NUR 3214
FUNDAMENTALS OF NURSING
PRACTICUM
SUMMER 2 2021

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Office: Archer 318U
Office Hours: Monday and Wednesday 9:30-12 by appointment

Course Information

Course Description
Using simulation and clinical experiences, students apply research-based strategies to provide safe and quality care to culturally diverse adult patients in hospitals, skilled care, and/or long-term care facilities.

Course Credits
Two Semester Credit Hours

Prerequisite and Co-requisite Courses
NUR 3414 Fundamentals of Nursing

Prerequisite Skills
Accessing Internet websites, using ASU Library resources, and proficiency with Microsoft Word and/or PowerPoint are an expectation of the Generic BSN program. Computer requirements are further delineated in the Department of Nursing Undergraduate Student Handbook. Tutorials for ASU Library and for Blackboard are available through RamPort. The ASU Nursing Program Undergraduate Student Handbook should be reviewed before taking this course (http://www.angelo.edu/dept/nursing/handbook/index.html).
BSN Program Outcomes

Upon completion of the program of study for the Generic BSN, the graduate will be prepared to:
1. Integrate nursing and related theories into the planning and/or delivery of safe nursing care.
2. Engage leadership concepts, skills and decision-making in the planning and/or implementation of patient safety and quality improvement initiatives.
3. Identify and appraise best research evidence to improve and promote quality patient outcomes.
4. Utilize technology to access information, evaluate patient data and/or document care.
5. Participate in political/legislative processes to influence healthcare policy.
6. Engage in effective collaboration and communication within interdisciplinary teams.
7. Design and/or implement health promotion & disease prevention strategies for culturally competent care.
8. Demonstrate standards of professional, ethical, and legal conduct.
9. Practice and/or coordinate, at the level of the baccalaureate prepared nurse, to plan and/or implement patient centered care.

Student Learning Outcomes

<table>
<thead>
<tr>
<th>Student Learning Outcome</th>
<th>Assignment(s) or activity(ies) validating outcome achievement:</th>
<th>Mapping to BSN Program Outcomes</th>
<th>Mapping to BSN Essentials</th>
<th>Mapping to QSEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Identify and initiate application of fundamental health care theories and standards to the care of diverse individuals.</td>
<td>Clinical Competency Performance Clinical Evaluation Weekly Clinical Experience Forms Simulation ATI Skills Modules</td>
<td>1,3,9</td>
<td>3</td>
<td>EBP</td>
</tr>
<tr>
<td>2. Develop beginning skill in using the nursing process in the care provided to individuals.</td>
<td>Clinical Competency Performance Clinical Evaluation Weekly Clinical Experience Forms Simulation ATI Skills Modules</td>
<td>1,9</td>
<td>3</td>
<td>EBP PCC</td>
</tr>
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<tr>
<td><strong>By completing all course requirements, students will be able to:</strong></td>
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<tr>
<td>4. Plan and implement health teaching for one adult patient addressing risk reduction, health promotion, preventative care, and discharge preparations.</td>
<td>Clinical Competency Performance Clinical Evaluation Weekly Clinical Experience Forms Health Promotion Presentation Simulation ATI Skills Modules</td>
<td>7</td>
<td>7</td>
<td>PCC</td>
</tr>
<tr>
<td>5. Recognize and verbalize understanding of the role of advocacy in caring for patients and families by protecting confidentiality, dignity, safety, autonomy and rights.</td>
<td>Clinical Competency Performance Clinical Evaluation Weekly Clinical Experience Forms Health Promotion Presentation Patient Safety Assignment Simulation ATI Skills Modules</td>
<td>8,9</td>
<td>2,8</td>
<td>PCC S</td>
</tr>
<tr>
<td>6. Develop beginning skills in using a variety of communication techniques with interprofessional team members to facilitate positive patient outcomes in a professional clinical environment</td>
<td>Clinical Evaluation Communication PPT and Activities SBAR PPT and report simulation Simulation ATI Skills Modules</td>
<td>6</td>
<td>6,8</td>
<td>TC</td>
</tr>
<tr>
<td>7. Identify and begin to demonstrate moral, ethical,</td>
<td>Clinical Evaluation Simulation</td>
<td>8</td>
<td>8</td>
<td>PCC S</td>
</tr>
</tbody>
</table>
Course Delivery
This is a clinical practicum nursing course that involves direct delivery of patient care services.

