

Midland College
Syllabus
RNSG 2221
Professional Nursing: Leadership and Management (2-0-0)

Course Description:

This course is an exploration of leadership and management principles applicable to the roles of the professional nurse. It includes application of knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.

Prerequisites: Completion of third semester generic courses or second semester transition courses or approval of program chair.

Text, References, and Supplies:

1. *Medical Surgical Nursing: Patient Centered Collaborative Care*, 8th Edition. Ignatavicius Donna & Workman, L.M. Publisher: Elsevier, 2015.
2. *Saunders Comprehensive Review for the NCLEX-RN Examination*, 6th Edition. Sylvestri, Linda A. Publisher: Elsevier, 2014.
3. *Nursing Delegation and Management of Patient Care*. K. Motacki & K. Burke. 1st Edition, Publisher MOSBY/Elsevier: St. Louis: MO.
4. ATI Nursing Leadership and Management, Edition 7.0 Leadership Review Module and fundamentals of Nursing, Edition 9.0 (also available online), and all other ATI Review Series.
5. *Prioritization, Delegation, and Assignment: Practice Exercises for the NCLEX Examination*, 3rd Edition. LaCharity, L .A., Kumagai, B. B., & Bartz, B. Publisher: Elsevier, 2014.
6. Personal laptop computer or borrow from MC with instructor permission/checkout

Student Learning Outcomes:

The following objectives are based on the Differential Essential Competencies (DEC) identified by the Texas Board of Nursing for professional nursing roles of Member of the Profession (MOP), Provider of patient-Centered Care (PCC), Patient Safety Advocate (PSA), and Member of the Health Care Team (MHCT). Upon successful completion of the course, the student will be able to:

1. Serve as an advocate to provide safe, compassionate patient-centered care for culturally diverse patients and their families. MHCT-B, D, E, G
2. Promote safety and quality of care to achieve positive patient outcomes. MOP-B; PPCC-F; PSA-B, C, F
3. Collaborate with member of the health care team to promote and maintain health of patients and their families. MHCT-A, D; PPCC-C, D, E, G

4. Utilize patient care technologies, information systems, and communication skills that support safe nursing practice MHCT-E; PPCC-F, H
5. Utilize nursing judgment based on best current evidence that integrate nursing science in the provision of safe, quality care. MCHT-G; MOP-C; PPCC-A, C, F
6. Adhere to standards of practice with legal, ethical, and regulatory framework of the professional nurse. MOP-A; PSA-A, D, E; PPCC-E
7. Demonstrate basic leadership and management skills, including delegation, supervision, and prioritization. MHCT-F, G; PSA-F

Course Outline:

1. Managing Client Care
 - 1.1 Leadership and management
 - 1.2 Critical thinking
 - 1.3 Assigning, delegating, and supervising
 - 1.4 Staff Education
 - 1.5 Quality improvement
 - 1.6 Performance appraisal, peer review, and disciplinary action
 - 1.7 conflict resolution
 - 1.8 Resource management
2. Coordinating Client Care
 - 2.1 Case management
 - 2.2 Collaboration interdisciplinary team
 - 2.3 Concepts of management
 - 2.4 Continuity of care
 - 2.5 Referrals
3. Professional Responsibilities
 - 3.1 Client rights
 - 3.2 Advocacy
 - 3.3 Informed consent
 - 3.4 Advance directives
 - 3.5 Confidentiality and information security
 - 3.6 Information technology
 - 3.7 Legal practice
 - 3.8 Disruptive behavior
 - 3.9 Ethical practice
4. Maintaining a Safe Environment
 - 4.1 QSEN competencies in nursing programs
 - 4.2 Handling infectious and hazardous materials
 - 4.3 Safe use of equipment
 - 4.4 Accident and injury prevention

4.5 Home Safety

4.6 Ergonomic principles

5. Facility Protocols

5.1 Reporting incidents

5.2 Disaster planning and emergency response

5.3 Security plans

6. Congratulations

6.1 New Graduates: The Immediate Future

Student Contributions, Responsibilities and Class Policies:

