

NRST 1510
Nurse Assistant – Fall 2021

SYLLABUS

Credit Hours: 4 credits

Required Textbook: Lippincott Essentials for Nursing Assistants – A Humanistic Approach to Caregiving Fifth Edition by Pamela J Carrter. Wolters Kluwer. ISBN#: 978-1-975142-57-5 or 1-975142-57-8

Goal: The goal of this course is to provide the student with the knowledge and skills necessary to perform safe client / resident care within the legal and ethical boundaries of the role of the certified nursing assistant.

Course Description: This course is designed to provide the student with the basic theory, principles, and skills necessary to provide basic client / resident care in the healthcare setting. The student will be introduced to medical terminology as well as the role of the nursing assistant in Long Term Care (LTC). The student will be made aware of how State and Federal laws as well as policies and procedures of the institution govern the practice of the nursing assistant. Special emphasis is placed on the role of the nursing assistant in meeting the physical, psychosocial, mental, spiritual, and cultural needs of the client / resident.

Learning Outcomes: After this class, the student will be able to:

1. Function in an entry level nursing assistant position.
2. State, in writing, the principles of basic nursing practice as presented in class.
3. Perform selected procedures according to identified criteria as presented in class.
4. Administer direct client / resident care in a safe and prudent manner.
5. Utilize beginning communication skills to interact with clients /residents /families, and members of the healthcare team
6. Identify, spell, and use correct medical terminology and medical abbreviations specified in the course.
7. Demonstrate beginning observation and documenting skills to report and record assessment of the client / resident's health, physical status, and well-being.
8. Demonstrate knowledge of the client / resident's rights under the law and the ways in which these rights may be violated.
9. Identify legal issues associated with the role of the nursing assistant as derived from the Nursing Practice Act, Omnibus Bill, and institutional policies and procedures.
10. Apply guidelines from the code of ethics in observation of actions in health-related situations.

Instructor: Joneen Costigan, MSN, RN
Office: Yellowstone Building #156
Office hours: by appointment
Cell phone: (307) 254-8021
E-mail address: Joneen.costigan@nwc.edu

Prerequisite: Must be 16 years or older

METHODS OF INSTRUCTION:

- Lecture
- Discussion
- Group Work
- Demonstrations
- Return Demonstrations
- Chapter Review Questions
- Clinical Experiences
- Face-to-Face Lab
- Online Textbook Resources
- Links to Websites
- Audio-Visual Presentations

EVALUATION OF ACHIEVEMENT OF LEARNING OUTCOMES:

An overall grade of 74% or better must be obtained on quizzes, homework and the final exam to pass the course. After satisfactorily completing this course, the student will be eligible to take the nursing assistant certification exam and will receive instructions on the application process. In addition, if you are not passing this course with a 74% or higher by the time you attend clinical, you will not be allowed to attend clinical.

You must have a 74% average or above in your coursework **and** an “S” (satisfactory) skill evaluation in lab **and** an “S” (satisfactory) clinical grade to successfully complete this course.

The "S" (satisfactory) is derived from the lab/clinical feedback tools, facility staff input/feedback, and observation/feedback from your instructor. The % grade is derived from the scale as noted in this syllabus.

METHODS OF EVALUATION:

- | | |
|-----------------------------------|-----|
| • Textbook Assignments | 40% |
| • Class Participation | 10% |
| • Non-Proctored Final Examination | 15% |
| • Clinical | 25% |
| • Lab | 10% |

GRADING SCALE:

A	= 95-100%	4.0 points
A-	= 90-94%	3.7 points
B+	= 87-89%	3.3 points
B	= 84-86%	3.0 points
B-	= 80-83%	2.7 points
C+	= 77-79%	2.3 points
C	= 74-76%	2.0 points
C-	= 70-73%	1.7 points
D+	= 67-69%	1.3 points
D	= 64-66%	1.0 points

D-	= 60-63%	0.7 points
F	= below 60%	0.0 points
S	= Satisfactory	0.0 points
U	= Unsatisfactory	0.0 points
W	= Withdrawn	0.0 points

LATE ASSIGNMENTS:

Late assignments or Missed Assignments will **not** be accepted unless prior arrangements have been made.

