



VOCATIONAL NURSING PROGRAM

VNSG 1260

**CLINICAL-LICENSED PRACTICAL/VOCATIONAL NURSE
(LVN) TRAINING I**

SYLLABUS

SPRING 2022

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Faculty LVN Clinical Instructor



**VOCATIONAL NURSING PROGRAM
VNSG 1260
CLINICAL- LICENSED PRACTICAL/VOCATIONAL NURSE
(LVN) TRAINING I**

Course Information

1. Course Name: Clinical-Licensed Practical Vocational Nurse (LVN) Training I
2. Course Number: VNSG 1260 Clinical-Practical/Vocational Nurse Training I. CIP 51.3901 (0 lecture/8 lab/2 credit)
3. Classroom: TBA/Simulation/Acute Care Clinical Setting
4. Class Day(s) & Time: See Daily Schedule

Faculty

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Office hours: Posted and by appointment. Please use email for faster response

Course Description and Core Content

VNSG 1260, clinical-licensed practical/vocational nursing (LVN) training I, is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

VNSG 1260 is an introductory course in basic patient care including assessment, medication administration & documentation. Majority of VNSG 1260 will be skills practice and evaluation, simulated patients and scenarios.

PROGRAM OUTCOMES

Course specific competencies and learning outcomes flow from Program Outcomes. Program outcomes are the Differentiated Essential Competencies (DECs), defined and published by the Texas Board of Nursing. (DEC) are defined in four categories; 1) Member of the Profession, 2) Provider of Patient-Centered Care, 3) Patient Safety Advocate, and 4) Member of the Health Care Team. Integral to program and course outcomes are the QSEN Competencies. The QSEN competencies are integrated with DEC competencies throughout the nursing curriculum; progressing from simple to complex.

Minimum safe entry-level nursing practice is assessed by the NCLEX-PN licensure exam. The National Council of State Boards of Nursing (NCSBN <https://www.ncsbn.org>) maintains and revises the NCLEX-PN licensure exam. The NCLEX-PN is revised every three years. Exam revisions are based on comprehensive research of new graduate nurse activities. The NCLEX-PN test blueprint contains weighted assessment categories based on graduate nurse activities. Nurse activities describe expectations, duties, and responsibilities.

https://www.bon.texas.gov/pdfs/publication_pdfs/Differentiated%20Essential%20Competencies%202021.pdf

A licensed nurse (LVN) who exhibits behaviors that reflect commitment to the growth and development of the role and function of nursing consistent with state and national regulations and with ethical and professional standards; aspires to improve the discipline of nursing and its contribution to society; and values self-assessment and the need for lifelong learning.

A. Function within the nurse's legal scope of practice and in accordance with the policies and procedures of the employing health care institution or practice setting.
B. Assume responsibility and accountability for the quality of nursing care provided to patients and their families.
C. Contribute to activities that promote the development and practice of vocational nursing.
D. Demonstrate responsibility for continued competence in nursing practice, and develop insight through reflection, self-analysis, self-care, and lifelong learning.

II. (DEC) Provider of Patient-Centered Care: (QSEN) Patient Centered Care and Evidence Based Practice

A licensed nurse (LVN) who, based on educational preparation and scope of practice, accepts responsibility for the quality of nursing care and provides safe, compassionate nursing care using a systematic process of assessment, analysis, planning, intervention, and evaluation that focuses on the needs and preferences of patients and their families. The nurse incorporates professional values and ethical principles into nursing practice.

A. Use clinical reasoning and knowledge based on the vocational nursing program of study and established evidence-based practice as the basis for decision-making in nursing practice.
B. Assist in determining the physical and mental health status, needs, and preferences of culturally, ethnically, and socially diverse patients and their families based on interpretation of health-related data derived from the vocational nursing program of study.
C. Report data to assist in the identification of problems and formulation of goals/ outcomes and patient-centered plans of care in collaboration with patients, their families, and the interdisciplinary health care team.
D. Provide safe, compassionate, basic nursing care to assigned patients with predictable health care needs through a supervised, directed scope of practice.

E. Implement aspects of the plan of care within legal, ethical, and regulatory parameters and in consideration of patient factors.
F. Identify and report alterations in patient responses to therapeutic interventions in comparison to expected outcomes.
G. Implement teaching plans for patients and their families with common health problems and well-defined health learning needs.
H. Assist in the coordination of human, information, and materiel resources in providing care for assigned patients and their families.

