would contact the Ethics Committee under what types of circumstances or events?

Include a list of references utilized (5 points).

Complete the student Self-Evaluation.

Upload your completed document on Black Board under the blue ‘Assignments’ tab for Module 4.
Create your policy here (do not attempt to create your policy in another file and then cut and paste it here to avoid problems with transferring):

Put your references here in proper APA format. Please consult the APA Guide and APA manual before submitting your work.

References

Texas Advanced Directives Workplace Policy: 50 points

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**10 Points:**

Manager interview meets expectations listed.

Notes this interview is for general information, only, and not specifically related to the remainder of this Module 4 assignment.

**30 Points:**

Capitalizes “Advanced Directives” because it is a proper noun.

Create a policy which will help ensure the completion of Advanced Directives for each and every patient registered at a clinic or admitted to a hospital.

- title of the organization
- title and number of the policy
- purpose of the policy
- effective date for the policy
- procedure to follow

**10 points**

Includes within the policy:

a) all key personnel in the interdisciplinary team and
b) describes the activity for which each is responsible
c) clearly discerns which person from a profession is actually in charge of each step (versus all others of that profession employed at the facility which may operate 24 hours per day, 365 days per year). Example: There are many nurses in a facility, but the “Nurse who admits the patient” is very specific and trackable.

**5 points**

Includes:

1) a provision for involvement of the Ethics Committee and
2) who, specifically, would contact who, specifically, on this multi-member committee?
3) designates how can ONE person on the Ethics Committee is accountable for the task in a 24/7/365 world if the facility is a hospital

Notes: Every employee must follow all hospital policies relevant to his or her position. Every facility should have a policy for discipline. The discipline is not included in each policy. The purpose of the Ethics Committee is to provide guidance for ethical issues in a facility. The role of the Ethics Committee is NOT DISCIPLINARY ACTION. Managers have few specified
roles, but staff discipline is one of them! The manager uses the Staff Discipline policy and cites which policies are breached during that disciplinary process. This Advanced Directives Policy is what the Manager would use to demonstrate what errors the staff member was making. Your Advanced Directives policy does not include a “discipline plan” for staff!

Verifies that for each activity, it is specified who is to conduct that activity. (Such that if the process fails, the EXACT person would be made accountable. If it’s not one particular person’s job to do something, it’s not going to be done. Without accountability, the policy is meaningless for making a positive change.) The EXACT person should be indicated (with specific, unique descriptors) for each activity.

5 points
Includes references utilized in APA format per the 6th Edition of the APA manual starting on page 198.

Other:
Asks any questions about Module 4 on the Module 4 Q DB.
Checks the Module 4 Q DB to review other students’ Qs and instructors’ comments before submitting work.
Submits entire assignment for Module 4 in one Word Document saved similar to SmithAdvDirPolicy.docx

Total Points/60
Please be sure to utilize the Question Discussion Board for this assignment to clarify the directions, if needed. Other students may have asked questions there that might be helpful to you, also.

Please add any additional comments you think would make this assignment more clear, easier to follow, or more effective for student learning. Thank you!

Political Networking: The Research Portion of Module 9, The Nurse as Policy Advocate in the Community, (points awarded in Module 9 exercise), Due Nov 8, 11 pm.

Please read this entire assignment before beginning to do your work. The Self-Evaluation is instructional and designed to help you do your work CORRECTLY! Please save yourself time by 1) reading the complete assignment before starting on your work and 2) use the Self-Evaluation as a check-list to ensure you do your work correctly!

Assignment: Students will research how a local ordinance or state law is made by contacting and interviewing (face-to-face) someone who is knowledgeable and has participated in the generation of local/city ordinances or state laws.

Learning Objective:
Upon completion of this assignment, students will be able to:
- create political connections to promote legislation at the local or state level.
- advocate for policy at the local/city or state level.

Directions:
Read the Module 9 Assignment: The Nurse as Policy Advocate in the Community: 100 points, Due Nov 29, 11 pm.
Be sure that you understand the expectations of the Module 9 assignment. You are NOT trying to “increase awareness” through legislation. How much does it cost to post on Facebook? Is a “law” required to post on Facebook? You are NOT trying to “educate the public.” How much does it cost to teach something and is a law required to teach?

Your objective is to create legislation to provide HPV vaccinations to people who need them to prevent cancer!

You will want to approach this project through funding mandatory HPV vaccinations for all students attending public Middle Schools or Colleges or (due to the recent increase in age limit to 45 years) a mobile “Worksite Wellness program” that travels to various work places where people up to age 45 years work and provide those vaccinations as part of the business’ Worksite Wellness efforts. You could establish a free service at a local, existing clinic to provide HPV vaccinations for free to all who meet the administration criteria (ages 9 - 45 years). There are many ways you can approach this assignment but you will need to have a proposal that legitimately requires legislation and a method that is going to yield written legislation with a city ordinance or state law including funding to support the needs you identify.

Choose the level at which you would like to advocate for policy legislation to promote HPV vaccinations: either at the local/city ordinance or state law level.

At which level will you advocate for HPV vaccinations?

Determine who would be an appropriate representative or contact person to learn how legislation is made at the level you chose.

