COURSE INFO

Course Title: Nursing Summer Externship-Study Abroad
Course Number: NURS 3391
Summer 2016

Course Description: This three-credit blended elective course [1.5 theory (22.5 hrs.) /1.5 clinical (58.5 hrs.)] provides students the opportunity to participate as a member of an international community of practice, focusing on the development of clinical reasoning, service learning, and professional development with the support of faculty and role models from the selected community of practice. Nursing as a profession is rooted in the belief that it is a spiritual calling committed to healing on a global level no matter where care is delivered. Nursing focuses on creating the conditions and relationships necessary for healing to occur by caring for the patient’s body, mind, and spirit in a culturally diverse setting. Study abroad trips to selected countries provide an opportunity for nursing students to partner with international health care providers to deliver healthcare and community services in regions of the world. Student will select a country and participate in pre-training and debriefing sessions. This course provides a doorway of opportunity for study aboard externships and nursing research collaboration. Departmental consent required.

Placement: Undergraduate

Prerequisite(s): Departmental consent required. NURS 2542 Foundations of Holistic Nursing Practice, NURS 2342 Health Assessment, NURS 3651 Holistic Nursing: Care of Adults/Older Adults, NURS 3354 Holistic Nursing: Caring for the Community, NURS 3552 Holistic Nursing: Care of Children and Families, NURS 3553 Holistic Nursing: Care of the Childbearing Family, NURS 3251 Clinical Inquiry I

Credit Hours: three (3) credit clinical course (1.5 theory /1.5 clinical)

Course Schedule: Thursdays 10-11:30 am; Room TBA

Course Withdrawal “W” Date: The last day to drop course with a “W” is Wednesday, July 20, 2016

FACULTY INFORMATION

| Course Coordinator and Clinical Faculty: Lucindra Campbell-Law, PhD, ANP, PMHNP, BC |
| Office Location: SON, 1208 Colquitt |
| Office: 713-525-6936 |
| Mobile: Cell: 832-370-3529 |
| E-mail: campbel1@stthom.edu |
| Office Hours: By Appointment |
REQUIRED COURSE RESOURCES

**Required Text:**

A. **Electronic Resources:**
   1. Blackboard (additional web sources will be made available via Bb)

LEARNING OUTCOMES

**Course Goals & Objectives**

Upon successful completion of the course the students will achieve the following learning outcome objectives by demonstrating the ability to:

1. Provide care that is reflective of nursing as a healing ministry focusing on mind, body, and spirit.
2. Utilize nursing theory to inform holistic practice.
3. Perform basic holistic health assessments of patients and families.
4. Demonstrate therapeutic communication skills with patients and families.
5. Provide care/ service learning that is reflective of the patient and family as members of a community.
6. Provide care that is sensitive to diverse cultural values of patients and families.
7. Demonstrate advanced-beginner level clinical reasoning in application of the nursing process.
8. Provide care that is developmentally appropriate for the chosen population and incorporate appropriate specialty knowledge into practice.
9. Demonstrate beginning practice that is reflective of professional values.
10. Provide education to patients and families in a manner that reflects a philosophy of partnership in care.
11. Analyze patterns of role modeling and reflect on their own developing professional identity.
12. Integrate nursing practice with interdisciplinary team practice.

PRINCIPAL UNITS OF THE COURSE:

1. Principals and goals of global health: Chapters 1 & 5
2. Working together to improve global health: Chapters 2, 3 & 16
3. Social determinants of health and culture: Chapter 4
4. Health and economy: Chapter 3
5. Ethics, human rights and social justice: Chapters 4 & 15
6. Women’s health: Chapters 8 & 9
7. Children’s health: Chapters 10 & 11
8. Environmental health: Chapter 7
9. Emerging communicable/tropical diseases: Chapter 12 (Ebola & Zika viruses)

Clinical Course Goals & Objectives

The goals of clinical nursing education are to enable the students to apply theoretical learning, develop communication skills, perform safe therapeutic intervention, exhibit caring behaviors, apply ethical prerequisites and develop critical thinking skills. The clinical objectives for this course are the clinical objectives of the prerequisite courses. The student will build on previous clinical experiences by applying them in an international clinical setting. Refer to prerequisites course syllabi for clinical objectives.