III. (DEC) Patient Safety Advocate:
(QSEN) Patient Safety and Quality Improvement

A licensed nurse (LVN) who promotes safety in the patient and family environment by: following scope and standards of nursing practice; practicing within the parameters of individual knowledge, skills, and abilities; identifying and reporting actual and potential unsafe practices; and implementing measures to prevent harm.

A. Demonstrate knowledge of the Texas Nursing Practice Act and the Texas Board of Nursing Rules that emphasize safety, as well as all federal, state, and local government and accreditation organization safety requirements and standards.
B. Implement measures to promote quality and as safe environment for patients, self, and others.
C. Assist in the information of goals and outcomes to reduce patient risks.
D. Obtain instruction, supervision, or training as needed when implementing nursing procedures or practices.
E. Comply with mandatory reporting requirements of the Texas Nursing Practice Act.
<i>*F. Accept and make assignments that take into consideration patient safety and organizational policy.</i>

IV. (DEC) Member of the Health Care Team:
(QSEN) Teamwork and Collaboration

A licensed nurse (LVN) who provides patient-centered care by collaborating, coordinating, and /or facilitating comprehensive care with an interdisciplinary/multidisciplinary health care team to determine and implement best practices for the patients and their families.

A. Communicate and collaborate with patients, their families, and the interdisciplinary health care team to assist in the planning, delivery, and coordination of patient-centered care to assigned patients.
B. Participate as an advocate in activities that focus on improving the health care of patients and their families.
C. Participate in the identification of patient needs for referral to resources that facilitate continuity of care, and ensure confidentiality.
D. Communicate patient data using technology to support decision-making to improve patient care.
E. Assign Nursing care to Unlicensed personnel based upon an analysis of patient or unit need.
F. Supervise nursing care provided by others for whom the nurse is responsible.
G. Assist health care teams during local or global health emergencies or pandemics to promote health and safety, and prevent diseases.

Learning Strategies

Learning strategies used in the course may include lecture, unfolding case studies, demonstrations, simulation, large and small group work and discussion, guest presentations, web-based activities, exams, quizzes, models, and computer software programs to enhance student learning.

COURSE REQUIREMENTS, EVALUATION METHODS, AND GRADING CRITERIA

COURSE REQUIREMENTS

Academic Honesty Policy

Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism, and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide for more information. This is available online at <http://www.brazosport.edu>.

Academic dishonesty violates both the policies of this course and the Student Code of Conduct. In this class, any occurrence of academic dishonesty will be referred to the Dean of Student Services for prompt adjudication, and may result in failure in this course and program dismissal. Sanctions may be imposed beyond your grade in this course by the Dean of Student Services.

Attendance and Withdrawal Policies

Students are expected to attend all scheduled classes, required events, and clinical experiences. Participation is integral to learning. Students must use discretion in missing class. Students are required to notify instructor regarding clinical absence **ahead** of time. **There is no leave of absence in nursing or any health professions program. Students must be conservative in use of absences/tardiness.**

Students will be counseled and if warranted will be placed on probation with consequences listed for the next occurrence. In extraordinary circumstances, the program director may consider extenuating circumstances and allow a student meeting all other programs and course requirements to continue. The Program Director initiates withdrawal of any absent student who ceases to attend classes without withdrawing from courses. The student may receive a failing grade for all courses they are enrolled in. Course withdrawal policies follow those put forth by the college and those found in the Vocational Student Handbook.

CRITERIA FOR UNSAFE CLINICAL PERFORMANCE

Unsafe clinical behavior is demonstrated when one or more of the following are violated: (The following is not an inclusive list of all possible acts but are examples)

Safety Violation	Examples (not an inclusive list)
A. Violates or threatens the physical safety of patient	<ul style="list-style-type: none"> ___ 1. Fails to properly position patient ___ 2. Failure to carry out medical/nursing orders ___ 3. Does not appropriately utilize side rails/restraints ___ 4. Comes unprepared for clinical ___ 5. Does not wash hands appropriately when caring for patients ___ 6. Injures a patient ___ 7. Functions under the influence of substance affecting performance ___ 8. Fails to report significant patient information in a timely manner to instructor and staff ___ 9. Fails to identify the patient using two identifiers