Options:

State Level Law:
You can read about Texas state legislation at these websites (although reading about it is not our objective; rather, learning from someone involved is our objective!). Having a basic understanding is helpful for having a thoughtful conversation with your representative! There is no replacement for this face-to-face interview; the interview is our assignment.

https://house.texas.gov/about-us/bill/

https://www.tlc.texas.gov/docs/legref/legislativeprocess.pdf


You can search (Google) for representatives in your home district. There are generally local offices where you can meet with your representative or another informed person at that local office, face-to-face.

https://house.texas.gov/about-us/
Local or City Ordinance:
If you would like to create a local (such as county) or city ordinance, you might start by checking with your local Chamber of Commerce, Mayors Office, or your County Courthouse to identify who could help you learn the ropes for legislation in your area. Google these sources and ask how you might learn more about creating a local or city ordinance. Once you connect with a person who is willing to meet you face-to-face to discuss the processes, you can set a time to meet.

Do some research on how your chosen level of “legislation” (state, city, county) is developed so you will be somewhat prepared. List here the resources you reviewed before you had your (required) face-to-face meeting:

Political Network Resource (Representative/Informed Local Office Worker Information)
Name:
Position:
Phone number:
Best days and times for faculty to call:
   Days of Week:
   Times of Day:
Email address:
Date and time of face-to-face interview (yes, for effective networking, a face-to-face interview is ***required*** for this assignment):

Where have the ideas originated for some of the “laws” (or appropriate term for your level) you have seen passed?

Who can initiate a “law?”

Who prepares the written proposal for a “law?”

Describe the process of initiating a “law.”

What might be barriers to initiating a “law” that might need to be overcome?

How are new “laws” passed?

Where are these “laws” recorded?
How are these new “laws” enforced?

When people do not follow these new “laws,” how is the penalty determined?

How are these new “laws” enforced so everyone does have to follow the new “law?”

How are the penalties determined for failing to adhere to the new “law?”

You will also need to inquire about funding your legislation! Think ahead about what would you might need to purchase? Do you want to build a clinic? Do you want a van to travel to where people live and vaccinate them in the community? How will you acquire and pay for your HPV vaccines? (The CDC offers low cost vaccines: check that CDC website about HPV Vaccine costs.) How many people will it take to enact this new legislation? What skills/degrees must they possess and how much would their salary be? These workers will want benefits (about equal to 1/3 of the salaries). Create a complete plan so you know how much money it will take to fund this legislation when it passes. You will need this information when you talk to your representative so you can get ideas on how to fund your legislation. Request resources your representative thinks would be helpful to you for 1) understanding how laws/ordinances are made and 2) how laws/ordinances are funded.

How are new “laws” funded?

What are your best tips for determining the complete cost of adding a new “law” so ultimately, the new law gets adequate funding for implementation?

***Note: The funding portion of this exercise is generally the weakest. Be sure to get the best tips and specifics available for funding your law during your interview!

End of actual interview content; the following is for your application to your particular new “law” of interest:

List the resources your representative recommended. If a pamphlet or other written material is provided, scan it and upload it with this assignment.

What costs must you cover to fund your new law? Itemize the expenses (buildings, employees, vaccines, supplies, etc.) here.
You can add more information later (final Module 9 submission), but you will need to give this topic some thought so you can converse with your representative about funding your legislation!

How are new laws funded at the level you chose? How will you use this financial information to fund your HPV legislation?

Describe how you will seek funding at the local or state level to cover the expenses you anticipate associated with your new legislation.

You can add more information later (final Module 9 submission), but you will need to give this topic some thought so you can converse with your representative about funding your legislation!

Create your reference list here:

References

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<td><strong>TBD:</strong> I’m working on this portion on July 7 and the CDC just released on June 26 that they are expanding the age recommendation for HPV Vaccinations. <a href="https://www.pharmacytimes.com/resource-centers/immunization/cdc-acip-recommends-expanded-hpv-vaccine-age-range-for-some">https://www.pharmacytimes.com/resource-centers/immunization/cdc-acip-recommends-expanded-hpv-vaccine-age-range-for-some</a></td>
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<td>Uses proper in-text citations as directed on page 177 of the APA manual, 6th edition or higher. <strong>Verifies</strong> the numbers of authors, whether that source has already been used, periods versus commas, and spacing.</td>
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<td>Utilizes reliable source such as a) peer-reviewed articles, b) not pay-to-publish, c) 5-years old or less, d) found on our ASU Library (rather than weblinks, only), e) United States articles (where there are the NIH Human Subject Protections and publication ethics). <strong>Verifies</strong> these journals the same way you verified the quality for the Article submissions you already completed. <strong>Compares</strong> work with the APA Guide and APA manual. <strong>Rechecks</strong> spacing and capital letters.</td>
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**Module 8 Assignment, Professional Organization Involvement and Political Advocacy, (25 points) Due Apr 12, 11 pm.**

Please read this entire assignment before beginning to do your work. The Self-Evaluation is instructional and designed to help you do your work CORRECTLY! Please save yourself time by 1) reading the complete assignment before starting on your work and 2) use the Self-Evaluation as a check-list to ensure you do your work correctly!