METHOD OF ASSESSMENT

Methods of Assessments:
This 3 credit clinical course consists of:

A didactic portion (1.5 credits or 22.5 hours) provides knowledge for preparing for the international trip which will be assessed through class discussion and quizzes.

A clinical practicum (1.5 credits or 58.5 hrs) in international setting in which the student is paired with a faculty. Clinical conference with clinical faculty will occur at the completion of each clinical day. A service learning component will include participating in community oriented projects/activities.

Methods of Instruction:

- Assigned readings from required textbook
- Online instruction and activities via Blackboard
• Small group work
• Class discussion
• Quizzes
• Clinical practicum in an international setting
• Summative Clinical Paper
• Daily Personal Reflective Journaling

COURSE REQUIREMENTS (Due dates for all assignments are included on course calendar)

• Quizzes: A total of six quizzes (10 questions each) cover the readings assignments and will constitute 60% of the course grade. Quizzes will be reviewed during the class period.
• Summative Clinical Paper: One (1) is required at the completion of the clinical practicum and will be due upon return from the Haiti mission trip. Guidelines and grading rubric may be found on Blackboard. The Summative Clinical Paper is 20% of the course grade.
• Daily Personal Reflective Journals: Five (5 entries) (2 pg. entry for each day of the trip) are required during the international experience and will be graded by assigned clinical faculty. The Personal Reflective Journals are due at the end of the trip and is 20% of the course grade.
• Faculty Clinical Evaluation of Student: The student will demonstrate skills and knowledge learned in the classroom and during supervised clinical experiences. It is expected that the student will apply those skills to the service learning environment. The clinical evaluation will be graded as Pass/Fail.
• Attendance and Participation: Attendance at the Haiti trainings, packing day, and the commissioning ceremony, etc. is considered as part of the required participation.

<table>
<thead>
<tr>
<th>Course Grade</th>
<th>100%</th>
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<tr>
<td>Quizzes</td>
<td>60%</td>
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<tr>
<td>Daily Personal Reflective Journal (5 total entries)</td>
<td>20%</td>
</tr>
<tr>
<td>Clinical Summary Paper</td>
<td>20%</td>
</tr>
<tr>
<td>Study Abroad Faculty Clinical Evaluation of Student</td>
<td>Pass/Fail</td>
</tr>
<tr>
<td>Attendance and Participation</td>
<td>Pass/Fail</td>
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</tbody>
</table>

**TOTAL 100%**

**Course Grading Rules**
Students are responsible for monitoring their own grades in Bb under the My Grades tab. Any discrepancies must be reported to the Course Coordinator in a timely fashion.

Grades are awarded based on the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
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<tbody>
<tr>
<td>A</td>
<td>95 - 100</td>
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<tr>
<td>A-</td>
<td>90 - 94</td>
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<tr>
<td>B+</td>
<td>87 - 89</td>
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<tr>
<td>B</td>
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<td>C-</td>
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<td>D</td>
<td>65 - 68</td>
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<td>F</td>
<td>&lt; 65</td>
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**Testing Average**
A grade of C (75 – 77) or higher is required to pass all nursing courses. A weighted 75% test average is required for successful course completion regardless of other course grades. A course in the major for which the student has received less than a C, and/or an unsatisfactory clinical grade, must be repeated. For clinical nursing courses, both the classroom and clinical portions must be repeated regardless of what part(s) of the course were failed. A student failing to earn a C in a course with a clinical component must successfully repeat the course with a grade of C or higher.

**Successful completion of a Nursing Clinical Course is defined as follows:**

1. **Weighted 75% test average.**
2. Completion of all course assignments and tests.
3. Completion and submission of clinical assignments and written work.
4. Achievement of a final course grade of C or higher (≥ 75) AND
5. A satisfactory clinical evaluation.
6. Grades at 0.5 or higher will be rounded up.