Required Texts and Materials
Required Clinical Equipment: This equipment includes but is not limited to a solid black, blue or white cloth face mask/covering with only the ASU logo, N95 respirator mask, clear goggles with only black or blue trim or a face shield, stethoscope, penlight, watch (that measures seconds), trauma scissors/shears, syllabus, skills checklist, course calendar, equipment required per hospital policy (face mask) and selected textbooks. Smart watches including Apple watches will not be allowed during clinical. All equipment must be able to be cleaned/sanitized entirely for proper infection control.

ATI Fundamentals For Nursing
Clinical Skills – Skills for Nursing by Elsevier
EHR Tutor - Academic Electronic Health Record System Fundamentals of Nursing (NUR3314)
required textbooks Drug book of choice
Lab reference manual of choice Nursing care plan book of choice Medical Dictionary of choice Medical Terminology book (provided online via library)

Recommended Texts and Materials
None

Technology Requirements
To successfully complete this course, students need to have access to 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 and microphone
Refer to Angelo State University’s Distance Education website for further technology requirements: [Angelo State University's Distance Education Website](#)

**Topic Outline**
Refer to blackboard course calendar

**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:* It is an expectation of this class that you use formal writing skills giving appropriate credit to the source for your ideas. Follow APA (2020) 7th edition (2nd Printing or higher only) guidelines for referencing.

*Written communication via email:* All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes.

*Virtual communication:* Office hours and/or advising may be done with the assistance of the telephone, Skype, or other program.

In the event of extenuating circumstances preventing a student from attending a clinical experience, the student will:
Notify the agency before scheduled time to report for duty.

Notify the clinical instructor a minimum of one hour before scheduled time to report for duty.

Failure to call in will result in an UNSATISFACTORY for that clinical day. Students missing more than one week of clinical will result in reevaluation of a student’s ability to meet course objectives and may result in an unsatisfactory clinical grade. The instructor may assign the student work to supplement the experience.

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. Otherwise, capitalizing is generally viewed 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.
- 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.
- 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 "netiquette" guidelines were adapted from Arlene H. Rinald's article, The Net User Guidelines and Netiquette, Florida Atlantic University, 1994, available from Netcom.)

**Grading**

**Evaluation and Grades**
Clinical evaluations are completed at day 4, 7, and 10. Clinical evaluation score of <75 by day 10 will result in failure of the course.

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Percent/Points of Total Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patient Safety Assignment</td>
<td>70</td>
</tr>
<tr>
<td>Health Promotion Presentation</td>
<td>70</td>
</tr>
<tr>
<td>Clinical Competencies</td>
<td>Rating - 3 or score - 75 on Final Evaluation</td>
</tr>
<tr>
<td>Night before assignment; Patient care documentation; SBAR reporting</td>
<td>Satisfactory completion, showing progression</td>
</tr>
<tr>
<td>Medical Terminology Workbook</td>
<td>Completed</td>
</tr>
<tr>
<td>Skills checklist</td>
<td>Completed and submitted online</td>
</tr>
<tr>
<td>ATI Modules</td>
<td>80 %- Post Test</td>
</tr>
<tr>
<td>Clinical Orientation Documents</td>
<td>Completed and submitted on blackboard by deadline</td>
</tr>
</tbody>
</table>

**Grading System**
Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

The following grading scale is in use for this course:

P (Pass), F (Fail), NC* (No Credit), W (Withdrawn)
Note: Students must successfully complete NUR 3414 & NUR 3214 simultaneously to receive credit in either course. NUR 3414 must be successfully completed to progress. All grades to include final course grade, assignments, and exams are not rounded up to the nearest whole number.

Teaching Strategies and Methods
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.

- Clinical participation
- Pre & Post conference, case studies, and interactions
- Written assignments
- Medical Terminology Workbook
- Simulation

Assignment and Activity Descriptions
*Please note: Rubrics for all assignments and activities are located on Blackboard.

