# Centofanti School of Nursing Nursing Transitions

NURS: 4853 (CRN: 21506 & 24693)

Spring 2022; 1/10/22 – 5/7/22

Campus-Based, Monday 10-11:50 AM, DeBartolo 132 (4 cr.)

# Contact Information

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# Catalog Description

Analysis, synthesis, and evaluation of care delivered by the health care team with emphasis on development of leadership and research roles.

**Course is comprised of the following hours/week:**

Lecture/Theory: 2 hours per week = 30 hours

Clinical: 120 hours in a variety of acute care settings

Lab/Simulation: 0 hours

# Course Materials

## Required Textbooks & Resources

* Weiss, S.A. and Tappen, R.M. (2019). *Essentials of nursing leadership and management*. (7th edition), Philadelphia, PA: F.A. Davis.
* Ohio Board of Nursing. Laws & Rules: ORC Chapter 4723 Nurse Practice Act  
  <http://www.nursing.ohio.gov/>

# Course Objectives/BSN Student Learning Outcomes

1. Compare and contrast selected leadership and management theories and how they apply in the clinical setting. (SLO 6)
2. Utilize leadership, communication, team building, priority setting, and delegation when managing care for a group of patients. (SLO 6, 7)
3. Analyze the scope of practice and responsibilities of professional nurses. (SLO 1)
4. Demonstrate basic nursing competencies expected of entry-level staff nurses. (SLO 1)
5. Discuss the professional nurse’s responsibility for lifelong learning. (SLO 10)
6. Synthesize professional standards of conduct, legal, ethical, accountability, and responsibility into nursing practice. (SLO 6)

# Grading and Grading Scale

Students must have an average grade of at least 78% to pass this course (see below). The total grade will be weighted as follows:

| **Weighting of Course Requirements for Course Grade:** | **Points** |
| --- | --- |
| Cover Letter | 5% |
| Resume | 5% |
| Delegation & Prioritization Assignment | 5% |
| Kaplan Focused Review & Integrated Testing & Remediation | 5% |
| Exam 1 | 25% |
| Exam 2 | 25% |
| Exam 3 (Comprehensive Final) | 30% |
| TOTAL | 100% |

\*Failure of either course or clinical requires repetition of both theory *and* clinical sections.

\*Clinical grade is Satisfactory/Unsatisfactory

\*Last day to withdraw with a grade of “W” is **Wednesday, March 23, 2022**

Course grades will be based on the Nursing Department grading policy as follows:

A = 93 – 100

B = 86 – 92

C = 78 – 85

**D = 70 – 77**  **\*** Indicates course failure

**F = below 70 \*** Indicates course failure

# Teaching Strategies

Lecture; Class discussions; Case scenario simulation; Clinical Worksheets and Discussion Board Assignments; Preceptorship experiences; Kaplan Testing

# Assignments/Assessments

Class attendance and completion of assigned readings and assignments are highly encouraged for course success. Due dates are listed on the Course Schedule.

## Cover Letter:

Create a professional cover letter using the example provided in class as a guide. Refer to the online grading rubric in BlackBoard to ensure all required criteria is met prior to submission. Cover letter is to be submitted online via BlackBoard.

## Resume:

Create a professional Resume using the example provided in class as a guide. Refer to the online grading rubric in BlackBoard to ensure all required criteria is met prior to submission. Cover letter is to be submitted online via BlackBoard.

## Delegation & Prioritization Assignment:

After reading Chapter 6 and reviewing the Nurse Practice Act at <http://www.nursing.ohio.gov/> (under Laws & Rules), complete the online Delegation & Prioritization Worksheet in BlackBoard. Remember to consider the scope of practice for each member of the patient care team!

## Exams:

The content of lectures, worksheets, reading assignments, and clinical content will be included in the material considered for the quizzes, midterm, and final exams.