EXAMINATIONS / QUIZ POLICY:

Unless otherwise noted in the Moodle course room, quizzes are online and can be taken between Wednesday at midnight and Tuesday at 11:55 p.m. Students will have one attempt at each quiz. Unless prior arrangements are made with instructor, a missed quiz will result in a grade of 0 (zero). Quizzes are to be done as an individual. Any deviation from this is a violation of the Academic Honesty policy of NWC and will be handled according to the policy.

HOMEWORK:

I will assign homework each week based on that week's learning material. Homework is due by the end of the week, Tuesday at 11:55 p.m. To get full credit, homework needs to be mostly free of spelling and grammar errors. Students need to put their name on each document turned in. There will be more specific instructions for each assignment with each week's assignment description. All homework must be submitted electronically and attached as a document in each homework area, unless otherwise instructed.

Late assignments are counterproductive to your learning and will not be accepted. Due dates are consistent and posted at the beginning of each module throughout the duration of the course. This course follows the Nursing Department policy of accepting only 1 (one) late assignment up to 24 hours after the due day and time with a deduction of 50% from the grade achieved. Any late assignments thereafter will not be accepted and a 0 (zero) will be the grade in the grade book.

LAB REQUIREMENTS:

As part of this lab/"lecture" course, nursing skill demonstrations will be provided and the students will have an opportunity to practice these skills in a lab setting. Skill performance evaluations will be conducted on each student to determine skill proficiency and are graded as Satisfactory/Unsatisfactory. All Skills must be performed satisfactorily before the student will be allowed to progress in the course and perform this skill in clinical.

LAB SUPPLIES NEEDED:

Casual attire is acceptable within the laboratory setting. (Please dress appropriately; closed toe shoes is a must). You will also need a watch with a second hand. A kit containing other necessary supplies is provided at your first lab and is covered by your course fees.

LAB SCHEDULE / ATTENDANCE:

During this course, you must complete 16 hours of laboratory time on designated days. Due to fast-paced nature of this course, it is very difficult to arrange make-up lab time. Thus, student attendance is a mandatory for this course. This course requires active participation online and in lab. Therefore, students are expected to attend each assigned lab and will be excused only under

the most emergent circumstances. Students with an unavoidable absence must email or leave a voice mail for the course instructor as soon as possible regarding their absence. Because of the accelerated nature of this course, it is not guaranteed that clinical make-up days or lab skill days may be rescheduled. During this semester, lab will be held on the following dates:

- Sept 3, 2021 1p – 8p
- Sept. 17, 2021 1p – 8p
- Oct 1, 2021 1p – 3p
- CPR Oct 1, 2021 4p – 8p

CLINICAL REQUIREMENTS (DUE PRIOR TO CLINICAL EXPERIENCE):

The following requirements must be completed BEFORE the first day of clinical. If requirements are not met, the student will not be permitted to participate in clinical and will receive an unsatisfactory (F) in this course. **NEGATIVE TB TEST, IMMUNIAZATIONS- AND - CURRENT HEALTHCARE PROVIDER AMERICAN HEART ASSOCIATION CPR CERTIFICATION -AND- 1 PAIR OF SCRUBS -AND- ATHLETIC SHOES**

NEGATIVE TB - a recent test result must be given to instructor prior to the clinical experience. TB testing is offered by Public Health Nursing Department for an extra fee usually \$35.00. Please note that it may take a couple weeks to complete testing, so don't procrastinate! You need to make an appointment with Public Health for this.

CPR certification – a current Healthcare Provider CPR (American Heart Association) card is required and a copy must be given to the instructor before being allowed to work in the clinical setting. CPR training will be offered by Joneen Costigan during the course for a fee of \$45.00 in the Nursing building. Payment is due prior to the class starting. This is scheduled for Friday, Feb. 5th at 5pm. Plan to be there for 3-4 hours. You can sign up for CPR by sending an email to Joneen.costigan@nwc.edu.