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B. Violates or threatens the psychosocial safety of patient	<input type="checkbox"/> 1. Repeatedly uses non-therapeutic communication techniques <input type="checkbox"/> 2. Attacks/degrades the individual's beliefs or values <input type="checkbox"/> 3. Calls individual by inappropriate names <input type="checkbox"/> 4. Identifies patient by initials or name on written work <input type="checkbox"/> 5. Breaches confidentiality
C. Violates or threatens the microbiological safety of patient	<input type="checkbox"/> 1. Fails to recognize and correct violations of aseptic technique <input type="checkbox"/> 2. Does not wash hands appropriately when caring for patients <input type="checkbox"/> 3. Fails to follow standard precautions <input type="checkbox"/> 4. Fails to follow transmission based precautions
D. Violates or threatens the chemical safety of patient	<input type="checkbox"/> 1. Violates the "6 Rights" in administering medications <input type="checkbox"/> 2. Fails to identify patient allergies <input type="checkbox"/> 3. Fails to accurately prepare and monitor medications <input type="checkbox"/> 4. Fails to accurately prepare and monitor IV infusions <input type="checkbox"/> 5. Unable to verbalize medication actions, uses, side effects, contraindications, interactions, nursing assessment data for assigned patient.

Nursing Process	Examples: (not an inclusive list)
A. Inadequately and/or inaccurately assesses assigned patient(s) B. Inadequately or inaccurately plans the care for assigned patient(s) C. Inadequately or inaccurately implements patient care D. Inadequately or inaccurately evaluates patient care	<input type="checkbox"/> 1. Unable to identify basic human needs through assessment <input type="checkbox"/> 2. Makes repeated faulty judgment/decisions resulting in ineffective nursing care <input type="checkbox"/> 3. Fails to observe/report/chart critical patient data <input type="checkbox"/> 4. Comes to clinical unprepared <input type="checkbox"/> 5. Fails to report significant patient information in a timely fashion to instructor and staff
Skills	Examples: (not an inclusive list)
A. Violates previously mastered principles/learning objectives in carrying out nursing care skills or delegated medical functions	<input type="checkbox"/> 1. Unable to adequately and/or accurately perform skills previously mastered in the skills lab (Basic and advanced) <input type="checkbox"/> 2. Unable to administer non-parenteral and/or parenteral medications previously mastered in skills lab <input type="checkbox"/> 3. Unable to obtain accurate vital signs <input type="checkbox"/> 4. Unable to verbalize key information previously covered in skills lab and/or class

Decision Making	Examples: (not an inclusive list)
A. Assumes inappropriate independence in action or decisions	<input type="checkbox"/> 1. Performs competencies not yet tested <input type="checkbox"/> 2. Fails to appropriately seek assistance with assessment and /or skills <input type="checkbox"/> 3. Supervision by a staff nurse when the instructor has specifically stated that students are only to do specific procedures with instructor supervision <input type="checkbox"/> 4. Fails to report significant information in a timely fashion to instructor and staff <input type="checkbox"/> 5. Accepts a verbal/telephone order from a physician <input type="checkbox"/> 6. Transcribes physician orders
B. Fails to recognize own limitations, incompetence and/or legal responsibilities	<input type="checkbox"/> 1. Refuses to admit error <input type="checkbox"/> 2. Cannot identify own legal responsibility in specific nursing situations <input type="checkbox"/> 3. Fails to complete assigned nursing responsibilities

Professional Accountability	Examples: (Not an inclusive list)
A. Fails to accept moral and legal responsibility for own actions thereby violating professional integrity as expressed in the <u>Code for Nurses</u> and the <u>Nurse Practice Act</u> .	<input type="checkbox"/> 1. Fails to conduct self in professional manner <input type="checkbox"/> 2. Comes unprepared to clinical <input type="checkbox"/> 3. Falsifies or fails to report information <input type="checkbox"/> 4. Fails to report significant information in a timely fashion to instructor