## Mandatory Kaplan Online Testing Program

*These Kaplan dates and requirements are tentative and may need adjusted in response to the continued COVID issue.*

* The Kaplan Nursing Online Testing student fee will provide student access to the **Mandatory** Kaplan nursing course online tests and remediation for the entire semester. The Department of Nursing requires ALL students enrolled in the Entry Level BSN Program to participate in the systematic assessment of program outcomes.
* All students will complete the 3 Mandatory assigned Focused Review Tests (**Management of Care A, B, & C**) AND remediate EVERY QUESTION for a minimum of 1 minute per question by **Friday, April 8, 2022 by 5pm** (week 12).
* All students are required to take the Transitions Kaplan Integrated examination (**Management/Prof Issues A-Alt**) AND remediate EVERY QUESTION for a minimum of 1 minute per question. The remediation must be done by **Friday, May 6th, 2022 by 12 pm** to avoid a grade of “I” incomplete.
* \*As there is no national benchmark available yet for this Kaplan Integrated Test, students are not eligible for the additional 2% course grade incentive. Instead, *satisfactory* completion of this exam and the 3 assigned focused review tests will count as one of your graded course assignments (see grading table). Satisfactory completion includes completing and remediating the 3 Focused Review tests and the Integrated exam by the due date with ***good effort*** as indicated by time spent and test performance.

## Clinical Grade

The final clinical course grade is S/U. To achieve a satisfactory clinical course grade, students must show success in three main clinical areas. The final clinical grade comprises of (1) attendance; (2) clinical performance; and (3) evaluation of written assignments.

Students are required to complete and submit the following 4 forms for ***each shift*** worked. Forms are to be submitted online to the Blackboard Clinical course page within ***3 days*** of completing a clinical shift. Late submission of clinical paperwork will receive a grade of Unsatisfactory. All clinical rubrics and documents are available in the Blackboard “clinical documents” folder.

1. Updated Log of Hours
2. Preceptor Evaluation of Student Performance
3. SBAR Worksheet
4. Clinical Goal Worksheet

Medication Sheets: In addition to the forms listed above, students are required to complete Medication Worksheets for the 20 most commonly used medications for their unit. These are due following the 3rd shift worked and are to be submitted online to the Blackboard Clinical course page.Bottom of Form

Regardless of a satisfactory grade for written work, any clinical behavior that jeopardizes a patient’s physical or psychological well-being will lead to immediate dismissal from the clinical setting, with potential failure of the course.

## Clinical Guidelines

1. Each student is required to complete **120 clinical hours with an assigned RN Preceptor** by the end of the 15th week of the semester, unless otherwise instructed (ie: Mercy deadline is 4/1/22).
2. Preceptor Qualification forms must be submitted and approved by the assigned clinical faculty member ***prior*** to the start of clinical hours.
3. A minimum of **60 clinical hours** is to be completed by the end of Spring Break Week (3/13/22).
4. Students must notify their assigned faculty of all scheduled shifts ***prior*** to the clinical experience. Notifications should be made per faculty instructions (email, text, or Sign Up Genius).
5. Shifts worked without the clinical faculty member’s prior knowledge ***will not count*** towards the 120-hour requirement.
6. Students are required to work the preceptor’s entire shift. Any deviation must be approved by the clinical faculty prior to the experience.
7. Students are not permitted to work double shifts (16 hours) for any reason.
8. There must be a period of 8 hours between preceptorship hours and other **clinical** courses.
9. In the event of report off, the student will contact the clinical faculty, unit, and preceptor.
10. Students will be permitted to schedule clinical hours on a holiday, weekends, and Spring Break. A maximum of 3 shifts is recommended during the week of Spring Break.
11. Students must follow the policies/procedures of the designated clinical agency, and all agency orientation requirements must be completed prior to the start of clinical hours.
12. The **RN** is ultimately responsible for the patient and the assigned **faculty member** is ultimately responsible for the student. Assigned faculty will be available at all times to the student via cell phone during scheduled clinical shifts.