Clinical Competency Performance
A standardized intuitive format: Clinical Skills: Skills for Nursing by Elsevier provides a consistent web based teaching, performing, and evaluation platform for skills taught in this course. Students will randomly be assigned one or more skills to perform from the list below during on-campus clinicasl. Students should be prepared to perform all skills.

1. Bed bathing
2. Oral Care on an unconscious patient
3. Pericare
4. Linen change on an occupied bed
5. Medication Administration
6. Vital Signs

Clinical Evaluations
Clinical evaluations are completed at day 4, day 7, and day 10 by appointment. Students complete and submit hard copies of the evaluations by the due dates listed in the course calendar in blackboard prior to the scheduled appointment.

Simulation
Students will attend at least 2 scenarios in Simulation Lab or Virtual simulation throughout the semester. Simulation guides experiences that replicate real patient experiences in a fully interactive form.

Students are given the opportunity to prep for the Simulation experiences and participate in structured debriefings following the scenarios. Students are also provided simulation experiences in the learning lab while learning basic patient care. Simulation prepares students for expected and unexpected scenarios in the patient care areas.

**Communication Activities**

Students will provide SBAR report in post-conference during the first week of night before assignments. Students will attend and record report received in all patient care facilities from healthcare personnel. Students will participate in simulation interview activities on campus and will complete an assigned interview during clinical orientation/communication day in clinical.

**Night Before Assignment**

The purpose of this clinical nursing course is to introduce students in the process of direct delivery of patient care services to a patient of their choosing. During the clinical preparation period, the student goes to a health care facility on the day or evening before the clinical rotation and gathers information from the client’s chart, researched pathophysiology, medications, treatments, diagnostics, and prepares a completes a plan of care. The student prepares to apply the theory, concepts, and skills on the day of care with the patient. Night before assignments are designed to prepare the novice student for patient care. Prior to the night before assignments, students are given the opportunity on campus and at Epic training to review the requirements for an appropriate night before assignment with instructor guidance.

**Patient Safety Paper**

This assignment involves a 4 page paper submitted in APA format on a topic of the student’s choosing from a pool of patient safety topics to expand student comprehension and competency of safe patient centered care and interventions based on evidence and to evaluate student comprehension of basic APA format.

**Health Promotion PowerPoint**

Assignment is a Powerpoint presentation designed and presented in APA format to the class, who are to be a non-healthcare population. Topic is of student’s choosing from a pool of provided health promotion topics. Assigned to measure student competency in health teaching, addressing risk reduction, health promotion, and preventative care.

**ATI Skills Modules**

ATI skills modules provide students the opportunity to apply critical-thinking skills to patient care before entering the clinical sites. The modules are online, self-study learning how-to videos of nursing skills, practice challenges, and evidence-based research summaries. Skills modules prepare students for expected and unexpected scenarios in the clinical setting. Assigned skills modules include but not limited to:
1. Infection Control
2. Vital Signs
3. Personal Hygiene
4. Ambulation, Transferring, and Range of Motion
5. Nutrition, Feeding and Eating
6. HIPAA
7. Medication Administration

Documentation Assignments
Precise and accurate documentation is essential to facilitate communication, promote good nursing care, and meet professional and legal standards. Students will be responsible for documenting a physical assessment daily on one patient utilizing the bedside assessment tool. Students are held accountable only to what they have learned in assessment at the time of the documentation. Students will be responsible for documenting assessment and patient care in the EHR Tutor electronic medical record after care of patients in the skilled care facility and after simulation experiences in the SIM lab. Additionally, students are required to document using narrative and problem focused charting on paper during the patient care experience in skilled care.

Medical Terminology
The medical terminology workbook is designed to assist students in developing a medical vocabulary to assist in their clinical interactions. All course work is assigned per the course calendar and workbook pages are due per the calendar.

Assignment Submission
In this class, some assignments may need to be submitted through the Assignments link in the Blackboard site. This is for grading, documenting, and archiving purposes. Other assignments will be submitted to your instructor in the clinical setting. Please review the individual assignment rubrics for submission guidelines. Issues with technology arise from time to time. If a technology issue does occur regarding an assignment submission, email your instructor 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 lets your faculty 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 your assignment through the appropriate link. This process will document the problem and establish a timeline. Be sure to keep a backup of all work.