1. Students will be expected to comply with the policies outlines in the Midland College student handbook and the Midland College Associate Degree Nursing Program Student Policy Handbook.
2. This class will utilize online Canvas, ATI online learning system, and Elsevier-Saunders. Students are expected to know how to access Canvas, Elsevier, and ATI. If students have access issues with off-campus connections, they must be prepared to utilize the school (health science division) computer lab to log on and complete required assignments, especially those requiring testing.
3. Class time will be used primarily for lectures, application exercises such as case studies, concept maps, role-playing, non-proctored and proctored testing, and guest speakers.
4. Students are expected to determine what they need to study and to solicit assistance from the instructor as needed. Students may contact the instructor by cell phone, email or in person during campus hours M-F 0800-1700, scheduled office hours, and by appointment.
5. All assigned course work must be completed and turned in on or before and no later than the due date written on the course calendar. *No assignments will be accepted late.* No assignment is optional. All assignments must be completed according to the requirements delineated by the instructor in order to receive a grade in this course.
6. Assignments will be submitted electronically or manually and if submitted manually must *not* smell of smoke or perfume, and not have tears, creases, or stains. All assignments must have correct grammar, spelling, and correct use of APA (correct citation direct quotes or paraphrasing, grammar, spelling, reference page) as assigned by the instructor.
7. The utmost honesty and integrity is expected: (1) You are to work on your assignments and submit your work without any assistance from family, peers, or friends; and (2) you are not to share, copy, or take a picture of your assignment and share with your peers. If it is discovered and confirmed the above was violated you will receive a failing grade for the entire course. Refer to Midland College Associate Degree Nursing Program-Student Policy Handbook "Professional Conduct and Testing."
8. The student is responsible for any material covered through lecture, audio-visual media, class presentation, independent study, required readings and assignments, and guest speakers. This information will be included on the unit exams and the final exam. Unannounced quizzes may be given.

9. Exam questions may be in the format of multiple-choice, multiple answer, true-false, short answer, fill in the blank, calculations, rank and order, hot spot, audio, or matching type questions.
10. Exam questions are written in the NCLEX format will be included on the non-proctored practice exams and proctored unit exams, ATI Content Mastery leadership, and the final exam.
11. Proctored tests will utilize the computer or be taken in a hard copy format using a Scantron. The student is responsible for purchasing a Scantron prior to an exam and the Scantron can be purchased at the MC bookstore. In the event of a computer or Scantron grading error, the final grade may be subject to change.
12. Proctored exams will be taken at Midland College (MC) as designated, and Ft. Stockton as applicable. Non-proctored exams may be taken on-site at MC or off site. Testing sites are subject to change; refer to course calendar for due dates, location, and “Announcements” in Canvas.
13. The grades earned for this course will consist of unit exams and a final exam covering the material covered in lecture, practice and proctored ATI Content Mastery Leadership exam, career development portfolio, and working with healthcare facility in quality and safety initiative. Refer to the course calendar for assignments and practice and proctored exams due dates.

Unit and Final Exam:

- a. Absent for unit or final exam the student must notify the instructor by himself or herself by calling the instructor to discuss, leave a message, text, or email *prior* to the exam begins, to notify the instructor of their intended absence and to arrange for the make-up exam during the final three weeks of the course.
- b. A student that misses taking a scheduled unit or final exam and *notifies* the instructor *prior* to the exam is eligible for a make-up exam and must make arrangements with the instructor to *make up the exam during the final three weeks of the course.*

If the missed exam is *not* taken *during the final three weeks of the course*, the student will receive a “0” zero for that exam. The student may receive a different exam than the other students, i.e., different questions, different point values, different questions, formats, etc.

- c. If a student does *not* notify the instructor to discuss, leave a message, text, or email *prior* to the unit or final exam, the student will not be eligible to make-up the exam, and the student will receive a “0” zero for that exam and will *not* be eligible to make up the exam. Refer to Midland College Associate Degree Nursing Program-Student Policy Handbook “Testing.”

14. ATI Practice and Proctored Content Mastery Exams

Students will participate in ATI practice assessments A and B and the Content Mastery Leadership examination. ATI practice assessments are supervised by course faculty. Practice Assessment A is given approximately mid-term of the semester and Assessment B is given approximately 2 weeks later. *The student is not allowed to take the Content Mastery Exam unless requirements for the Practice Assessments have been met as scheduled by the instructor.* The Content Mastery Exams A and B will be

given approximately three weeks before the end of the semester. Instructors will provide instructions for Remediation (Active Learning) and use of templates in each course.

Absent for ATI Exam: If a student does *not* notify the instructor by contacting (432-488-9123), discuss, leave a message, text, or email (lbrannigan@dfn.com) prior to the ATI exam, the student will not sit the exam, and the student will receive a “0” zero for that exam and will not be able to make up the exam.

15. The ATI Leadership exam is a 70-item test contains rationales and offers an assessment of the student’s basic comprehension and mastery of leadership and management principles.

