UNIVERSITY OF FLORIDA

COLLEGE OF NURSING

COURSE SYLLABUS

FALL 2022

COURSE NUMBER NGR 6944

COURSE TITLE Individual Clinical Practice

CREDITS 1-4 Variable (48-192 clinical hours)

PLACEMENT Final Clinical Course in the DNP Program

PREREQUISITES All Required Clinical Courses

FACULTY Michael D. Bumbach, PhD, APRN, FNP-BC, MSN, RN

Clinical Assistant Professor

Office: HPNP 4201

Office Phone: (352) 273-6638

Office Hours\*: Monday, 9am – 11am

Email: [mbumbach@ufl.edu](mailto:mbumbach@ufl.edu)

\*Faculty are generally available to meet with students (in the office or virtually) as listed above. Due to professional travel and other unavoidable obligations, faculty may not be present every week without notice. It advisable that students confirm availability or make an appointment in advance.

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# COURSE DESCRIPTION This course provides an opportunity to synthesize advanced knowledge, skills, and behaviors in an advanced practice role within clinical specialty tracks. Students will practice under the supervision of faculty with agency preceptors in an appropriate facility or institution.

COURSE OBJECTIVES Upon completion of this course, the student will be able to:

1. Evaluate scientific bases from extant and emerging areas of knowledge for advanced nursing practice.
2. Evaluate decision support systems to solve clinical problems for individuals, aggregates, and systems.
3. Develop advanced leadership and collaborative skills to mobilize interdisciplinary teams to solve highly complex clinical problems.
4. Develop expertise to formulate health policy and provide leadership in establishing clinical excellence and creating new models of cost-effective health care delivery.
5. Critically assess, plan, intervene and evaluate the health experiences of individuals, aggregates, and systems to provide safe, evidence-based care.
6. Synthesize knowledge of cultural diversity and global perspectives in delivering health care and in critiquing nursing systems.

COURSE SCHEDULE

Faculty Section Day/Time

Bumbach 0721 Clinical

Clinical dates are to be arranged with preceptor and faculty member. Students are required to submit a calendar of planned clinical practice dates and times in EXXACT prior to beginning the clinical rotation. Any changes to the calendar (dates and times) must be submitted in writing to the course faculty member before the change is planned to occur. Clinical hours accrued without prior knowledge of the faculty member will not be counted toward the total number of clinical hours required for the course. Students must notify preceptor and clinical faculty of any missed clinical days due to illness.

Refer to your Canvas for specific information including rubrics regarding seminars and Discussion Board assignments.

Student Clinical Schedules are arranged with assigned clinical preceptors. Exxact will be used to record clinical encounters and clinical hours. If you have technical questions regarding Exxact, please email Exxat support at [support@exxat.com](mailto:support@exxat.com).

1. E-Learning in Canvas is the course management system that you will use for this course. E-Learning in Canvas is accessed by using your Gatorlink account name and password at <http://elearning.ufl.edu/>. There are several tutorials and student help links on the E-Learning login site. If you have technical questions call the UF Computer Help Desk at 352-392-HELP or send email to [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).

It is important that you regularly check your Gatorlink account email for College and University wide information and the course E-Learning site for announcements and notifications.

Course websites are generally made available on the Friday before the first day of classes.

Mandatory Documentation of Clinical Hours and Experiences

Students are required to use Exxat software associated with the UF account to schedule all clinical days and to record patient logs. The faculty will also use Exxat or otherwise communicate with the student to schedule the site visit. Students are required to submit a written calendar of planned clinical practice dates and times in Exxat prior to beginning the clinical rotation. Any changes to the calendar (dates and times) must be submitted in writing to the course faculty member before the change is planned to occur. Clinical hours accrued without prior knowledge of the faculty member will not be counted toward the total number of clinical hours required for the course. Students must notify preceptor and clinical faculty member of any missed clinical days due to illness.

Students also assess their learning experience using the Clinical Site Assessment Form. The Clinical Site Assessment Form is submitted in Exxat. At the middle of the clinical experience the student completes a self-evaluation. The faculty member completes a student evaluation using the College of Nursing Clinical Evaluation Form.

Exxat clinical log information must be updated weekly. The student has a 7-day window to post each clinical contact. You are required to complete ALL the data for each case in Exxat.