Late Work or Missed Assignments Policy
Policy on Late Work, Revisions, or Missed Assignments:
Due dates and times for assignments are posted. Failure to submit an assignment by the deadline will result in a counseling and automatic unsatisfactory. If revisions to the late
assignment are deemed necessary, a new submission deadline will be assigned and an automatic 15 point deduction will be taken (i.e. all revised assignments will start at an 85% as the maximum grade). Failure to submit the revised assignment by the deadline will result in another documented counseling and unsatisfactory. Further revisions are at the discretion of the instructor.

**Revisions of Assignments:**
Failure to pass an assignment is unsatisfactory performance which requires counseling and revisions. A new submission deadline will be assigned and an automatic 15 point deduction will be taken (i.e. all revised assignments will start at an 85% as the maximum grade). Failure to score a 70 on the revised assignment by the deadline will result in another documented counseling and unsatisfactory. Further revisions are at the discretion of the instructor.

**General Policies Related to This Course**
All students are required to follow the policies and procedures presented in these documents:

- [Angelo State University Student Handbook](#)¹
- [Angelo State University Catalog](#)²
- [Undergraduate Nursing Student Handbook](#)³

**Important University Dates**
- July 12, 2021        First Day of Classes
- August 2, 2021     Last day to drop a class or withdraw from the University
- August 13, 2021   Last day of summer 2 classes

**Student Responsibility and Attendance**
Come to clinical prepared to apply the theory, concepts, and skills involving specialized materials, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the particular occupation and the business/industry.
Demonstrate legal and ethical behavior, safety practices, communication, interpersonal and teamwork skills
Participate in clinical opportunities, simulation, pre & post conference discussions and Blackboard discussions (if assigned).
Ask questions as needed.

_The teaching team reserves the right to make additional or alternative assignments in order to meet the needs of an individual student or a particular class._

Attendance: A week’s worth of cumulative absences in any one course will result in faculty evaluation of the student’s ability to meet clinical objectives and may result in failure of the course. This means that if you have one clinical day a week, missing ONE clinical practicum places you in jeopardy of course failure.
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. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day\(^4\) for more information.

Clinical Day Inclement Weather Policy
In the event of adverse weather conditions, the policies and procedures of the University are the main guide for the Department of Nursing. Information about the University’s operating status may be obtained by:
Campus alert email notification (angelo.edu email)
ASU Website
Ramport
ASU Facebook
ASU Twitter
Local news media
If the University is open, class, lab and clinical schedules will be followed to the greatest extent possible. Individual faculty and students are in the best position to determine whether they can travel safely to campus or a clinical site. Individual judgments about personal circumstances must be made so that no one jeopardizes their safety and health.
University Police will issue a weather warning via ASU Alert in the event of a tornado or other adverse weather system that threatens the safety or welfare of students and employees.
Adverse conditions such as a power outage, chemical/gas leak, bomb threat or similar situation would also result in closing the campus. If clinical is canceled, essential learning experiences still need to be met. Faculty may do this in a variety of ways such as adding small blocks of time to future classes or developing alternate student learning activities.

What the clinical faculty will do:
The announcement of cancellation of a clinical rotation or delay in the start time of a clinical rotation will be made by the faculty member responsible for the clinical. Any cancellation or delay will be based on a University announcement.
Faculty will communicate with students the status of the clinical by creating an Announcement posting in Blackboard (which also automatically sends an email to students).
The clinical faculty is also responsible for notifying the following individuals:
Nursing Department Clinical coordinator
GBSN Program lead
The clinical faculty will also be responsible for notifying students of alternative clinical assignments if necessary.

**Academic Integrity**

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject to disciplinary action and possible expulsion from ASU.