Assessed concepts include:

- a) Client and staff advocacy (advance directives, client rights, information technology, ethical practice, informed consent, rights/responsibilities);
- b) Provider of client care (resource management, safe use of equipment, handling infectious and hazardous materials, injury prevention, security plans, reporting incidents, priority setting);
- c) Supervisor of client care (assigning, delegating and supervising, conflict resolution, staff development and performance improvement, time management); and
- d) Collaborator/planner of client care (disaster and emergency management, collaboration with interdisciplinary team, continuity of care, case management and discharge planning).

Career Development Portfolio & Volunteer Project

16. A career portfolio will be developed by each student. All assignments must have correct grammar, spelling, punctuation, and correct use of APA as assigned by the instructor.

a. Grading rubric minus ½ point for each error:

- 5 points=A (100)
- 4.5 points=A (90)
- 4 points=B (80)
- 3.5=C (70)
- 3 points=D (60)
- 2.5 points=F (50)
- 2.0≤F (<49)

It is the responsibility of the students to know the policies and procedures associated with absences. These policies are set by instructors. Excused absences may include, but are not limited to illness, severe weather, and death in the family. <http://catalog.midk=land.edu/content.php?catoid=6&navoid=673>

Withdrawal Policy:

Students who have enrolled in a Texas public institution of higher education as a first-time freshman in fall 2007 or later are permitted to drop no more than six courses during the entire undergraduate career. This limit includes all transfer work taken at a Texas institution of higher education and to second baccalaureate degrees. This statute was enacted by the State of Texas in spring 2007 (Texas Education Code 51.907). Any course that a student drops after Census Day is counted toward the six-course limit if

“(1) the student was able to drop the course without receiving a grade or incurring an academic penalty; (2) the student’s transcript indicates or will indicate that the student was enrolled in the course; and (3) the student is not dropping the course in order to withdraw from the institution.”

<http://catalog.midland.edu/content.php?catoid=6&navoid=673>

Scholastic Dishonesty:

Midland College does not tolerate scholastic dishonesty or academic misconduct in any form. Please read the MC Student Handbook on this subject.

<http://catalog.midland.edu/content.php?catoid=6&navoid=673>

Evaluation of Students:

A course grade of ≥ 70 or better is necessary to pass RNSG 2221. ***There will be no rounding of final grades.*** A semester grade of **less than “C” will not be acceptable as passing** in any required nursing course or course leading to a degree.

A = 100-90

B = <90 and ≥ 80

C = <80 and ≥ 70

D = <70 and ≥ 60

F = 59 or below

❖ **Note: To qualify to take the final exam in RNSG 2221, the student must have a passing average ≥ 70 on the major exams as listed:**

- Unit I exam
- Unit II exam
- Unit III exam

❖ **Note:** If the **average** of the major exams is less than 70% at the time the final exam is given, the student will not be allowed to take the final exam and will receive a grade of “D” in the course. The Readmission policy applies to students seeking to repeat the course. Grades will be calculated as follows for the final course grade.

• Proctored Unit Exams Total:	60%
▪ Unit I exam	20%
▪ Unit II exam	20%
▪ Unit III exam	20%
• ATI Content Mastery Leadership	10%
• Final Exam Total:	25%
• Career Development Portfolio	5%
TOTAL	100%

Course Schedule:

This class meets for two lecture/lab hours per week. Some of the course work is done outside of the scheduled class. A schedule will be distributed in class and posted on CANVAS. **The schedule is subject to change at the instructor's discretion. Changes will be posted on CANVAS course announcements.**

Americans with Disabilities Act (ADA):

Any student who, because of a disabling condition, may require some special arrangements in order to meet course requirements should contact Shep Grinnan as soon as possible. Mr. Grinnan's office is located in the Scharbauer Student Center Building. These conditions may include documented physical or educational disabilities. Please be aware that services or accommodations are not automatic. Each student must request them and secure the proper authorizations/documentation.

Health Sciences Division Information:

Division Dean: Carmen Edwards, DNP, MNS, RN, 210 Davidson Family Health Sciences Building (DFHS), (432) 686-4822, cedwards@midland.edu
Program Chair: Carmen Edwards, DNP, MNS, RN, 210 Davidson Family Health Sciences Building (DFHS), (432) 686-4822, cedwards@midland.edu
Division Secretary: Kay Floyd, CAP-OM, 206 Davidson Family Health Sciences Building (DFHS), (432) 685-4600, kfloyd@midland.edu