Students who receive a test grade below a “C” will be referred to the Faculty Academic Coach (FAC) and to the Director of the Nursing Success Center (NSC). The NSC director will initiate the student into the SON Readiness Program.

**Missed Assignments and Missed Exams**

**Missed Tests/Quizzes:** Students who are not able to take a test when it is scheduled must notify the faculty member as soon as possible before the test period begins. The Course Coordinator will determine the make-up process, if any.

**Incomplete Grades:** The faculty may grant an incomplete if a student has not met all of the criteria for passing the course. Such situations may include students who have a documented emergency in the last few days of a semester (All students will receive an incomplete grade course because the Haiti trip occurs after the last day of class and after final grades are due to the registrar’s office. The course grade will be changed from incomplete to the earned grade on or before Friday, August 26, 2016).

**Late Work:** Assignments are due at the beginning of the class period unless otherwise indicated. All late papers/assignments will have five (5) points deducted per day, this includes weekend days. Due dates will be provided in the course calendar. Assignment guidelines and grading rubrics will be provided in Bb.

**Testing Policies**

Exam Regulations
1. UST-SON Classroom Exam Agreements
   • All bags are placed outside of classroom on cart.
   • All personal items (including phones) are placed outside classroom.
   • All phones MUST be off or silenced.
   • No bottles or food on desks at any time.
   • Test items should never be copied/pasted/forwarded/photographed or reproduced in any form.
   • Scrap paper will be provided by faculty.
   • Scrap paper must be returned to faculty with the student’s name on it when the student completes the exam.
   • Concerns about specific test questions should be written on scrap paper and personally handed to faculty at the end of the exam.
   • Students cannot leave the classroom for any reason during the exam (except for exams lasting more than 2.5 hours and only one student may leave at a time).
   • Students must exit the classroom quietly immediately after completing the exam.

2. Students must direct all questions and concerns to the exam facilitator by raising their hand. Failure to comply may lead to student being asked to leave the classroom.

3. Students will not be allowed into the classroom to take the exam after the scheduled start time. The Course Coordinator will determine the consequences of missing the exam(s).

METHODS OF BLENDED LEARNING
Blended learning is an educational approach that assesses and integrates the strengths of face-to-face, mobile, and online learning to address a course’s educational goals. The use of multiple interactive learning environments outside the classroom makes interaction inside the classroom more effective and productive. All SON courses are offered in a blended learning or completely online format. These formats incorporate teaching and learning activities using online and/or face-to-face methods of instruction. Blackboard (Bb), a web-based management system, houses the main components of the courses. Course content, assignments, due dates, and quizzes will be provided through Bb. Students must use UST email to respond to the course instructors and peers about assigned topics. Students must participate in all online (graded or ungraded) activities.

This course has content/activities delivered from multiple directions and multiple dimensions both synchronous and asynchronous. This course has three main components:

- The Syllabus which has key information for the course along with course guidelines and expectations.
- Grading Rubrics which communicates grading guidelines. It can also provide the student with a basis for self-evaluation, reflection, and peer review.
- Course Content Outline /Calendar which communicates class date, time, and location; assignments and exams that are due in both environments, in and out of class; and clinical rotation times, depending on type of course.
Some Helpful Information

- **Access to internet** – You must have daily access to the internet and use Bb site regularly between classes to keep up with announcements and to complete assigned activities.

- **Learning is not a spectator sport** – You are expected to take responsibility to actively use the online materials and manage your time so that you complete assigned readings and online activities in between face-to-face sessions.

- **Use of new technologies** – Online tutorials on the use of Bb tools are located at [http://www.stthom.edu/Offices_and_Services/Information_Technology/Services/Training/Student_Tutorials.aqd?Page_ID=5512](http://www.stthom.edu/Offices_and_Services/Information_Technology/Services/Training/Student_Tutorials.aqd?Page_ID=5512). Training on how to use other required technologies will be provided to students by the faculty as needed.

- **Student resources:** Students are encouraged to access the UST library as well as other appropriate internet sources as needed.

