



**VOCATIONAL NURSING PROGRAM**

**VNSG 1323**

**BASIC NURSING SKILLS**

**Spring 2022**

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**Instructor Vocational Nursing**

**BRAZOSPORT COLLEGE**

**VOCATIONAL NURSING PROGRAM  
VNSG 1323  
BASIC NURSING SKILLS**

**Course Information**

1. Course Name: Basic Nursing Skills
2. Course Number: VNSG 1323 Basic Nursing Skills. CIP 51.3901 (2 lecture, 3 lab, 3 credits)
3. Classroom: HS 110
4. Class Day(s) & Time: See Daily Schedule

**Faculty**

Angela Johnson, RN  
Office: HS 100-S  
Office phone number: 979-230-3388  
Email address: angela.johnson@brazosport.edu  
Office hours: Posted and by appointment.

**Course Description and Core Content**

VNSG 1323, basic nursing skills, is a mastery of entry level nursing skills and competencies for a variety of health care settings. Utilization of the nursing process as the foundation for all nursing interventions.

Course Content includes basic skills needed to enter the clinical site.

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

**I. (DEC) Member of the Profession  
(QSEN) Teamwork and Collaboration**

**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.**

<b>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>
<b>B. Assume responsibility and accountability for the quality of nursing care provided to patients and their families.</b>
<b>C. Contribute to activities that promote the development and practice of vocational nursing.</b>
<b>D. Demonstrate responsibility for continued competence in nursing practice, and develop insight through reflection, self-analysis, self-care, and lifelong learning.</b>

## **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.

<b>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>
<b>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.</b>
<b>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.</b>
<b>D. Provide safe, compassionate, basic nursing care to assigned patients with predictable health care needs through a supervised, directed scope of practice.</b>
<b>E. Implement aspects of the plan of care within legal, ethical, and regulatory parameters and in consideration of patient factors.</b>
<b>F. Identify and report alterations in patient responses to therapeutic interventions in comparison to expected outcomes.</b>
<b>G. Implement teaching plans for patients and their families with common health problems and well-defined health learning needs.</b>
<b>H. Assist in the coordination of human, information, and materiel resources in providing care for assigned patients and their families.</b>

## **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.

<b>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>
<b>B. Implement measures to promote quality and as safe environment for patients, self, and others.</b>
<b>C. Assist in the information of goals and outcomes to reduce patient risks.</b>

<b>D. Obtain instruction, supervision, or training as needed when implementing nursing procedures or practices.</b>
<b>E. Comply with mandatory reporting requirements of the Texas Nursing Practice Act.</b>
<b><i>*F. Accept and make assignments that take into consideration patient safety and organizational policy.</i></b>

**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.

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

**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 class 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.**

If you are tardy to class, you will not be allowed entrance until the instructor dismisses the class for a break. Please do not try to enter before this time, as it is disruptive to the learning environment. If you will be absent from a class, the appropriate instructor must be notified via e-mail.

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.

### **Preparation for Class**

Students must complete all written and reading assignments prior to class (See course schedule for topics and resources) and be prepared and participate in classroom discussions. Arriving to class without complete preparation may result in earned grade of zero for participation and will be unable to attend class during topic discussion.

### **EVALUATION METHODS**

Content mastery is assessed through written and/or computerized exams, quizzes, written assignments, presentations, normed assessments, critical thinking activities, and application via patient scenarios.

### **GRADING CRITERIA**

#### **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. Grades are earned, 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**

The final grade for this course is derived from the following components:

Exams (4)	60%
Final Exam	30%
Pre-lecture Quizzes	10%

### **Assignments, Class Participation**

Students must complete all written and reading assignments prior to class (see course schedule for topics and resources), be prepared, and participate in classroom discussions. Participation will include, but is not limited to, all pre and posttests that are included with assigned module, class notes/outlines, and written assignments. All assignments, notes/outlines, pre and posttests must be presented each class day at the

beginning of class. Students are 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. Arriving to class without complete preparation results in the inability to attend class during topic discussion.

### **Remediation Requirements**

Students who earn less than 75% on any exam must complete required remediation. Remediation must be completed prior to the next scheduled exam. Students will not be allowed to sit for the subsequent exam if they have not completed remediation. Remediation may vary by chapter, however the following methods may be utilized for remediation: adaptive quizzing, discussion questions, case studies, etc.

In addition to completing the required remediation, students earning less than 75% on any exam must schedule a meeting with the course instructor within 1 week to discuss the exam. Any student who hasn't met with the course instructor for required remediation will not be allowed to sit for the next scheduled exam and will earn a grade of zero on that exam.

### **Skills Competency (skills involved courses)**

Performance outcomes will be evaluated using simulated practice. Requirements for each skill performance are specified on skill checklists. The skill checklist form must be presented to the evaluating instructor at the time the skill is performed. There is a grade or action specified. This grade or action requirement must be met in order for the student to pass the skill. This grade is NOT averaged into the overall grade. Students will be allowed three opportunities to successfully perform the skills. Students must pass all required skills to pass the course.