**Assignment:** Students will identify a nursing organization with political aspirations and create an action plan for his/her own participation in that organization to advance one political cause.

**Learning Objectives:**
Upon completion of this assignment, students will be able to:
- advocate for policy at several government levels: city/county/community or state.
- play a leadership role in policy development in professional organizations.

**Directions:**
- Start by going to ‘Modules’ to find the file located there for this Module 8 Assignment.
- Save your working copy as a file with an appropriate name: example = SmithProfOrgPolicy.docx
- Find a professional organization of your choice (consider the organizations listed in The Future of Nursing document from Module 1 or Chapters 73 and 74, pages 588-596, particularly pages 590 and 601).
- Choose one policy activity of your chosen organization.
- Use what you have learned in this course to create a political action plan for your own participation in the development of your chosen policy. Definitely revisit Chapter 1, pages 12 and 13 and Chapter 4, page 46 regarding strategies to tackle a political problem!
- Be complete and specific, as if you are actually doing that activity.
- Include statistics from reliable resources such as websites or journal articles to support the position.
- Include the references in proper APA format.
- Complete the student Self-Evaluation column.
- Upload your document on Black Board under ‘Assignments.’

| Professional Organization Involvement and Political Advocacy: 25 points |
**Step #1**, Choose an Organization!
Professional Organization:

**Step #2**, Find the Political Advocacy area on the Organization’s website and choose a topic of interest to you from their list.
Policy Topic:

List 5 potential strategies (as discussed in Chapter 1 pages 12 and 13 and Chapter 4, page 46 regarding strategies to tackle a political problem!) that you could use to develop this policy.
1
2
3
4
5

Political Action Plan: Choose one of your 5 potential strategies from above and prepare one, well-developed strategy to influence the policy chosen.

Use the Policy Decision Brief example from page 69 in the Mason text to create your own Political Action Plan here:

Summary of Political Issue:

Background:

Alternatives (Develop at least 2 alternatives and include the advantages and disadvantages of each alternative. Cite a reference for all the facts you present.):

References (these references should be peer reviewed references from the ASU Library, NOT pay to publish, and published within 5 years in US journals). Be sure to support all of your statements with references of this quality! This statement means that you will use in-text citations such as (Greenwald, 2019). See page 177 of your APA manual for assistance.

Put your references here in proper APA format. Please consult the APA Guide and APA manual before submitting your work.

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<td>Professional Organization is relevant to nursing (5 points)</td>
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<td>Chooses a topic relevant to health care (5 points)</td>
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<td>Lists 5 potential strategies to develop this policy. (5 points)</td>
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<td>Develops Political Action Plan/Policy Decision Brief (5 points)</td>
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Module 9 Assignment: The Nurse as Policy Advocate in the Community (HPV): 100 points, Due Apr 26, 11 pm.

Please read this entire assignment before beginning to do your work. The Self-Evaluation is instructional and designed to help you do your work CORRECTLY! Please save yourself time by 1) reading the complete assignment before starting on your work and 2) use the Self-Evaluation as a check-list to ensure you do your work correctly!

Assignment: Students will create an effective policy to promote immunization of young males and females for HPV in his or her community.

Learning Objectives:
Upon completion of this assignment, students will be able to:
- cite the benefits of the HPV vaccine for cancer prevention.
- understand the recommendations for HPV vaccinations.
- advocate for policy development in their own communities.
- utilize political leadership skills in their own communities.

Directions:

HPV Vaccine Orientation Information

Cancer prevention is a DREAM COME TRUE!!! Cancer prevention is something we can incorporate into any office visit or patient encounter, regardless of the presenting complaint or setting. Health promotion
and disease prevention needs to become a **national priority and your priority** as a health care professional.

On June 8, 2018, the American Cancer Society launched the Mission: HPV Cancer Free campaign to eliminate vaccine-preventable HPV cancers. The goal of this historic campaign is to increase HPV vaccination rates for pre-teen boys and girls to **80% by 2026**, 20 years after approval of the first HPV vaccine.

The HPV vaccine gives us the potential to help prevent more than 29,000 cases of HPV cancers in men and women each year. The US lags behind other developed countries in protecting our children against HPV cancers. No one should face a diagnosis of cancer that could be prevented. The HPV vaccine is safe, effective, and proven to prevent HPV infections that lead to cancer. If we vaccinated all of our 11-to-12-year-olds, we could see a generation of HPV cancer-free adults.

- **ACS elimination statement** on cervical cancer:
  - *Never in history has a cancer been eliminated, but the American Cancer Society believes the elimination of cervical cancer is a very real possibility if two conditions are met:*
    1. Sustained 80% HPV vaccination coverage for pre-teen boys and girls, and
    2. Continued routine screening and treatment for cervical pre-cancers.

---

**Read the following brochure and summarize what you learned.**

**CDC: Talking to Parents About HPV Vaccine**

**Summary:**

**Read the following brochure and summarize what you learned.**

**ACS Recommendations for HPV Vaccine Use**

**Summary:**

**Read the following news release and summarize what you learned.**

**FDA increases age for HPV Vaccinations to age 45 years**

**Summary:**

How does this recent FDA change affect the numbers of people who need HPV Vaccination?

Describe the importance of educating these older patients and providing access to the HPV vaccine?