If clinical occurs during flu season, the flu vaccine is recommended. IF you choose NOT to receive the vaccine, your clinical site may require you to wear a mask during clinical rotation. Ask your instructor for clinical site policy.

Due to the outbreak of COVID you may be required to get a COVID test prior to going to the care center. You will be required to wear a mask and possibly eye coverings. I will let you know as soon as I find out what we need to do.

CLINICAL DRESS CODE - Clean, unwrinkled scrubs and athletic shoes are required for the clinical practice. Please positively present yourselves within the clinical practice as evidenced by 1) clean hair pulled away from the face, 2) clean, short, unpolished fingernails, no artificial nails 3) clean shaven face for males, 4) one single piercing with a single post in the earlobe of each

ear and one low profile ring on one hand 5) tattoos covered and 6) lack of body odor.

CLINICAL SCHEDULE:

Clinical experiences include 30 hours and will be conducted at Powell Valley Healthcare Long Term Care Center.

Remember: Attendance in laboratory and clinical is mandatory. Failure to attend either will result in an unsatisfactory grade thus requiring the student to retake the course. In addition, you must be on time; if you are late you may not be allowed to participate and may be asked to leave.

Cell Phones:

Cell phones are **not allowed** in the lab or clinical areas. Students should supply their family or those who may need to contact them during an emergency with the telephone number of the facility. Students should not use their cell phones during lab time. If a student wishes to use their cell phone during a break, he/she must do so in a designated area.

Disability Support Services:

Northwest College is dedicated to removing barriers and opening access for students with disabilities in compliance with ADA and Section 504 of the Rehabilitation Act. It is the student's responsibility to make an appointment with the Disability Support Services (DSS) Coordinator to provide documentation of a disability (whether it is psychiatric, learning, mobility, health related, or sensory) and to inquire about accommodations for courses each semester. To contact the DSS Coordinator, call 754-6135 or stop by the Student Success Center located in the lower level of Colter Hall.

Academic Code of Conduct:

Northwest College is committed to creating and maintaining an environment of academic honesty. It is the faculty's responsibility to affirm the importance of academic integrity and to try to educate students as to standards of academic behavior. Northwest College expects each faculty member to

- foster a respect for learning,
- treat students with individual attention and consideration,
- provide an environment of trust in the classroom,
- clarify expectations for students,
- develop fair and relevant forms of assessment,
- reduce opportunities to engage in academic dishonesty,
- challenge academic dishonesty when it occurs, and
- help define and support campus-wide academic integrity standards.

Students, too, bear the responsibility for academic integrity. Northwest College expects each student to

- learn and comply with academic expectations,
- display appropriate conduct in classroom situations,
- accept Northwest College’s “Student Academic Rights” and “Student Academic Responsibilities,” and
- preserve academic integrity by upholding the spirit and letter of the Academic Code of Conduct.

Violations of academic integrity include but are not limited to the following:

- Plagiarism—the act of appropriating or sharing (without acknowledgment) the ideas, language, symbols, or written work of another and passing them off as the product of one’s own mind. In all academic areas, it is imperative that work is original or that students give explicit acknowledgments for other persons’ ideas or language.
- Cheating—the act of using or attempting to use, in examinations or other academic work, material, information, computer programs or study aids which the instructor does not permit. Cheating includes but is not limited to using books, notes, or calculators or copying from or conversing with others during an examination (unless the instructor permits such external aids); the acquisition, without permission, of tests or other academic material belonging to a member of the college faculty or staff; the use of personal relationships to gain grades or favors; or otherwise attempting to obtain grades or credit through fraudulent means.
- Trafficking—the act of using, giving, buying, or selling exams, papers, or other class materials for which the student bears responsibility for originality. This may include having someone else do research, write papers, create computer programs, or take examinations; doing research, writing papers, creating computer programs, passing examination answers to, or taking examinations for someone else; or submitting large portions of the same work as part of the academic work for more than one course (unless permitted by the instructors).
- Copyright infringement—the act of using copyrighted images, videos, words, songs, designs, layouts, illustrations, diagrams, charts, or graphs in violation of Fair Use guidelines or without the explicit permission of the owner.
- Interfering with the learning of other students—an important part of the learning process is the discussion of multiple perspectives and differing points of view. Mutual respect is an essential part of effective discussions and productive classroom interactions. Students who disrupt the ability of other students to learn may be asked by the teacher to leave the classroom. In more serious cases, a student may be asked not to return to class. So, while disagreements and dissent are a welcomed part of classroom interactions, differences of opinion and values need to be expressed in ways that make it comfortable for others to express their ideas as well.