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	and staff ___ 5. Steals or functions under the influence of substances or in an impaired state affecting performance ___ 6. Does not follow school/healthcare institution policies and procedures ___ 7. Violates Academic Dishonesty or Students Conduct Code (e.g. cheating on written work, plagiarism)
B. Violates patient confidentiality—can also be a violation of Federal Law (HIPAA) and may result in fines and/or incarceration	___ 1. Shares patient information on the phone ___ 2. Photocopies patient records (or accepts copy of record from staff) ___ 3. Shares patient information with individuals outside of health team ___ 4. Puts patient name and/or identifying information on student assignment(s). ___ 5. Fails to appropriately discard Kardex, medication record and/or any other forms prior to leaving clinical assignment/facility. ___ 6. Leaves patient information unattended on counters or computer screen visible to all

Any unsafe clinical behaviors demonstrated by a student can result in a grade deduction or discontinuance in the program accordingly. Each unsafe clinical behavior will be documented on the daily evaluation form and discussed with the student.

EVALUATION METHODS

Content mastery is assessed through written assessments (summative and formative evaluations), quizzes, skill competency, written assignments, presentations, normed assessments, critical judgement activities, and application via case studies, patient scenarios, and lab simulation.

Grade Scale

The Brazosport LVN Program uses the following grading scale throughout the program

A = 90-100 B= 80-89 C= 75-79 F= 74.9 and below

A minimum grade of 75 is required in this course to progress in the LVN Program. Final grades less than 75% are not rounded up (74.9% will not be rounded up to 75%). A grade of 74.9% or less is failing. Students earn grades. Grades are not deserved. Grades are not inflated or curved in the nursing program. Students with grade dependent scholarships are responsible for earning required grades. Faculty members will not inflate or adjust grades, or provide special assignments for students with scholarship or other financial return based on grades. Requesting faculty members to adjust grades is considered unprofessional behavior.

Course Grade:

Written Assignment Average	50 %
Clinical Performance	50 %

Written assignments

Case Studies/Planning of Care

Written assignments are weighted as follows:

Case Studies/Planning of Care	20 %
Documentation	20 %
Abbreviation Quizzes	10%

Assignments

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All written assignments are due the DUE date and time designated by the instructor. No late work is accepted after due date and time. The student is still responsible for turning in the assignment regardless whether the grade resulted in a zero. Failure to turn in the assignment will result in course failure.

Clinical Performance evaluation

VNSG 1260 Clinical I evaluation will be based on participation in scenarios, assignments, simulation, skills, and medication competency evaluation outcomes.

Medication Administration

Dosage Calculation Competency Evaluation

Ability to administer medications safely will be evaluated prior to going into the clinical setting each clinical course. Successful mastery of safe medication administration is defined as demonstration of safe medication administration with 100% accuracy. Students will not be allowed to administer medications in the acute care setting until successful mastery of safe medication administration has been achieved. Students will have three attempts. A student who is unsuccessful after the first attempt will be required to schedule the additional attempt with instructor at the instructor's convenience. Inability to successfully master this skill after three attempts may result in course failure. Exam failure results in clinical course failure and program dismissal. NO EXCEPTIONS. This competency evaluation is not part of the formative or summative clinical performance evaluations.

If a student is absent the day the competency evaluation is scheduled student is responsible for scheduling a time for evaluation the day they return. Medication competency evaluation will be scheduled at the instructor's convenience.

Skills lab

Students are encouraged to use the lab to gain proficiency in performance of nursing skills. The clinical lab is available for practice except when in use by a scheduled class.

Students are expected to bring program mandated equipment to clinical lab and as identified in specific classes.

Everyone is responsible for lab cleanliness and order.

Simulation lab

Students are not permitted in the simulation lab until orientation is completed. Students must not be in the simulation lab without an instructor. Students must not tamper with simulation equipment.

Students are expected to bring program mandated equipment to simulation lab and as identified in specific classes.

Everyone is responsible for lab cleanliness and order.

Clinical Practice Restrictions:

Students will NOT:

- Perform any invasive procedures without the permission and supervision of the designated Brazosport College clinical instructor or program approved preceptor
 - **In all cases, the instructor or preceptor reserves the right to require additional restrictions based on the learning level of the individual student and/or specific patient situation.**
- Serve as a witness
- Take physician's orders
- Transcribe orders
 - **In situations where a physician's order is questioned (i.e., automatic stop date, legibility, etc.) and cannot be verified with the physician or by agency policy, the student may not carry out the order.**

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- Smoke, eat, drink, or chew gum on any patient care unit
- Complete incident reports
- Assume possession of narcotic keys
- Administer blood components that must be typed and or cross-matched, i.e., RBCs, whole blood, platelets, fresh frozen plasma, cryoprecipitate, and plasma products used for coagulation factor deficiencies.
 - Students may assist in monitoring client responses to such therapies and witness the process for administering blood and blood products.