---

**What is ImmTrac2? Google ImmTrac2.**

Describe how this site is important to the success of this assignment.

How will ImmTrac2 be important in your future career?

---

**From Medscape HPV training:**

Nurses are an underused source of powerful vaccine advocacy, and we need to have nurses of all types step up and speak out about the importance of adolescent immunization, especially against HPV. There are more nurses than doctors in this world. Nurses are usually highly trusted by families, and it is often
nurses in their communities who talk to parents at the grocery store, at school or at other community locations. Nurses get lots of questions about many medical issues, vaccines not least among them. We need to do a better job empowering nurses in their health care advocacy roles and reassuring them that encouraging HPV immunization is the right thing to do.

We have school requirements for **Tdap vaccination in all 50 states** and **meningococcal vaccination in 24 states** to prevent two diseases that **together cause about 125 deaths a year**. Cervical cancer kills about 4500 women a year in the United States. Anal cancer kills about another 1000 people a year. Estimates are that HPV-associated head and neck cancers kill another 4000 to 8000 people a year. That’s **9,500 to 13,500 people who die from HPV-related cancers each year**.

**HPV-Tdap-meningococcal-flu is one word!**

A great orientation to the significance of the HPV vaccine for cancer prevention is available for free on Medscape. It is free to join Medscape and they have a great tracking system for your CEUs. Nurse Practitioners need pharmacology CEUs to recertify and this is a great way to earn them. I try to get 1 CEU per month on Medscape so regardless of what certification or license I need to renew on a revolving basis, I’m always covered (for free! no travel! easy to find and print per the time-frame required! I had an NP job that paid me by the hour for these online CEUs. Most jobs offer a CEU allowance and these CEUs are pure profit with no travel.) Different states have different re-licensing requirements and I’m able to find those CEUs for free on Medscape, too.

**Complete the following CEUs available, for free, on Medscape.**

Join Medscape for free: go to Medscape.com and register.
Click the tab (across the top) that says “CME and Education.”
Search for “HPV.”
Complete the following CEU courses:

- Nurse Practitioners: At the Forefront of HPV-Related Disease Prevention 0.5 CEU, 0.5 pharm CEU 12/20/18 – 12/19/19
- Preventing HPV-Related Disease: From Global Perspectives to Local Solutions 1.0 CEU, 1.0 Pharm CEU, 12/7/18 – 12/6/19
- Distilling the Data: The Latest Updates on HPV-Related Disease and Its Prevention, 0.5 CEU, 0.5 Pharm CEU, 6/24/19 – 6/23/20
- Prioritizing Prevention of HPV-Related Disease: Opportunities for Obstetrician/ Gynecologists 0.5 CEU, 0.5 Pharm CEU, 12/21/18 – 12/21/19
- Navigating the Data and Evolving Our Approach: Maximizing Opportunities to Prevent Cervical Cancer 0.5 CEU, 0.5 Pharm CEU, 8/29/18 – 8/29/20
- Immunization Throughout the Life Course: What Is the Clinician's Role?, 0 CEU, 12/20/18 – 12/20/19

**Check the Module 9, Nurse as Policy Advocate Q DB for updates to this assignment! (++) = TBD as this up-to-age-45 years is a new recommendation (6/26/19)!**

**Check the Q DB for CEU updates.** This is the best-available list as of 7/7/19.

**Save your CME Tracker showing completion of these Medscape courses as a PDF.**

- Go to ‘Module 9’ to find the file located there for this assignment.
- Save your working copy as a file with an appropriate name: example = SmithCommAdvPolicy.docx
- Choose whether you will advocate for a 1) local “ordinance”/law or 2) state law.
- Do research on how a 1) local “ordinance”/law or 2) state law is a) initiated, b) put into place, and c) funded.

It’s wise to initiate this research, early! You will need to contact people who have already worked with initiating city/local ordinances (or laws) or state laws. The better experiences these people have, the more help they are to you! Choose your interview person wisely.

- Create a well-developed strategy to promote a law at the local or state level which will effectively promote immunization of young males and females for HPV in either your community or state. Cite statistics for the problem, including from your city, county, and state as available through public health resources.

- Utilize appropriate resources/references for statistics: the State Health Department, The Centers for Disease Control and Prevention, pediatric and family practice organizations (American Academy of Pediatrics and American Academy of Family Physicians), and the American Cancer Society are awesome resources for these statistics.

- Utilize proper APA format.
- Write at the graduate level using spell- and grammar-check.
- Address the problem with a logical and valid legislative approach.
- Create a new state law or city law/ordinance to propose.
- Adhere to the researched means utilized to initiate and pass a state law or city ordinance.

- Utilize effective means to ensure the law or ordinance will pass (rally the voters). Describe the campaign you will use to ensure your law is passed.

- Create and describe the method to fund the new law or ordinance. (Research how laws are funded at your state or local level, whichever is applicable.)
- Describe the new position descriptions funded with the new law or ordinance, if relevant. What are the requirements for these positions in terms of education and experience? What are the roles and responsibilities of these positions?

- Identify and describe 2 significant barriers that may need to be overcome.
- Identify and describe means to address each of these identified barriers.