The College of Health and Human Services adheres to the university’s Statement of Academic Integrity.5

**Plagiarism**

Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. 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 your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. 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.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the ASU Writing Center.7

**Social Media Policy**

The Angelo State University Nursing Program supports the use of social media in personal/nonacademic or non-professional contexts. Students may encounter confidential information within the academic or patient care environment during clinical practicum and must demonstrate professional behaviors and communication. Consistent with Code of Ethics for Nurses with Interpretive Statements [ANA, 2001], Nursing: Scope and Standards of Practice [ANA, 2nd ed., 2010], Nursing’s Social Policy Statement [ANA, 2010] and the ASU Confidentiality Statement all students sign at the beginning of their program, it is the Students’ responsibility to refrain from the following:

- Uploading images/videos of yourself in a clinical environment or uniform*
- Discussing patients, visitors, vendors, or organizational partners
- Talking about physicians, hospital/facility/clinical staff
• Discussing clinical events or news stories involving clinical partners
• Giving medical advice online
• ‘Friending’ or requesting to friend patients (even when they are no longer patients), Department/College faculty, or staff.
• The only exceptions are individual or group photos of the clinical group and faculty.

ASU nursing faculty reserves the right to order the immediate removal of inappropriate items (HIPPA violations, etc.) that are posted on a student’s social media site. Students preparing to enter the nursing workforce have a professional obligation to understand the nature and consequences of participating in social networking of all types [blogs, Twitter, Facebook, etc.]. Patient privacy is a fundamental ethical and legal obligation of nurses. Although social networking venues offer opportunities for mentoring and sharing needed health related education and information among colleagues and the lay public it also presents risk. The use of privacy settings and the separation of personal from professional information is not guaranteed from being shared or made public in less protected forums. Online content and behavior has the potential to enhance or undermine the individual student’s career and/or the academic institution they attend. Students should consider the ‘unintended consequences’ of any information they share outside the context in which it was learned. [adapted from Principles: Social Networking and the Nurse [Draft 25 April 2011], American Nurses Association]

**Accommodations for Students with Disabilities**

ASU 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 of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website. The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford
Director of Student Disability Services
Incomplete Grade Policy
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. See ASU Operating Policy 10.11 Grading Procedures for more information.

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 on a daily basis.

CLINICAL PRACTICUM REQUIREMENTS

Please see the ASU Nursing Program Undergraduate Student Handbook for a complete list of clinical practicum requirements to include dress code, physical requirements for clinical, behavior in the clinical practicum agencies and student occurrences.

Maintain student liability insurance and current American Heart Association Health Care Professional CPR certification.

Maintain a student file, in the nursing department, with a current and complete immunization record and TB skin test. TB skin tests must be done annually while enrolled in the nursing program.

Provide safe nursing care to clients within level of knowledge and nursing skills.
See UNSATISFACTORY & UNSAFE Clinical Practice in the ASU Nursing Program Undergraduate Student Handbook.

UNSATISFACTORY clinical performance: A student will be considered "Unsatisfactory" if clinical experiences reflect negative performances, lack of preparation or absence. Unsatisfactory incidents indicate that students may not be able to meet course requirements. A student whose clinical practice is UNSATISFACTORY will be given (a) counseling, opportunities for improvement, and/or remediation, and (b) a verbal and written warning. Faculty may remove a student from the clinical setting for lack of preparation or other unsatisfactory performance. A pattern of three (3) clinical "unsatisfactories" may result in the student failing the clinical portion of the course, and as a result, receive a failing grade for the course.

UNSAFE Clinical Performance: When direct patient care is part of the learning experience, patient safety and well-being is of paramount concern. If a faculty member evaluates that a student is unable to provide safe nursing care in accordance with Standards of Professional Nursing Practice (BON, Nursing Practice Act, 2001), and if this deficit is such that it cannot be remedied, the student will be removed from the clinical setting and will receive a grade of “F” in the course.

4. Satisfactory completion of all clinical assignments

Nursing Weblinks

- Board of Nursing for the State of Texas
- BSN Student Resources

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. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.
You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: [www.angelo.edu/incident-form](http://www.angelo.edu/incident-form)
Face to face: Mayer Administration Building, Room 210
Phone: 325-942-2022
Email: michelle.boone@angelo.edu

*Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).*

For more information about resources related to sexual misconduct, Title IX, or Angelo State’s policy please visit: [www.angelo.edu/title-ix](http://www.angelo.edu/title-ix).

**Course Schedule**

Please see Course Calendar in Blackboard.

**Grading Rubrics**

Rubrics for the Patient Safety Assignment and Health Promotion Assignment will be posted on Blackboard and reviewed in class.

**Student Evaluation of Faculty and Course**

Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs and clinical experiences.

Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

**End of Syllabus**