ALWAYS REMEMBER: IF NOT SURE ASK FIRST!!!

Clinical absences:

1. Clinical attendance is mandatory.
2. Students unable to attend due to illness or other circumstances must notify the appropriate faculty member and clinical site **ahead** of the scheduled arrival time.
3. Students must arrive to assigned unit or facility at the designated time. If a student is late, they must arrive to assigned unit no later than 15 minutes from the designated start time. The student must make contact with instructor or designated supervisor immediately as soon as tardiness is anticipated and again upon arrival to unit. **Failure to arrive within this 15 minute period will result in a written warning and the student being sent home and incurring a clinical absence.** The first occurrence of late arrival (within the 15 minute period) will result in a verbal warning. The second occurrence will result in a written warning. A third occurrence will result in probation and will equate to a clinical absence of 8 hours. Any additional late arrivals may result in program dismissal.
4. Notification is required prior to absence of an assigned experience. Notification after scheduled start times results in an unexcused absence. Students who fail to notify (no call no show) instructor of clinical absence are placed on academic probation immediately and may be dismissed from the program. A second occurrence of failure to notify of an absence is automatic dismissal from the program. Any student failing to follow procedure must meet in person with LVN program director to explain failure to follow policy and procedure. Absences are calculated in hours; any portion of a class or clinical hour missed is counted as one hour.
5. It is mandatory that students attend clinical in order to meet college and Texas Board of Nursing requirements. There may be some unforeseen events or illnesses during scheduled clinical time. The maximum clinical hours allowed to be missed are as follows:
 - a. VNSG 1260, Clinical-Practical Nurse I
 - i. 12 hours
6. Notification guidelines include:
 - a. Students are required to contact the clinical instructor at least **one hour** prior to scheduled clinical assignment. If unable to contact the clinical instructor prior to one hour due to specific circumstances (ie: car accident, immediate family emergency, etc.), contact must be made immediately when it is safe to do so.
 - b. Student must **NOT** relay messages to instructors through other students or other personnel.
 - c. Do not call between the hours of 2200 and 0530.
 - d. You **MUST** either speak directly with the clinical instructor or have proof of receipt of communication.
7. If events preclude student from clinical attendance and student is aware the day before, instructor may be notified.
8. Absence during a clinical day may result in a “zero” on performance and written assignments. Make-up days and/or assignments may be required for clinical absence.

TRANSITIONAL EDUCATION AND SUPPLEMENTAL INSTRUCTION RESOURCES

Statement of Equal Opportunity

It is the policy of Brazosport College not to discriminate on the basis of gender, disability, race, creed, color, age, and national origin in its educational and vocational programs, activities, or employment as required by Title IX, Section 504 and Title VI.

Students with Disabilities

Brazosport College is committed to providing equal education opportunities to every student. BC offers services for individuals with special needs and capabilities including counseling, tutoring, equipment, and software to assist students with special needs. For student to receive any accommodation, documentation must be completed in the Office of Disability Services. Please contact Phil Robertson, Special Populations Counselor at 979-230-3236 for further information.

ADA Statement

The Vocational Nursing Program complies with college policies regarding rights of individuals with disabilities. Applicants and students must notify the college of disabilities. The purpose of ADA is to provide a clear and comprehensive national mandate for elimination of discrimination against individuals with disabilities, to provide clear, strong, consistent enforceable standards addressing discrimination, to ensure the Federal government plays a central role in enforcing standards established in this act on behalf of individuals with disabilities. (1991) An individual with a disability is a person who has a physical or mental impairment that substantially limits a “major life activity,” or has a record of such impairment, or is regarded as having such impairment. A qualified individual with a disability is one who meets essential eligibility requirement for the program or activity offered by a public entity with or without reasonable accommodation. (ADA 1630.20) Essential functions are those functions the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation. (ADA 1630.20). Reasonable accommodation: “Change in the way things are customarily done that will enable an individual with a disability to enjoy equal opportunities.” (ADA 1620.20)

Performance requirements are basic activities a student must be able to complete in a reasonably independent manner. A student who poses a direct threat to health or safety of others or themselves does **not** meet clinical and skills competencies required by Vocational Nursing Program. A “direct threat” is defined as a significant risk to health or safety of others that cannot be eliminated or reduced to acceptable levels by modification of policies, practices or procedures, by provision of auxiliary aids or services.