- **Library Link** – Nursing Section  Add Link

- **Student computing services** – **Call the UST Help Desk at 713-525-6900** or email [lthelp@stthom.edu](mailto:lthelp@stthom.edu). Available services are detailed on their website.

- **Nursing Success Center (NSC)** – Provides academic advising, peer mentoring, state board licensing preparation, study skills tutorials, and time management tutorials for nursing and pre-nursing students.

COURSE POLICIES

**Attendance /Punctuality/Participation**

**Attendance:** Class attendance is required and the student is responsible for all material covered. If the student is not able to attend class, the student is to notify the instructor before the missed session. Failure to notify the instructor could constitute an unexcused absence as determined by the Course Coordinator.

**Absence and Tardy Policies:** Absences and tardiness are recorded beginning from the first class session after the student has enrolled in the course. Course Coordinators are not obligated to allow students to make up work they miss due to unexcused absences. Students who have excessive absences will be at risk for failing the course, might not be allowed to take the final exam, or might receive an incomplete. Course Coordinators may apply additional attendance policies as deemed appropriate to individual courses. Refer to the [SON Student Handbook](#).

**Dropping a Class:** **YOU MUST OFFICIALLY DROP OR WITHDRAW FROM A COURSE.** Once a student registers for a course, the student will receive a grade for the course unless the drop or withdrawal process is completed through the Registrar's Office. This includes students who may have never actually attended class or who may never have completed payment of tuition and fees for each course.
Computer Use Policy: Students may use their own personal electronic devices to take notes or refer to class materials in class but NOT during quizzes or exams. Students will be told to turn off electronic devices if they are being used in ways that are not permitted in the classroom and during exams/quizzes.

Mobile Electronic Devices: All personal electronic mobile devices will be kept on vibrate or silent mode. No texting or talking on phones is permitted during class time. Any personal recording during class requires the instructor’s permission. All emergency situations must be handled outside of the classroom environment.

Netiquette: Refers to the generally accepted rules of behavior for communicating in an online environment.

Please follow these guidelines in all your online responses and discussion groups.

RESPECT. We would like to suggest respectful exchanges as a basic ground rule. We feel that informational errors should be pointed out respectfully (even if stated strongly). Disagreements that honor the viewpoints of the various contributors are productive and can lead to new learning and understanding. If you use abusive or offensive language, you will be blocked from the discussion area and potentially removed from this course. If that is the case, you will not receive a refund of your tuition or fees.

PRIVACY. Keep in mind not only your own privacy rights but others' as well. Do not reveal any information that you deem private.

BE CONSIDERATE of grammatical/spelling errors.

REMEMBER that humor and satire are often misinterpreted online. Communication is more than words. So be prepared for some misunderstanding and requests for clarification.

BE SUPPORTIVE. We are all still learning. Our job is not to judge or condemn or even praise, although genuine encouragement is a necessary ingredient. We are here to provide information, to address topics in a discussion forum, and to provide assistance in helping each participant use her/his own unique learning style. Reflection generally precedes growth. So reflect upon what is said, provide sincere comments, and hopefully, we will all grow.

One good way to avoid problems is to reread your postings before sending them. Something written in haste may be misread.

Integrity of Student Work

Academic Integrity: UST students should demonstrate integrity in all of their activities, both personal and professional. Any unprofessional behavior or failure to adhere to the honor system is a serious violation of integrity and may result in failure of the course. The UST Student Handbook and Planner is located in Bb under My Organizations, then SON Student Resources.
The *SON Student Handbook* contains detailed information on plagiarism and related policies. The *SON Student Handbook* is located in Bb under My Organizations, then SON Student Resources. Students are held accountable for knowing and adhering to these policies. *Turn It In* software may be used routinely to help address insufficient documentation; this software detects plagiarism.

**Policy on Written Assignments**

The *Publication Manual of the American Psychological Association* (most current edition) is the required style manual that must be used in writing papers in the UST School of Nursing.