For technical problems, you may reach out to the Exxat support team at support@exxat.com

# TEACHING METHOD

Supervision of clinical practice with onsite clinical and faculty preceptors

LEARNING ACTIVITIES

Supervised onsite clinical practice and seminar presentations with analysis of selected clients reflecting ongoing and emergent clinical issues; verbal and written reports related to assessment, diagnosis, and management plans

EVALUATION

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| Evaluation Method | Course Grade |
| Exxat Documentation | S/U |
| Final Evaluation | S/U |
| Submission of Clinical Evaluations   1. Documentation of minimum clinical hours timesheet (48-192), approved by the preceptor 2. Documentation of 1-2 clinical patient logs/encounters per clinical hour 3. Submission of clinical evaluation forms    1. Midterm Student Self-Reflection    2. Midterm Preceptor Evaluation    3. Clinical Site Student Evaluation    4. Final Preceptor Evaluation    5. Final Clinical Faculty Evaluation | S/U |
| Final Evaluation | S/U |

Clinical experience will be evaluated through faculty observation, verbal communication with the student, written work, and agency staff reports using a College of Nursing Clinical Evaluation Form. Faculty reserve the right to alter clinical experiences, including removal from client care areas, of any student to maintain patient safety and to provide instructional experiences to support student learning.

Evaluation will be based on achievement of course and program objectives using a College of Nursing Clinical Evaluation Form. All areas are to be rated. A rating of Satisfactory represents satisfactory performance and a rating of Unsatisfactory represents unsatisfactory performance. **The student must achieve a rating of Satisfactory in each area by completion of the semester in order to achieve a passing grade for the course**. A rating of less than satisfactory in any of the areas at semester end will constitute an Unsatisfactory course grade.

The faculty member will hold evaluation conferences with the student and clinical preceptor at each site visit. The faculty member will document or summarize each conference on the Clinical Evaluation Form or Incidental Advisement Record. This summary will be signed by the faculty member and student. Mid-rotation evaluation conferences will be made available to each student. **Final evaluation conferences with the faculty member are mandatory** and will be held during the last week of each clinical rotation. A student may request additional conferences at any time by contacting the clinical faculty.

Students also assess their learning experience using Clinical Site Assessment Form G. Completed Form G is submitted under Assignments tab in Canvas. At the end of the clinical experience the student completes a self-evaluation, and the faculty member completes a student evaluation using the College of Nursing Clinical Evaluation Form.

MAKE UP POLICY

Students will notify faculty in advance for any anticipated absences, missed assignments due to excused absences, or missed clinical hours. Students will develop arrangements with the faculty or and clinical preceptor as required to make up missed written or clinical assignments, as well as clinical hours.

GRADING SCALE

S Satisfactory

U Unsatisfactory

The following activities must be completed satisfactorily to earn an S grade in this course:

1. A minimum of clinical hours and encounters documented in Exxat (as required by curriculum plan)
   1. Minimum clinical time include 48 hours per course credit (1 credit = 48 clinical hours; 2 credits = 96 clinical hours, etc.)
   2. Minimum clinical logs include 48 clinical patient logs per course credit (1 credit = 48 patient logs; 2 credits = 96 patient logs, etc.)
   3. Exxat documentation will be assessed at midterm and final
   4. Students must document all clinical hours with approval by their clinical preceptor, and encounters.
2. Satisfactory rating on final clinical evaluation forms signed by preceptor and student
   1. Midterm clinical evaluation must also be submitted and signed by preceptor and student
3. Completed EXXAT clinical documentation
   1. Documentation of minimum clinical hours timesheet (48-192), approved by the preceptor
   2. Documentation of 1-2 clinical patient logs/encounters per clinical hour
   3. Submission of clinical evaluation forms
      * Midterm Student Self-Reflection
      * Midterm Preceptor Evaluation
      * Clinical Site Student Evaluation
      * Final Preceptor Evaluation
      * Final Clinical Faculty Evaluation

To ensure a grade of Satisfactory regarding the Professionalism Competency on the clinical evaluation, students must meet **ALL** criteria on the evaluation form **AND**:

1. Ensure they upload a full 30-day clinical schedule in advance.
2. **ALL** hours must be verified by the preceptor at the end of each calendar month.
3. Patient care logs are to be completed within **7 days** of the clinical experience.

If you cannot meet these criteria, you must schedule time with the course faculty to discuss further.