Determination is made on an individual basis. Nursing students must be fully able to comply with program Critical Core Attributes throughout entire program (See Critical Core Attributes).

Title IX Statement

Brazosport College faculty and staff are committed to supporting students and upholding the College District’s non-discrimination policy. Under Title IX and Brazosport College’s policy FFDA (Local), discrimination based on sex, gender, sexual orientation, gender identity, and gender expression is prohibited. If you experience an incident of discrimination, we encourage you to report it. While you may talk to a faculty or staff member at BC, please understand that they are “Responsible Employees” and must report what you tell them to college officials. You can also contact the Title IX Coordinators directly by using the contact information below. Additional information is found on the Sexual Misconduct webpage at www.brazosport.edu/sexualmisconduct.

Mareille Rolon, HR Coordinator and Title IX Coordinator Office C-114; 979-230-3303;
mareille.rolon@brazosport.edu

Academic Honesty Policy: Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism, and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide for more information. This is available online at <http://www.brazosport.edu>. Academic dishonesty violates both the policies of this course and the Student

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Code of Conduct. In this class, any occurrence of academic dishonesty will be referred to the Dean of Student Services for prompt adjudication, and may, at a minimum, result in failure of this course. Sanctions may be imposed beyond your grade in this course by the Dean of Student Services

Covid-19 Statement: At Brazosport College, all of us, including faculty, staff and students, share a common goal this fall semester, to keep our classes running in the safest manner possible and avoid any disruption to your progress in achieving your educational and career goals. To that end, we ask and encourage you to conduct yourself in the following manner while on campus this semester:

- Every day, perform a self-health check prior to coming to campus and stay home if sick.
- To the greatest extent possible, maintain your distance between you and other students, faculty, and staff while on campus.
- Wear a properly fitted face covering over your mouth and nose while indoors on campus. If you do not have a mask, they will be available to you in all classrooms this fall.
- Practice good hygiene, washing your hands regularly and/or using hand sanitizer.
- The most effective way to protect yourself from Covid-19 is through vaccination. The vaccine is readily available and at no cost to you. Vaccine information and availability can be found at <https://brazosport.edu/coronavirus/vaccine/>.

If at any time this semester you begin to experience Covid symptoms, or if you are exposed to someone who has tested positive for Covid-19, please take the following steps:

- Stay home if you're feeling sick and minimize your contact with others.
- Alert the College by completing the Covid-19 Exposure Report Form online at <https://brazosport.edu/coronavirus/report/>. Be sure to provide accurate contact information, including a working phone number that you will answer.
- After submitting the report, you will be promptly contacted by a member of our Rapid Response Team, who will ask you some specific questions about your situation and provide you with guidance moving forward.
- If it is determined that you should not come to class, your instructor will be notified. **Please know that your instructor will consider course adjustments and potential make-up work only if your case has been reported to Brazosport College, and they've been notified by our response team.** Your instructor will work with you to determine how to manage any make-up work.

The Community Health Network (CHN) Clinic at Brazosport College (located in BC Central B-Wing) is scheduled to be open from 8 AM to 6 PM Tuesday through Thursday during the Fall 2021 semester. While walk-ins are available, your visit will be easier if you pre-register by creating an account at www.mychn.org. In addition to providing health and behavioral services, CHN also provides COVID vaccinations and testing. All insurance is accepted and healthcare is provided on a sliding scale including no cost for those who need it.

Throughout the semester, please regularly check the College's Covid-19 information page at <https://brazosport.edu/coronavirus/>, where the latest updates and guidelines will be posted. As members of the BC community, all of us share a responsibility to each other to be as safe as possible.

HIPAA

Students are accountable and responsible for maintaining strict confidentiality of patient information. Breach in confidentiality results in disciplinary action and possible dismissal from the nursing program.

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Patient confidentiality includes oral, written and electronic communication. The Health Insurance Portability and Accountability Act (HIPAA), is a Federal law which prohibits unauthorized disclosure of private patient information. HIPAA provides both civil and criminal penalties for violations that range from fines of \$250,000 and 10 years in prison.