OFFENSIVE MATERIALS:

Nursing requires contact with the human body and body secretions. As a result, NRST 1510 will contain information about these topics. The course may also contain explicit information on topics and issues such as nudity, sexuality, and elimination of body wastes (this is not an inclusive list)

PROFESSIONAL, ATTITUDE, CONDUCT, AND, BEHAVIOR:

Professional conduct/behavior is expected during lab, clinical and classroom!

- Unprofessional attitude, conduct and/or behavior in all components of a Nursing class is defined as the inability to work productively, constructively and cooperatively with others. Continual antagonism of instructors or classmates, and/or repeatedly causing dissension among others.
- Face booking and other social media will not take place during classroom, laboratory, and clinical experiences. This includes during assignment and testing times as well as other times determined by the discretion of faculty and the Director. Consequences for such violations are at the discretion of the faculty and Director.
- Nursing faculty will use their professional experience and expertise to determine when a student is demonstrating an unacceptable attitude, conduct or behavior.
- Unprofessional attitude, conduct or behavior is grounds for dismissal from the Nursing Assistant class.
- Profanity is considered unprofessional conduct.
- Students will be required to adhere to national and state standards of practice and to practice within legal and ethical frameworks. Students will also be held accountable to adhere to the Wyoming State Board of Nursing (WSBN) Rules and Regulations for Certified Nursing Assistants at <http://nursing.state.us> and the ANA Code of Ethics for Nurses: http://nursingworld.org/ethics/code/protected_nwcoe629.htm

Syllabus Amendments: The instructor reserves the right to amend the syllabus during the course if the instructor perceives such amendments would be conducive to student learning. The instructor will notify the student in writing of any changes.

**COURSE REQUIREMENTS & COMPUTATION OF GRADE
NRST 1510**

I have received the course syllabus for NRST 1510 Nurse Assistant. The syllabus has been reviewed by me. I understand the expectations for this course. If changes are made, my instructor will notify me in writing.

Student's signature _____

Date _____

NORTHWEST COLLEGE CERTIFICATION AND NATCEP CERTIFICATION:

A student who takes NRST 1510: Nursing Assistant has the opportunity to earn two (2) separate and distinct certificates. The Northwest College Nursing Assistant Skills Certificate is optional. Those preparing to become a Certified Nursing Assistant for the state of Wyoming must earn the Certificate of Completion Nurse Aide Training Competency and Evaluation Program (NATCEP).

- Northwest College Nursing Assistant Skills Certificate: (optional)
Students who successfully complete NRST 1510: Nursing Assistant AND NRST 1200 Medical Terminology are eligible for a Northwest College Skills Certificate. Descriptions of these certificates can be found in the NWC catalog. To qualify for the NWC Nursing Assistant Skills Certificate, both of these courses must be taken for credit at Northwest College and passed with a “C” (74%) or higher. Students requesting this official NWC certificate must fill out the *Requested Recognition for Certificate Completion Form* and turn it into the NWC Registrar. This form can be obtained from the Registrar’s office.
- Certificate of Completion Nurse Aide Training Competency and Evaluation Program (NATCEP): (required for CNA certification)
To become a Certified Nursing Assistant (CNA), students must successfully complete the NRST 1510: Nursing Assistant course with a “C” (74%) or higher grade. This qualifies the student to apply for and take the American Red Cross national Certified nursing Assistant Examination. Successful completion of this written and skills examination qualifies the candidate for the required certificate needed to apply for official state certification through the Wyoming State Board of Nursing. The process for becoming a Certified Nursing Assistant and the application process for certification will be covered during the course.