Students are required to use Exxat software associated with the UF account to schedule all clinical days and to record patient logs. The faculty will also use Exxat or otherwise communicate with the student to schedule the site visit. Students are required to submit a written calendar of planned clinical practice dates and times in Exxat prior to beginning the clinical rotation. Any changes to the calendar (dates and times) must be submitted in writing to the course faculty member before the change is planned to occur. Clinical hours accrued without prior knowledge of the faculty member will not be counted toward the total number of clinical hours required for the course. Students must notify preceptor and clinical faculty member of any missed clinical days due to illness.

Refer to your Canvas for specific information including rubrics regarding seminars and Discussion Board assignments.

For more information on grades and grading policies, please refer to University’s grading policies: <https://catalog.ufl.edu/graduate/regulations/>

COURSE EVALUATION

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

ACCOMMODATIONS DUE TO DISABILITY

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, <https://disability.ufl.edu/> ) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

PROFESSIONAL BEHAVIOR

The College of Nursing expects all Nursing students to be professional in their interactions with patients, colleagues, faculty, and staff and to exhibit caring and compassionate attitudes. These and other qualities will be evaluated during patient contacts and in other relevant settings by both faculty and peers. Behavior of a Nursing student reflects on the student's individual’s ability to become a competent professional Nurse. Attitudes or behaviors inconsistent with compassionate care; refusal by, or inability of, the student to participate constructively in learning or patient care; derogatory attitudes or inappropriate behaviors directed at patients, peers, faculty or staff; misuse of written or electronic patient records (e.g., accession of patient information without valid reason); substance abuse; failure to disclose pertinent information on a criminal background check; or other unprofessional conduct can be grounds for disciplinary measures including dismissal.

INCLUSIVE LEARNING ENVIRONMENT

We strive to provide an inclusive learning environment as we prepare graduates who care, lead, and inspire. As we share our nursing values and personal beliefs inside or outside of the classroom, it is always with the understanding that we value and respect diversity of background, experience, and opinion, where every individual feels they belong to the College of Nursing community. <https://nursing.ufl.edu/wordpress/files/2022/08/BSN_DNP-Handbook-Jul-28-2022.pdf>

CIVILITY STATEMENT

Civility among all individuals in the CON (faculty, staff and students) is vital for an inclusive environment that fosters personal reflection, growth and a collective harmony. <https://nursing.ufl.edu/wordpress/files/2022/08/BSN_DNP-Handbook-Jul-28-2022.pdf>

UNIVERSITY POLICY ON ACADEMIC MISCONDUCT

Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/> . Students are required to provide their own privacy screen for all examination’s administered to student laptops. No wireless keyboards or wireless mouse/tracking device will be permitted during examinations.

University and College of Nursing Policies

Please see the College of Nursing website for student policies (<http://students.nursing.ufl.edu/currently-enrolled/student-policies-and-handbooks/>)

# REQUIRED TEXTBOOKS

All texts from previous courses

RECOMMENDED TEXTBOOKS

None

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| **Fall 2022 – NGR 6944**  Course Calendar | | |
| **Online Clinical Documentation and Site Visit Recap:**   * All clinical hours, patient logs, and evaluations will be completed via Exxat * Each student is responsible for entering clinical dates and hours into Exxat in ADVANCE in 1-month intervals * Clinical dates/hours must be sent from you to clinical site preceptor for approval at the end of each month, and end of semester * All clinical hours will be verified by clinical site preceptor via Exxat * Students are responsible for ALL patient logs each clinical date * Patient logs must be completed within 7 days of clinical contact * Site visits via Zoom will be completed by faculty at least once per semester & as needed   The clinical preceptor should plan to be present for Zoom site visits | | |
| **DATE** | **TOPIC/EVALUATION** | **ASSIGNMENTS** |
| Week 1-7 | Clinical activities as scheduled | Document clinical hours and encounters in Exxat. |
| Week 8  10/10 | Clinical activities as scheduled  Midterm - Zoom site visit during scheduled clinical day with student and preceptor. | Due (10/16): Preceptor Midterm evaluation of student, Student midterm evaluation of Self in Exxat. |
| Week 9-15 | Clinical activities as scheduled | Document clinical hours and encounters in Exxat. |
| Week 16 | All Clinical Documentation in Exxat due by Wednesday, December 7, 2022, 11:59 pm |  |

Approved: Academic Affairs Committee: 01/97; 11/01; 03/15

Faculty: 04/97; 10/01; 03/15

UF Curriculum: 08/97; 03/00; 04/15