Students should inform family members of the program's privacy policy. Student information of any kind is not discussed or released to any family member. Family, friends, children, relatives, or any other non-program related persons are NOT permitted at college, in class, at clinical, or at any other program event, unless specifically invited.

EMAIL

Students are expected to check Brazosport College email at least twice daily. Important information could be conveyed to students via email. Last minute schedule changes or other unforeseen events may cause an instructor or program staff to convey information via email. Students are responsible for contacting the Information Technology at 230.3266 and reporting problems with email or college issued computers. Problems with email do not excuse any student from information conveyed via college email.

ALL email correspondence must be done through Brazosport College email.

Evaluation

Minimum performance behaviors are objectively defined in course evaluation tools. Performance behavior standards guide student performance and guide evaluation. Students must demonstrate safe patient care to progress and complete course and program outcomes. Students are expected to demonstrate increasing knowledge depth evidenced in critical thinking, improving time management and prioritization, while providing safe care to progressively larger patient groups.

REQUIRED TEXTBOOKS AND RESOURCES

See required textbooks for VNSG 1222, 1323, 1227, & 1331

Equipment- Stethoscope, analog watch, manual blood pressure cuff, bandage scissors, hemostat. Reliable access to computer, high-speed internet and printer.

Required course materials are available at the Brazosport College bookstore, on campus or online at <http://www.brazosport.edu/bookstore>. A student of this institution is not under any obligation to purchase a textbook from the college bookstore. The same textbook is/may also be available from an independent retailer, including an online retailer.

OTHER STUDENT SERVICES INFORMATION

Information about the Library is available at www.brazosport.edu/~lib/Information.htm or by calling 979-230-3310.

Student Success Center

Supplemental Instruction Leaders (SI leaders) are located on the second floor of the Sadler Building in HS.224. For more information contact the SI Coordinator: Jenni.Jones@brazosport.edu

FREE TUTORING!! The Student Success Center at Brazosport College offers FREE TUTORING for enrolled BC students.

For more information call the Student Success Center Main Desk at 979-230-3184.

Writing Center

Located within the Student Success Center (second floor of the main building above the counseling and registration office) is the Brazosport College Writing Center. The Writing Center provides drop-in

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tutoring Monday – Thursday 9 am – 8 pm and Friday 9 am – noon. Online tutoring and other times are available by appointment. The Writing Center can assist with brainstorming, organizing and developing paragraphs, understanding professors' directions, learning about MLA or other styles, learning how to avoid plagiarism, improving mechanics, using Microsoft Word, becoming an even stronger writer, and much, much more. Check out our growing collection on handouts, videos, and other online resources, too.

Math Center

Located within the Student Success Center (second floor of the main building above the counseling and registration office) is the Brazosport College Math Center. The Math Center provides drop-in tutoring Monday – Thursday 9 am – 8 pm and Friday 9 am – noon. The Math Center can assist with transitional math, college algebra, trigonometry, accounting, statistics, calculus, and every other math course offered at the college. Check out our growing collection on handouts, videos, and other online resources, too.



Get the information you need – when you need it. Click <http://geni.us/BRAZO> to install **BC Connect** on your mobile device to receive reminders, explore careers, map your educational plan, be in the know about events, find out about scholarships, achieve your goals and much more.

Student Services provides assistance in the following:

Counseling and Advising	979-230-3040
Financial Aid	979-230-3294
Student Activities	979-230-3355

To reach the Information Technology Department for computer, email, or other technical assistance call the Helpdesk at 979-230-3266.

Changes to the syllabus may be made at any time at the discretion of the faculty. Student will be notified of the change. Student acknowledgement of the change(s) will be obtained in written form and retained in student permanent file.



Syllabus Receipt Acknowledgement

Clinical-Licensed Vocational Nurse (LVN) Training I VNSG 1260

I received and read the syllabus, course requirements, required text, equipment, and materials for VNSG 1260 Clinical-LVN Training I.

My questions have been answered and clarified. I will seek clarification if needed. I understand there are no verbal contracts. Instructors may change the syllabus as needed to meet course and program outcomes. I am accountable and responsible for all syllabus information.

Student printed name / date

Student signature / date

Retained in student permanent file