**Academic Policies and Procedures**

**ADA Student Accommodations:** In accordance with Section 504 of the Federal Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act of 2008, the University of St. Thomas will make all possible and reasonable adjustments in policies, practices, services, and facilities to ensure equal and optimal educational programs and activities for students who need accommodations. The University must balance the individual’s right to receive equal access and the University’s right to ensure the integrity of its programs. Students should be aware of and take into consideration if their accommodations conflict with the AACN (2001) *Nursing Essential Functions* as identified in the *SON Student Handbook*.

Students seeking academic accommodations must schedule an intake appointment in the Office of Counseling and Disability Services (CDS) on the 2nd floor of Crooker Center. This office is open Monday through Friday, 9 am – 5 pm. To receive accommodations, students must provide information that validates that a disability exists. This may include professional documentation that identifies the disability and indicates substantial limitations in daily activities as they relate to the academic environment. Each student’s situation is individually assessed and reviewed. Once approved, letters of accommodation (LOAs) are issued and the student should distribute them to their Course Coordinator and Academic Advisor. Academic accommodations are not applied retroactively; it is best to request new LOAs early each semester.

Students should contact the Course Coordinator immediately if new needs arise. Students can see the instructor before or after class or request another time to discuss such matters. Confidential information regarding accommodations is only shared with faculty, staff, or administration on a need-to-know basis with the student’s written permission.

For more information about Disability Services, contact CDS at 713-525-6953 or 713-525-2169.

**Course and Instructor Evaluations:** There is an end of semester evaluation for this course and the Course Coordinator. This evaluation is confidential. Students are strongly encouraged to complete the evaluations because input is very valuable. Instructions on how to access evaluations will be provided two to three weeks before the end of each semester.
CLINICAL EXPECTATIONS AND GUIDELINES

Clinical objectives for this course are listed above in this syllabus under Clinical Course Goals & Objectives. The clinical component of this course is graded as Pass or Fail. This clinical experience meets the requirement for the Texas Board of Nurses. The student will demonstrate skills and knowledge learned in the classroom and simulation laboratory during supervised clinical experiences.

Clinical Failing Behaviors: Clinical failing behaviors are based on the Texas Board of Nursing Standards of Professional Practice §217.11 and Unprofessional Conduct rules §217.12 [http://www.bon.state.tx.us/nursinglaw/pdfs/bon-rr-0910.pdf]. A list of clinical failing behaviors is in the SON Student Handbook. Some examples include but are not limited to:

- Performance is unsafe.
- Questionable decisions are often made.
- Lacks insight into own behaviors and that of others.
- Significant difficulty in adapting to new ideas/functions.
- Continues to need additional guidance and direction beyond a reasonable period of time.
- Demonstrates professional misconduct.

Criteria for Clinical Grading: Criteria for each clinical competency on clinical evaluation forms is rated as meets, exceeds, or does not meet expectations. Critical items require a rating of at least “meets expectations” on the final evaluation.

Clinical Attendance: Students are expected to attend all of the clinical hours for this course in order to meet required learning outcomes. The Course Coordinator or clinical instructor will contact students in the event that clinical is cancelled due to inclement weather or emergency situations. Attempts will be made to schedule clinical make-up days. Failure to arrive at the clinical site during a scheduled assignment without at least two hours prior notification to the clinical instructor may result in failure of a clinical course, as determined by the faculty.

Students who are unable to complete required clinical hours due to excused clinical absences may receive an incomplete in the course. An incomplete may result in delayed progression in the academic program.

Clinical Dress Policy: Uniforms and name badges are worn when on duty in the hospitals and in the community during the clinical nursing experience. Attire must be neat and appropriate. Students not following the dress code may be sent home and will receive a written warning for that clinical day. Review the SON Student Handbook for detailed information regarding the dress policy.

Clinical Evaluations: The purpose of clinical evaluations is to provide feedback to the student and faculty. Students will be asked to complete clinical evaluation forms about self-evaluations, faculty evaluations, and clinical site evaluations. Formative feedback is provided during each clinical experience. Clinical warnings may be issued any time during the clinical rotation.