- Use Chapter 1 and Figure 1-4, page 10, to analyze the forces that may shape your law/ordinance.
- Use Chapter 1 and Figure 1-5, page 12, to help you to identify the spheres of influence where nurses shape your law/ordinance.

- Use Chapter 1 and column 3 of Figure 1-6 to identify 5 strategies you could most effectively use to influence this law/ordinance. Page 46, Figure 4-3 also has some helpful ideas.

- Include a list of references utilized. Be sure to utilize reliable source such as a) peer-reviewed articles, b) not pay-to-publish, c) 5-years old or less, d) found on our ASU Library (rather than just weblinks). What journals are specific to the organizations listed above (or other organizations)? (American Academy of Pediatrics, American Academy of Family Physicians, National Association of School Nurses, American Cancer Society, etc.)

- Complete the Self-Evaluation.

- Upload your document on Black Board under ‘Assignments’ for the Module 9 Policy Advocate Assignment.
### Nurse as Policy Advocate in the Community: 100 points

**Target Areas for HPV Vaccination Policy** (‘areas,’ could include people, settings, funding... use your imagination on how you are going to be able to evoke implementing a law or ordinance):

- Analysis of the forces that shape this HPV Vaccination Policy (*Chapter 1 and Figure 1-4, page 10; note, you will need to do some research to answer this portion; be sure to keep track of your references utilized*).

  **Define each force and then tailor each force to HPV** rather than discuss each force in a generic way.

  1. Values-
  2. Policy Analysis and Analysts-
  3. Advocacy and Activism-
  4. Presidential Power-
  5. Politics-
  6. Science and Research-
  7. The Media-
  8. Interest Groups-

**Identify and describe** 2 significant barriers against HPV vaccination that may need to be overcome.

  1.
  2.

**Identify and describe** means to facilitate and address each of your barriers identified (as listed above) against HPV vaccination.

  1.
  2.

**Identify the spheres of influence where nurses shape this HPV vaccination policy**. (*Chapter 1 and Figure 1-5, page 12, will help you to identify the spheres of influence where nurses shape your policy - Again, you will need to do some research to answer this portion; be sure to keep track of your references utilized.*). **Describe, specifically, how each sphere can be used to support and promote HPV vaccinations.**

  1. Community
  2. Government
  3. Workplace and Workforce
  4. Associations and Special Interest Groups
**Do research** on the issue of HPV vaccinations for the area you chose. Cite statistics for the problem, including from your city, county, and state as available through public health resources. Utilize appropriate resources/references for your statistics: the State Health Department, The Centers for Disease Control and Prevention, the School Nurses’ Association, pediatric and family practice organizations (American Academy of Pediatrics and American Academy of Family Physicians), and the American Cancer Society are awesome resources for these statistics.

**Describe what you learned about the HPV vaccination problem in your area, here:**

List 5 *potential* strategies that you could use to develop this HPV vaccination policy (Chapter 1 and column 3 of Figure 1-6 plus page 46, Figure 4-3).

1.

2.

3.

4.

5.

-Which will you advocate for, a 1) local “ordinance”/law or 2) state law?

**Complete** your research on how a 1) local “ordinance”/law or 2) state law (or your choice) is a) initiated b) put into place, and c) funded that you started with the Political Networking: The Research Portion of Module 9 due **Nov 8**. (Cut and paste what you already submitted and add additional information here.)

Describe how, in general, a law or ordinance is **initiated**:

Describe how, in general, an **initiated** law or ordinance becomes a law or ordinance:

Describe how, in general, a new law or ordinance **gets funded**:

***Note: The funding portion of this exercise is generally the weakest. Be sure to get the best tips and specifics available for funding your law during your interview!***

Describe, specifically, how your HPV law or ordinance will be **initiated**:

Describe, specifically, how your HPV law or ordinance will become a law:

Describe, specifically, what people/places/things (supplies and equipment) you will need to implement your HPV law or ordinance:

Describe, specifically, how your HPV law or ordinance will be **funded** (your interview information is key here):

***Note: Again, the funding portion of this exercise is generally the weakest. Be sure to get the best tips and specifics available for funding your law during your interview!***

Put your references here in proper APA format. Please consult the APA Guide and APA manual before submitting your work.

References
Bold the journal articles you used! Journal articles are REQUIRED for this assignment. Find them on the ASU library and ensure they are from quality journals (using the techniques from the Module 1 exercise)! Attach the PDFs of each article you used when you submit your work.