### **Skills Check-off Activities (skills involved courses)**

Students must successfully pass the following nursing skills in order to be successful in this course:

- Hand hygiene
- Personal Protective Equipment (PPE)
- Bed making
- Hygiene
- Range of Motion/Positioning
- Nasogastric tube insertion/removal
- Tube feeding
- Enema administration
- Ostomy care
- Vital signs
- Physical assessment

Students will be given 3 attempts to successfully perform each skill.

Students purchase supplies and equipment necessary for simulated practice and skill performance. Students must have all mandated supplies and equipment during practice and skills competency evaluation. Failure to have supplies during practice or evaluation will result in consequences determined by situation and instructor.

If student is absent the day the skill competency evaluation is scheduled the student is responsible for scheduling a time for evaluation the day they return. Skills competency evaluation will be scheduled at the instructor's convenience. In this instance, student will have only one attempt to perform the skill. If student fails to schedule the missed evaluation as described the student may be ineligible to demonstrate competency thus failing the course.

### **Assignments**

All written assignments are DUE the 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 could result in course failure.

### **Make-up Course work and Exam Policy**

Extra credit assignments are not used to increase exam averages and cannot be factored into exam scores.

**Students must be in seat or ready at computer lab and prepared to begin exams at least 5 minutes before start time.** All books, papers, computers, purses, phones, hats, drinks, food, gum, and other identified items are not permitted during testing. No items are permitted on desks during exams, except pens/pencils and a blank sheet of paper. Calculators may be allowed at faculty discretion.

Talking is not permitted and will be treated as academic dishonesty. Students with questions or computer issues should raise their hand and wait for the faculty member proctor

Once an exam begins, no student may enter the exam room without permission from the instructor. No extra time is allowed for late students. **Instructors have the right to close the classroom door and deny admission to late students.** Students may **NOT** leave the room once exam begins. Students needing to leave must be accompanied or will be denied re-entry. Extra time is not awarded. Students completing exams should exit quietly and leave area and return to class at time specified by faculty.

Students must notify faculty of absence prior to a missed exam and schedule a make-up exam. Other missed or untaken exams/assessments earn a zero. **No late work will be accepted, but all work must be submitted in order to earn course credit.** Make-up assessments will be administered per instructor preference. Some instructors may require students to schedule testing time in the Learning Center. Students must abide by Learning Center rules. **Exams must be made up the day the student returns to class or clinical.** Makeup exams must not be completed during scheduled class hours. If the exam is not completed according to guidelines, the student earns a zero.

After comprehensive review and analysis, grades are posted. Exam grades are generally posted (ready) at beginning of the subsequent class meeting. Any item challenges must be submitted via email providing item subject, rationale for alternate correct answer, and cited reference for rationale as prescribed in individual course syllabi. Verbal challenges during live test review are not acceptable. Any unprofessional behavior will halt the live review. Exam review may or may not be done during class time. Review format is left to instructor. Faculty decisions are final

### **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](http://www.brazosport.edu/sexualmisconduct).

Kelli Forde Spiers, Director, Student Life and Title IX Coordinator  
Office J-117D; 979-230-3355; [kelli.fordespiers@brazosport.edu](mailto:kelli.fordespiers@brazosport.edu)  
Victoria Young, HR Coordinator and Deputy Title IX Coordinator  
Office C-114; 979-230-3303; [victoria.young@brazosport.edu](mailto:victoria.young@brazosport.edu)

### **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. 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.

### **REQUIRED TEXTBOOKS AND RESOURCES:**

Taylor, C., Lynn, P., & Bartlett, J. (2019). *CoursePoint Plus for Fundamentals of Nursing: The art and science of person-centered care* (9<sup>th</sup> ed.) Philadelphia: Wolters Kluwer. ISBN: 9781975123901



**Equipment:** Reliable access to computer, high-speed internet, and printer. Wrist watch with second hand, penlight, stethoscope, manual blood pressure cuff, bandage scissors, hemostat.

**OPTIONAL TEXTBOOKS AND RESOURCES:**

Taylor, C., Lynn, P., & Bartlett, J. (2019). *Fundamentals of Nursing: The art and science of person-centered care* (9<sup>th</sup> ed.) Philadelphia: Wolters Kluwer. ISBN: 9781496362179

Required and recommended 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](http://www.brazosport.edu/~lib/Information.htm) or by calling 979-230-3310.

**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 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.

The 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.



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.

**Covid-19 Statement:** At Brazosport College, all of us, including faculty, staff and students, share a common goal this spring 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 spring.
- 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](http://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

REVISED 11/19





**Syllabus Receipt Acknowledgement**

**Basic Nursing Skills VNSG 1323**

I received and read the syllabus, course requirements, required text, equipment, and materials for VNSG 1323 Basic Nursing Skills.

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.

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Student print name / date

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Student sign name / date

Retained in student permanent file