Class Schedule (See Course Calendar)

Revised and Approved by SON Faculty – December 2014
Revised: April 21, 2016 AC
Acknowledgement of Receipt of Course Syllabus

Course faculty will review the syllabus on the first day of class. I understand that it is my responsibility to read the syllabus which is available on Blackboard. If I am unclear about any portion of the syllabus, I will ask for clarification from the Course Coordinator, as well as, refer to the SON and UST Student Handbooks.

This form must be signed on or before the 2nd week of class.

Initial the following statement and sign below. This form will be placed in your SON student file.

_______ I acknowledge that I have access to the online NURS 3391 course syllabus.
_______ I acknowledge that I have read the syllabus and that I have been given an opportunity to ask questions about the details of the course.
_______ I acknowledge that I understand the methods of evaluation and course grading rules.
_______ I acknowledge that I have sufficient information to sign this form. I understand its contents.

Student Signature _____________________________________ Date: ________________
HIPAA/CONFIDENTIALITY AGREEMENT

NURS 3391 Nursing Summer Externship-Study Abroad

Introduction

Protected Health Information (PHI) is individually-identifiable information that includes, but is not limited to, patient’s name, account number, birth date, admission and discharge dates, photographs, and health plan beneficiary numbers. PHI includes patient information based on examination, test results, diagnoses, response to treatments, observations, or conversations with patients. This information is protected and patients have a right to the confidentiality of their patient care information whether this information is in written, electronic, or verbal format.

Faculty and students enrolled in the Peavy School of Nursing (PSON) program have access to patient information. Students are exposed to PHI during their clinical rotations in healthcare facilities. Medical records, case histories, medical reports, images, raw test results, and medical dictations from healthcare facilities are used for student learning activities. Students and responsible faculty may also be issued computer passwords to access PHI. Therefore, all patient identification must be removed from all submitted assignments and all healthcare information must be protected and treated confidentially.

Directions: Initial each row to accept responsibility for upholding the PSON Policy on Confidentiality of Personal Health Information.

<table>
<thead>
<tr>
<th>Initial</th>
<th>Policy</th>
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<tbody>
<tr>
<td>1.</td>
<td>It is the policy of the PSON to keep PHI confidential and secure.</td>
</tr>
<tr>
<td>2.</td>
<td>Any or all PHI, regardless of medium (paper, verbal, electronic, image or any other), is not to be disclosed or removed from the clinical agency.</td>
</tr>
<tr>
<td>3.</td>
<td>Whether at the school or at a clinical site, students are not to discuss PHI, in general or in detail, in public areas under any circumstances, including hallways, cafeterias, elevators, or any other area where unauthorized people or those who do not have a need-to-know may overhear.</td>
</tr>
<tr>
<td>4.</td>
<td>Unauthorized removal of any part of original medical records is prohibited. Students and faculty may not release or display copies of PHI. Case presentation material will be used in accordance with healthcare facility policies.</td>
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<tr>
<td>5.</td>
<td>Students and faculty shall not access data on patients for whom they have no responsibilities or “need-to-know” the content of PHI concerning those patients.</td>
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<td>6.</td>
<td>When computer IDs and passwords are assigned to individual students and faculty, students and faculty are responsible and accountable for all work done under the associated access.</td>
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<tr>
<td>7.</td>
<td>Computer ID or passwords may not be disclosed to anyone. Students and faculty are prohibited from attempting to learn or use another person’s computer ID or password.</td>
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<tr>
<td>8.</td>
<td>Students and faculty agree to follow the agency’s privacy policies.</td>
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<td>9.</td>
<td>Breach of patient confidentiality, by disregarding PHI policies, may be grounds for dismissal from the agency and/or from the PSON nursing program.</td>
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- I agree to abide by the above policies and other policies at the clinical site. I further agree to keep PHI confidential.
• I understand that failure to comply with these policies will result in disciplinary actions.
• I understand that Federal and State laws govern the confidentiality and security of HIPAA/PHI information and that unauthorized disclosure of PHI is a violation of laws and may result in civil and criminal penalties.
• I understand that this signed form will be placed in my PSON student’s file.

________________________________________________
Print Name

____________________________________________  ___________________________
Signature of Student       Date