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<td>4 points</td>
<td></td>
</tr>
<tr>
<td>Applies the 4 spheres of influence where nurses shape this HPV law</td>
<td></td>
</tr>
<tr>
<td>1 point</td>
<td></td>
</tr>
<tr>
<td>List 5 potential strategies to develop this law</td>
<td></td>
</tr>
<tr>
<td>10 points</td>
<td></td>
</tr>
<tr>
<td>Describes completely and in detail the process needed to create and</td>
<td></td>
</tr>
<tr>
<td>finance a local ordinance/law or state law.</td>
<td></td>
</tr>
<tr>
<td>45 points</td>
<td></td>
</tr>
<tr>
<td>Political Action Plan meets all listed criteria</td>
<td></td>
</tr>
<tr>
<td>20 points = <strong>Could drop final score 20%</strong></td>
<td></td>
</tr>
<tr>
<td>Includes quality references (including journal articles) utilized in</td>
<td></td>
</tr>
<tr>
<td><strong>Bold</strong> the journal articles in the reference list.</td>
<td></td>
</tr>
<tr>
<td>Attach the journal article PDFs when uploading this assignment.</td>
<td></td>
</tr>
<tr>
<td><strong>Highlight</strong> the portions of the article you used in your work.</td>
<td></td>
</tr>
<tr>
<td>Uses proper in-text citations as directed on page 177 of the APA manual,</td>
<td></td>
</tr>
<tr>
<td>6th edition or higher.</td>
<td></td>
</tr>
<tr>
<td><strong>Verifies</strong> the numbers of authors, whether that source has already</td>
<td></td>
</tr>
<tr>
<td>been used, periods versus commas, and spacing.</td>
<td></td>
</tr>
<tr>
<td><strong>Do not drop your grade with careless mistakes.</strong></td>
<td></td>
</tr>
<tr>
<td>Includes any resources provided from the Representative Interview</td>
<td></td>
</tr>
<tr>
<td>(Political Networking: The Module 9 Research Portion due <strong>Apr 5</strong>).</td>
<td></td>
</tr>
<tr>
<td>Utilizes reliable source such as a) peer-reviewed articles, b) not pay-</td>
<td></td>
</tr>
<tr>
<td>to-publish, c) 5-years old or less, d) found on our ASU Library (rather</td>
<td></td>
</tr>
<tr>
<td>than weblinks), e) United States articles (where there are the NIH Human</td>
<td></td>
</tr>
<tr>
<td>Subject Protections, publication ethics, and FDA approved medications).</td>
<td></td>
</tr>
<tr>
<td><strong>Verifies</strong> these journals the same way you verified the quality for the</td>
<td></td>
</tr>
<tr>
<td>Article submissions you already completed.</td>
<td></td>
</tr>
<tr>
<td><strong>Compares</strong> work with the APA Guide and APA manual.</td>
<td></td>
</tr>
</tbody>
</table>
Rechecks spacing, italics, and capital letters. 
**Don’t drop your grade with careless mistakes.**

<table>
<thead>
<tr>
<th>10 points</th>
</tr>
</thead>
</table>

- Uploads PDF of CEU Tracker including Completes the following CEU courses:
  - Nurse Practitioners: At the Forefront of HPV-Related Disease Prevention 0.5 CEU, 0.5 Pharm CEU 12/20/18 – 12/19/19
  - Preventing HPV-Related Disease: From Global Perspectives to Local Solutions 1.0 CEU, 1.0 Pharm CEU, 12/7/18 – 12/6/19
  - Distilling the Data: The Latest Updates on HPV-Related Disease and Its Prevention, 0.5 CEU, 0.5 Pharm CEU, 6/24/19 – 6/23/20
  - Prioritizing Prevention of HPV-Related Disease: Opportunities for Obstetrician/ Gynecologists 0.5 CEU, 0.5 Pharm CEU, 12/21/18 – 12/21/19
  - Navigating the Data and Evolving Our Approach: Maximizing Opportunities to Prevent Cervical Cancer 0.5 CEU, 0.5 Pharm CEU, 8/29/18 – 8/29/20
  - Immunization Throughout the Life Course: What Is the Clinician’s Role?, 0 CEU, 12/20/18 – 12/20/19

**Checks the Module 9, Nurse as Policy Advocate Q DB for updates to this assignment!**

(+)= TBD as this up-to-age-45 years is a new recommendation (6/26/19)!

(-) = Whichever Medscape decides to remove from the list.

<table>
<thead>
<tr>
<th>Other:</th>
</tr>
</thead>
</table>

Asks any questions about Module 9 on the Module 9 Q DB.

Checks the Module 9 Q DB to review other students’ Qs and instructors’ comments before submitting work.

**Total Points/100**

Please be sure to utilize the Question Discussion Board for this assignment to clarify the directions, if needed. Other students may have asked questions there that might be helpful to you, also.

Please add any additional comments you think would make this assignment more clear, easier to follow, or more effective for student learning. Thank you!

---

**Module 9: Book Report due Dec 6 at 12 noon (100 points)**

Please read this entire assignment before beginning to do your work. The Self-Evaluation is instructional and designed to help you do your work CORRECTLY! Please save yourself time by 1) reading the complete assignment before starting on your work and 2) use the Self-Evaluation as a check-list to ensure you do your work correctly!

Assignment: Abraham’s book follows the Banes family’s experience with health care and gives rich examples of how some Americans live and how their health care needs are not optimally met. For this exercise, students will analyze the family’s problems and propose political solutions to 1) Racial and Ethnic Disparities in Health Care, 2) Ethical Dilemmas in Health Care, 3) Health Promotion and Disease Prevention as a Cost Saving Measure, 4) Quality of Care, and 5) Access to Care. The Book Report will serve as the Final Exam for this course.

Learning Objectives:
Upon completion of this assignment, students will be able to:
- identify various health-related problems this family encountered
- propose policy changes to address these health-related problems and improve the outcomes.