## COVID -19 Policy for Clinicals

* Each student will be responsible to bring goggles or a face shield to all clinicals. ***If you need to wear prescription glasses, a face shield is preferred.***
* All students must wear a paper (surgical mask) with elastic loops or ties while at the clinical site and the entire time within the hospital. Cloth masks are only acceptable when walking in and out of the building and on campus. **No writing or slogans on any masks please.**
* Your uniform should be washed before every clinical. PLEASE DO NOT wear your white lab coat for patient care.
* You will be required to sign a COVID-19 Inherent Risk Agreement releasing Youngstown State University from and against all claims, liability, causes of action, costs and expenses of any nature whatsoever due to contracting the COVID-19 virus.
* Additional hospital specific guidelines will be adhered to by all faculty and students.
* At this time, COVID-19 vaccinations are not mandated but are strongly encouraged. This, however, is ALWAYS subject to change depending on facility policies and the impact of the virus.

# Course Policies

## Class and Clinical Attendance

Class attendance is highly recommended for successful completion of this course. Students are expected to attend class and participate in discussions. A total of 120 clinical hours in the senior preceptorship is mandatory for successful completion of this course.

## Class Participation and Conduct

Students are expected to read course material prior to class and actively participate in class discussions. Attention and respect for peers is expected. Cell phones and smart watches are to be silenced during lectures and are not allowed during exams. Use of Respondus Lock Down Browser will be mandatory for all online testing (see syllabus statement below).

## **Using LockDown Browser for Online Exams**

This course requires the use of LockDown Browser for in-class online exams. Find information on using this program by opening the “Resources for Students” folder in Blackboard and clicking on the “Taking a Test” subfolder. This folder includes a download link, Quick Start Guide, and a Practice Quiz. These materials should be viewed and Respondus set up prior to exam time.

# Student Support Services

YSU is committed to your success. As a student you have access to several resources that may be instrumental in helping you succeed in this course and others. Please do not hesitate to utilize any of these [free support services](https://ysu.edu/institute-teaching-and-learning/student-resources) to support your academic success, physical and mental health, and help you navigate your time as a YSU student. Frequently used resources include:

Penguin Service Center

The Penguin Service Center is a **single place to receive essential information**, find guidance, and resolve enrollment-related concerns in the areas of **financial aid, records and registration, and student billing**. Call the Penguin Service Center at 330-941-6000 or visit their website to [Ask a Question](https://ysu.edu/penguin-service-center).

## Office of the Dean of Students

The Office of the Dean of Students exists to serve you by acting as a centralized point of contact to discuss extenuating situations and concerns you may have, particularly those related to mental and physical health, hospitalization, food, and housing insecurities, challenging family situations, issues with faculty or staff, and any other barriers that may be impeding your success. [Contact a case manager](https://ysu.edu/student-affairs/case-management) to find the support you need. You can also visit the Food, Housing, and Financial Insecurity page for a [list of resources](https://ysu.edu/student-affairs/food-and-house-insecurity).

## Tutoring, Academic Coaching & Accessibility Services

**Who**: [Resch Academic Success Center](https://ysu.edu/academic-success-center)

**What**: Academic Coaching, Accessibility Services, and Tutoring in over 200 courses

**When**: By appointment both in-person and remotely.  Monday – Thursday 8:00am – 5:00pm and Friday 8:00am – 4:00pm

**Where**: Kilcawley Center West (near the Dunkin Donut entrance) 

## Writing Tutoring & Support

**Who:** [Writing Center](https://ysu.edu/writing-center)

**What:** Writing consultations for any discipline, Basic computer literacy

**When:** Monday-Thursday 9 am-5 pm, Friday 10 am-1 pm (Appts. or walk-ins), Sunday 4-7 pm (Online, synchronous appts.)

**Where:** Maag Library, Lower Level, Room 171

# University Policies:

[University policies](https://ysu.edu/institute-teaching-and-learning/university-policies) can be found online and provide you guidance on your rights as a student in this course. The links below take you directly to a specific policy. Should you have any questions please do not hesitate to contact me using the information at the top of the syllabus.