CNA LAB/Clinical Feedback Tool

KEY

S = Satisfactory

U = Unsatisfactory

NV = Not Validated

Instructor: _____

Student Name: _____

Date: _____

Site: _____

EXPECTED BEHAVIORS/OUTCOMES	S	U	NV	COMMENTS
A. The student is able to perform basic nursing skills:				
1. Providing personal care skills				
2. Provide basic assistance with restorative skills				
3. Promoting mental and psychosocial health				
4. Implementing safe, appropriate care				
4.1 Gait belt use				
4.2 Hand washing				
4.3 Assistive devices				
5. Following Plan of Care for assigned client				
6. Reporting findings to Nurse				
B. The student is able to communicate by:				
1. Demonstrating communication skills by:				
1.1 Providing clear, comprehensive, organized, and articulate report				

1.2 Communicating appropriately and effectively with staff, clients, and families				
1.3 Recognizing boundaries				
2. Demonstrating appropriate writing skills by:				
2.1 Charting CNA nursing care				
2.2 Charting Input & Output				
2.3 Charting vital signs				
C. The student is able to perform professionally by:				
1. Setting priorities				
2. Organizing work				
3. Managing time				
4. Accepting responsibility				
5. Functioning under stress				
6. Showing initiative				
7. Being punctual				
8. Demonstrating cooperation				
9. Dress code				
D. Please select the <u>number on each continuum</u> that best portrays the student's behavior and/or feelings as you perceive them.				
Assertive	3	2	1	Non-assertive
Conscientious	3	2	1	Irresponsible
Nonjudgmental	3	2	1	Judgmental
Empathetic	3	2	1	Non-caring
Enthusiastic	3	2	1	Disinterested

COMMENTS:

Faculty Signature _____

Student Signature _____

EVALUATION OF CLINICAL AGENCY BY CNA STUDENTS

Northwest College Nursing Program

COURSE: _____

AGENCY: _____

UNIT: _____

SEMESTER: _____

FACULTY MEMBER: _____

The criteria listed below are those that have been developed by the faculty to select clinical agencies for student experiences. Please use the following scale to evaluate the clinical agency as you have experienced it:

- 4 = STRONGLY AGREE
3 = AGREE
2 = DISAGREE
1 = STRONGLY DISAGREE
0 = NOT APPLICABLE

The environment in the agency was one that conveyed they valued teaching and learning, and they welcomed students. 4 3 2 1 0

The number and variety of patients available helped students meet course and personal objectives 4 3 2 1 0

The opportunities to perform clinical client care relevant to the objectives for this course were good 4 3 2 1 0

There were good opportunities to collaborate with nurses and other health team members 4 3 2 1 0

There were good opportunities for students to develop their clinical decision making skills 4 3 2 1 0

There were good opportunities for students to develop communication, observation & documentation skills 4 3 2 1 0

The nurses and nurse assistants in the agency were positive professional role models 4 3 2 1 0

The cost of going to this agency was not prohibitive. 4 3 2 1 0

The agency was geographically accessible. 4 3 2 1 0

We felt safe in and around the agency 4 3 2 1 0

Please use the bottom and /or other side of this form to explain any DISAGREE or STRONGLY DISAGREE ratings (i.e., #2 or #1 ratings) and add any additional comments you think would be helpful/important for Nursing Program faculty to know. Thank you for your thoughtful response to this evaluation.