***What you need to know*** Racial and ethnic disparities in health care; the role of governments in regulating the patient-provider relationship; the state of the nations’ health: coverage, capacity and cost; the ethical principle(s) that apply to the family's circumstances; the specific steps you could take as a master’s prepared nurse to advocate for policy, change existing policy, and/or formulate new policy to improve patient care and outcomes.

Directions:
- Start by going to ‘Assignments’ to find the file located there for this assignment.
- Save your working copy as a file with an appropriate name: example = SmithBookReport.docx
- Read the Abraham book about the Banes family.
- Identify problems the Banes family faced that are relevant examples for each of the 5 categories of the book report.
- Use the same example across the 4 columns: do not start by giving a transportation example (in column 1) and then switch to addressing a language barrier (in column 4), for instance.
- Complete the book report form, below. Note that the size of the box is not indicative of the size of your answer as this Word document will expand indefinitely.
- Complete the student self-evaluation.

---

**Book Report (100 points)**

- Heads up! Be sure to use a consistent example across all 4 columns. (Example: Don’t start Column 1 with access to care and then create a law about promoting multi-lingual providers! The Banes family spoke English. They didn’t need interpreters. Pick examples that apply across all 4 columns.
- Legislation is:
  a) A new state law.
  b) A new federal law.
Legislation is not educating the public.
Legislation is not increasing awareness.
Legislation is not writing a letter to the editor.
Legislation is getting a law into writing so that it can be enforced!
Once you complete your last column, be sure you created a new law!
Ask yourself: “Does my answer really generate a new law? If not, it’s not sufficient for points.
### Category 1: Racial and Ethnic Disparities in Health Care (20 points)

<table>
<thead>
<tr>
<th>Description</th>
<th>Describe how this <strong>racial or ethnic disparity</strong> hindered healing or the patient outcome.</th>
<th>Describe how the presence of this <strong>racial or ethnic disparity</strong> may affect your future practice.</th>
<th>Describe how you would <strong>develop legislation</strong> (at the state or federal level) to help eliminate this <strong>racial or ethnic disparity</strong>.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe the health problem this family endured due to <strong>racial or ethnic disparities</strong>.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Use this row of boxes for your answers to the row of questions, above...

Put your references here in proper APA format. Please consult the APA Guide and APA manual before submitting your work.

Do your research! Example: What is the current Medicare rule? Reference it! What should the new rule look like? or What is the current law? Reference it. What should the new law look like? Don’t just describe a problem in a general way. What is the law in place and how should the current law be changed to be helpful to families?

References utilized:

### Category 2: Ethical Dilemmas in Health Care (20 points)

<table>
<thead>
<tr>
<th>Describe one <strong>ethical dilemma</strong> this family encountered in health care.</th>
<th>Describe how this <strong>ethical dilemma</strong> hindered healing or the patient outcome.</th>
<th>Describe how the presence of this <strong>ethical dilemma</strong> may affect your future practice.</th>
<th>Describe how you would develop legislation (at the state or federal level) to help eliminate this <strong>ethical dilemma</strong>.</th>
</tr>
</thead>
</table>

**Application of Ethical Principles**

Use the Ethical Principles and Ethical Theories document (found under ‘Module 2’ at the Learning Module blue tab) as a resource for this portion of this exercise.

**List and describe/define the ethical principle(s) that apply/applies to the ethical dilemma chosen.**

**Explain how the ethical principle(s) you listed apply/applies to the ethical dilemma you chose.**

Put your references here in proper APA format. Please consult the APA Guide and APA manual before submitting your work.

References utilized:

### Category 3: Health Promotion and Disease Prevention as a Cost Saving Measure (20 points)

<table>
<thead>
<tr>
<th>Describe an instance when this family incurred health issues that could have been <strong>prevented</strong> at a much lower cost.</th>
<th>Describe how this <strong>preventable health problem</strong> impacted this entire family.</th>
<th>Describe how the implementation of this <strong>health promotion or disease prevention measure</strong> may affect your future practice.</th>
<th>Describe how you would develop legislation (at the state or federal level) to implement this <strong>health promotion or disease prevention measure</strong> to improve patient outcomes.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
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</tbody>
</table>
Put your references here in proper APA format. Please consult the APA Guide and APA manual before submitting your work.

References utilized:

<table>
<thead>
<tr>
<th>Category 4: Quality of Care (20 points)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe an instance when this family incurred greater health issues due to a lack of quality care.</td>
</tr>
</tbody>
</table>

Put your references here in proper APA format. Please consult the APA Guide and APA manual before submitting your work.

References utilized:

<table>
<thead>
<tr>
<th>Category 5: Access to Care (20 points)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe an instance when this family incurred greater health issues due to a lack of access to care.</td>
</tr>
</tbody>
</table>

Put your references here in proper APA format. Please consult the APA Guide and APA manual before submitting your work.