* [Statement of Non-Discrimination from the University](https://ysu.edu/institute-teaching-and-learning/university-policies#discrimination)
* [Academic Integrity/Honesty](https://ysu.edu/institute-teaching-and-learning/university-policies#integrity)
* [Student Accessibility](https://ysu.edu/institute-teaching-and-learning/university-policies#accessibility)
* [Incomplete Grade Policy](https://ysu.edu/institute-teaching-and-learning/university-policies#incomplete)
* [Classroom Safety and Health Protocols](https://ysu.edu/institute-teaching-and-learning/syllabus-university-policies)

# Course Policies:

## Academic Honesty:

Students and faculty share responsibility for the prevention of academic dishonesty. Cheating on exams or assignments, plagiarizing, or any other act of academic dishonesty should be reported. **Participation in such acts will result in a 0 for the class exam or quiz, an unsatisfactory for a clinical assignment, or a failure in the course.** These consequences may affect the student’s ability to progress in the nursing program. Refer to the *Student Academic Policies for the BSN program*, as well as the Academic Honesty statement in the *YSU Undergraduate Bulletin* or *Student Code*.

## Hospital ID Badges:

Students will receive an ID badge the first week of clinical. These are to be worn **at all times,** along with the YSU Student badge, while at the clinical site. Hospital badges will be turned in Week 15 to the instructor. Any badge that is lost or damaged will require a replacement fee of $20.00. An **“I” (Incomplete**) will be given for the course until badge is returned or fee is paid.

## Lab Fees:

Your course fee partially offsets expenses associated with courses. Examples include multi-media equipment, videotapes, lab supplies, models, maintenance and replacement of equipment in the nursing labs; photocopy materials (exclusive of syllabi), nursing library resources and student personnel.

## Class Cancellation

Notice that this class is being cancelled for any one day because of instructor illness, or other reasons will be sent to the student address <…@student.ysu.edu> as soon as possible. University-wide closure or class cancellation is a decision made through the President’s office and officially announced via the YSU homepage and on WYSU-FM radio.

# Tentative Course Schedule (Subject to Change)

|  |  |  |  |
| --- | --- | --- | --- |
| **Week/**  **Date** | **Content** | **Pre-Class Readings** | **Quizzes/Exams/Assignments** |
| **Wk 1**  Mon 1/10 | Syllabus Review &  Introduction to Preceptorship |  |  |
| **Wk 2**  Mon 1/17 | MLK Day – YSU Closed |  | Meet with preceptor and complete all facility onboarding requirements. |
| **Wk 3**  Mon 1/24 | Characteristics of a Profession  Resume Development &  Job Search | Chpt 1 |  |
| **Wk 4**  Mon 1/31 | Legal & Ethical Responsibilities | Chpt 2 & 3 | **Resume & Cover Letter due** |
| **Wk 5**  Mon 2/7 | Leadership, Time Management, Organization, & Decision Making | Chpt 4 & 5 |  |
| **Wk 6**  Mon 2/14 | Delegation & Prioritization of Care | Chpt 6 |  |
| **Wk 7**  Mon 2/21 | Tentative Job Fair Day |  | **Delegation Assignment due** |
| **Wk 8**  Mon 2/28 | Effective Communication  Conflict Resolution | Chpt 7  Chpt 8 | **Exam 1 (Chpt. 1-6)** |
| **SPRING BREAK 3/7/22 – 3/11/22** | | | |
| **Wk 9**  Mon 3/14 | Licensure & NCLEX-RN Applications | Handouts |  |
| **\*March 23rd: Last Day to Drop with grade of “W”** | | | |
| **Wk 10**  **Mon 3/21** | Leadership & Professional Empowerment | Chpt 9 &10 |  |
| **Wk 11**  Mon 3/28 | Quality and Safety  Safe Work Environments | Chpt 11&12 |  |
| **Wk 12**  **\*ONLINE**  Mon 4/4 | Healthy Work Environment  Cultural Diversity in Practice | Chpt 13 | Kaplan Review Course 4/4-4/6  Recorded online lecture  **Kaplan Focused Review Due 4/8** |
| **Wk 13**  Mon 4/11 | Launching Your Career &  Stress Management | Chpt 14 | **Exam 2 (Chpt. 7 – 12)** |
| **Wk 14**  Mon 4/18 | Career Advancement &  the Future of Nursing | Chpt 15 &16 |  |
| **Wk 15**  Mon 4/25 | Comprehensive Final Exam |  | **Exam 3 (comprehensive)** |
| **Finals Week**  **Tues 5/3** | **Kaplan Integrated Test: Tuesday 5/3 from 12-2pm (online)** | | |