NRST 1510

Course Outline

Week	Topic	Assignment	Quiz / Exams	Lab / Clinical
1	<ul style="list-style-type: none"> • Chapter 1: The Healthcare System • Chapter 2: The Nursing Assistants Job • Chapter 3 Professionalism and Job seeking skills • Chapter 4: Communication skills • Chapter 5: Those we care for • 	<ol style="list-style-type: none"> 1. Discussion: as assigned by instructor 2. See Moodle 	Refer to Moodle	<p>Sept 1st – 7th</p> <p>Sept. 3rd 1p – 8p Yellowstone Building CNA lab room 145</p>
2	<ul style="list-style-type: none"> • Chapter 6: The Patient or Residents Environment • Chapter 7: Basic body Structure and Function • • Chapter 8: Common Disorders • Chapter 9: Rehabilitation and Restorative Care • Chapter 10: Overview of Long Term Care 	<ol style="list-style-type: none"> 3. Discussion: as assigned by instructor 4. See Moodle 	Refer to Moodle	<p>Sept 8th – 14th</p>
3	<ul style="list-style-type: none"> • Chapter 11: The Long Term Care Resident • Chapter 12: Caring for people with dementia • Chapter 13: Safety 	<ol style="list-style-type: none"> 5. Discussion: as assigned by instructor 6. See Moodle 	Refer to Moodle	<p>Sept 15th – 21st Sept 17th 1p –8p Yellowstone Building CNA lab room 145</p>

	<ul style="list-style-type: none"> • Chapter 14: Workplace Safety • • Chapter 15: Patient and resident safety 			
4	<ul style="list-style-type: none"> • Chapter 16: Basic First Aid and Emergency Care • Chapter 17: Assisting with repositioning and transferring • Chapter 18: Assisting with exercise • Chapter 19: Bedmaking • Chapter 20: Measuring and Recording Vital signs, Height, and weight • 	<p>7. Discussion: as assigned by instructor</p> <p>8. See Moodle</p>	Refer to Moodle	Sept 22, -28th
5	<p>2. Chapter 21: Assisting with Hygiene</p> <p>3. Chapter 22: Preventing Pressure ulcers and assisting with wound care.</p> <p>4. Chapter 23: Assisting with Grooming</p> <p>5. Chapter 24: Assisting with Nutrition</p> <p>6. Chapter 25: Assisting with Urinary Elimination</p>	<p>9. Discussion: as assigned by instructor</p> <p>10. See Moodle</p>	Refer to Moodle	Sept 29th – Oct 5th Lab and CPR 1p – 8p Oct 1st

6	<ul style="list-style-type: none"> • Chapter 26: Assisting with bowel elimination • -Chapter 27: Assisting with comfort • 28: Caring for people who are dying • Chapter 29: Caring for people with Developmental Disabilities • Chapter 30: Caring for people with cancer 	<p>11. Discussion: as assigned by instructor</p> <p>12. See Moodle</p>	Refer to Moodle	Oct 6 th – 12 th Clinicals Oct 9, 20 th 0630 - 1630
7.	<ul style="list-style-type: none"> • Chapter 31: Caring for People with HIV / AIDS • Chapter 32: Caring for people who are having surgery • Chapter 33: Caring for people in the home environment. • 	<ul style="list-style-type: none"> • Discussion: as assigned by instructor • See Moodle 	Refer to Moodle	Oct 13 – 21 st Clinical Oct 15 th 0630 - 1630
FINAL TEST	<p>Comprehensive Final Exam All chapters will be covered</p>	Due by Oct 21, 2021 at 2355 / 11:55pm		

Course Objectives:

1. Function in an entry level nursing assistant position.
2. State, in writing, the principles of basic nursing practice as presented in class.
3. Perform selected procedures according to identified criteria as presented in class.
4. Administer direct client / resident care in a safe and prudent manner.
5. Utilize beginning communication skills to interact with clients /residents /families, and members of the healthcare team
6. Identify, spell, and use correct medical terminology and medical abbreviations specified in the course.
7. Demonstrate beginning observation and documenting skills to report and record assessment of the client or

resident's health, physical status, and well-being.

8. Demonstrate knowledge of the client / resident's rights under the law and the ways in which these rights may be violated.

9. Identify legal issues associated with the role of the nursing assistant as derived from the Nursing Practice Act, Omnibus Bill, and institutional policies and procedures.

10. Apply guidelines from the code of ethics in observation of actions in health-related situations.

Course Outcomes:

1. Communication

2. Collaboration

3. Teaching and Learning

4. Response to Human Needs

5. Critical thinking

6. Caring

7. Safety

8. Professional Behaviors