References utilized:

<table>
<thead>
<tr>
<th>Book Report: 100 points</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Criteria</strong></td>
</tr>
<tr>
<td>Follows directions for this assignment</td>
</tr>
<tr>
<td>Example in first column for each Category is relevant.</td>
</tr>
<tr>
<td>Column 2 presents logical explanations for adverse outcomes related to problems identified.</td>
</tr>
<tr>
<td>Presents thoughtful reflection of how these processes would affect future practice.</td>
</tr>
<tr>
<td>Proposed legislative suggestions are relevant and appropriate.</td>
</tr>
<tr>
<td>Includes references utilized</td>
</tr>
<tr>
<td>Asks any questions about Module 9 on the Module 9 Q DB.</td>
</tr>
<tr>
<td>Checks the Module 9 Q DB to review other students’ Qs and instructors’ comments before submitting work.</td>
</tr>
</tbody>
</table>

**Total Points/100**

Please be sure to utilize the Question Discussion Board for this assignment to clarify the directions, if needed. Other students may have asked questions there that might be helpful to you, also.
Please add any additional comments you think would make this assignment more clear, easier to follow, or more effective for student learning. Thank you!

**Module 9, Self-Evaluation of Student Learning Outcomes (1 point), due Dec 6 at 12 noon**

Please read this entire assignment before beginning to do your work. The Self-Evaluation is instructional and designed to help you do your work CORRECTLY! Please save yourself time by 1) reading the complete assignment before starting on your work and 2) use the Self-Evaluation as a check-list to ensure you do your work correctly!

**Directions:**
- Start by going to ‘Assignments’ to find the file located there for this assignment.
- Save your working copy as a file with an appropriate name: example = SmithSelf-Evaluation.docx
- Complete the self-evaluation form, below, by providing supporting statements and evidence regarding your ability to do each of the Student Learning Outcomes for this course.
- Upload your document on Black Board under ‘Assignments’ for the Module 9 Self-Evaluation.

<table>
<thead>
<tr>
<th>Student Learning Outcome</th>
<th>Assessment(s) or activity(ies) validating outcome achievement:</th>
</tr>
</thead>
<tbody>
<tr>
<td>By completing all course requirements, students will be able to:</td>
<td></td>
</tr>
</tbody>
</table>
| Apply ethical analysis and clinical reasoning to assess, intervene, and evaluate patient care and outcomes. | Module 2  
Texas Advanced Directives  
Texas Advanced Directives Questions  
Texas Donate Life Form  
Texas Donate Life Form Questions  
Texas Advanced Directives Workplace Policy Development |
| Develop an understanding of how healthcare delivery systems are organized and financed and how this affects patient care and identify the economic, legal, and political factors that influence healthcare. | Module 6  
Book Report |
| Design systems change strategies that improve the care environment.                    | Module 4  
Texas Advanced Directives Workplace Policy Development  
Professional Organization Involvement and Political Advocacy |
| Analyze how policies influence the structure and financing of institutional, local, state, and federal policy. | Module 3  
Module 6  
Module 7  
Book Report |
| Participate in the development and implementation of institutional, local, state, and federal policy. | Module 9  
The Nurse as Policy Advocate in the Community Book Report |
| Provide supporting statements and evidence regarding your ability to do each of the following Student Learning Outcomes. **Please note: this exercise is about your learning for the entire course.** |

<table>
<thead>
<tr>
<th>Student Learning Outcome:</th>
<th>Student’s supporting statements and evidence from the assessments and activities listed above:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apply ethical analysis and clinical reasoning to assess, intervene, and evaluate patient care and outcomes.</td>
<td><strong>Self-rating: __/10</strong>&lt;br&gt;<strong>Required: Supporting statements and evidence</strong>&lt;br&gt;(again, please note: this exercise is about your learning for the entire course).</td>
</tr>
<tr>
<td>Develop an understanding of how healthcare delivery systems are organized and financed (and how this affects patient care) and identify the economic, legal, and political factors that influence healthcare.</td>
<td><strong>Self-rating: __/10</strong>&lt;br&gt;Supporting statements and evidence:</td>
</tr>
<tr>
<td>Design systems change strategies that improve the care environment.</td>
<td><strong>Self-rating: __/10</strong>&lt;br&gt;Supporting statements and evidence:</td>
</tr>
<tr>
<td>Analyze how policies influence the structure and financing of institutional, local, state, and federal policy.</td>
<td><strong>Self-rating: __/10</strong>&lt;br&gt;Supporting statements and evidence:</td>
</tr>
<tr>
<td>Participate in the development and implementation of institutional, local, state, and federal policy.</td>
<td><strong>Self-rating: __/10</strong>&lt;br&gt;Supporting statements and evidence:</td>
</tr>
<tr>
<td>Examine the effect of legal and regulatory processes on nursing practice, healthcare delivery, and outcomes.</td>
<td><strong>Self-rating: __/10</strong>&lt;br&gt;Supporting statements and evidence:</td>
</tr>
<tr>
<td>Interpret research, bringing the nursing perspective for policy makers and stakeholders.</td>
<td><strong>Self-rating: __/10</strong>&lt;br&gt;Supporting statements and evidence:</td>
</tr>
<tr>
<td>Advocate for policies that improve the health of the public and the profession of nursing.</td>
<td><strong>Self-rating: __/10</strong>&lt;br&gt;Supporting statements and evidence:</td>
</tr>
</tbody>
</table>

List and describe the most significant knowledge you acquired in this Policy and Ethics course:

List and describe the skills you most improved in this Policy course: