Syllabus

UNIVERSITY OF TEXAS AT ARLINGTON

COLLEGE OF NURSING AND HEALTH INNOVATION

N4431-600 Nursing of Children and Adolescents

Instructor Information
Instructor: Jenny Roye, RN, MSN
Office: 551 University Hall
Office Phone: 817-272-0022
E-mail: roy@uta.edu ** preferred method of communication
Office hours: online via TEAMS- weekly when class is in session
In person office hours- by appointment only
Mentis profile: https://mentis.uta.edu/explore/profile/jennifer-roye

Section Information
Section 600: Jenny Roye roy@uta.edu

Course Description
Nursing care for infants, children, adolescents and their families. Theory and clinical application in diverse settings.

Time and Place of Class Meetings
Clinical schedules vary per location; course will take place online via Canvas. Online office may be scheduled each week. See Canvas for details.

Textbook and Reading Materials
REQUIRED

ATI- Previously purchased in Junior 1

SafeMedicate- Previously purchased in Junior 1
Student Learning Outcomes

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

- Apply the nursing process using current evidence in the provision of competent, culturally sensitive, developmentally appropriate, holistic nursing care to infants, children, adolescents, and their families/caregivers.

- Demonstrate clinical judgment and decision-making based on current knowledge in the care of infants, children, adolescents, and their families/caregivers.

- Apply legal and ethical principles and professional standards in the provision of nursing care for infants, children, adolescents, and their families/caregivers.

- Demonstrate effective communication and collaboration among individuals and groups to provide nursing care and patient/family teaching for patients and caregivers.

- Demonstrate self-reflection and awareness to articulate the need for active life-long learning.

- Apply evidence-based research to clinical practice and identify practice issues with an awareness of one’s role in promoting quality improvement.

- Utilize Joint Commission’s National Patient Safety Goals to provide safe patient care and prevent errors.

- Utilize biomedical and computer science technology to perform nursing functions.

**TEACHING METHODS:**

- Reading Assignments
- Essential skills instruction and performance
- Role Playing/Simulation
- Medication Administration Prep. Forms
- Internet Resources
- Online Learning Activities
- Patient Teaching Experience
- Pre-, Post-, and Online Clinical Conferences
- Pediatric Medications Math Study Guide Problems
- Demonstrations/Return Demonstrations

- Online Case Studies
- Group Discussions and Presentations
- Nursing Care Plans and Care Maps
- Weekly Developmental Assignments
- Evidence-Based Practice Assignments
- Clinical Nursing Experiences
- Computer-based Learning Activities
- Simulation Laboratory Experiences
- Critical Thinking Exercise & Practice
- Multimedia Aids
Grading:
Students are expected to keep track of their performance throughout the semester and seek
guidance from available sources (including the instructor) if their performance drops below
satisfactory levels; see “Student Support Services,” below.

N4431 GRADING PLAN:  See Canvas for specific due dates

- Exams:
  - Exam #1 (50 questions)  25 %
  - Exam #2 (50 questions)  25 %
  - Exam #3 (50 questions)  25 %

  Total
  75 %

- Other graded activities:
  - Weekly Developmental assignments-PrepU (5) (1% each)  5 %
  - National Patient Safety Goals assignment  2.5 %
  - Immunization Case Study  2.5 %
  - Prep U assignments (5) (1% each)  5 %
  - CAPP (Comprehensive Assessment and Preparation Program) Assignment (See previous section on the CAPP)  10 %

  Total
  25 %

- (ALL Clinical Education Activities must be completed on time for credit. If submitted
  late, no points will be given; however, the assignment MUST be completed for clinical
  credit.)

  - Nursing Care Plan Map with attached growth curves  Pass/Fail
  - Medication Administration Clinical Preparation Forms  Pass/Fail
  - Nursing Documentation/Nurses Notes  Pass/Fail
  - Verbal Nursing Care Plans  Pass/Fail
  - Evidence Based Practice Assignment & Presentation  Pass/Fail
  - VSIM Cases including debriefing  Pass/Fail
  - Experience Performing of all N4431 Designated Essential Skills  Pass/Fail

- (ANY and ALL assignments turned in late or late arrival to clinical will require make up work)
• THERE ARE NO OPTIONS FOR EXTRA CREDIT IN THIS COURSE.

Other Requirements:
In order to successfully complete this course, students must pass the clinical component. Students must reference the clinical addendum for information related to clinical passing criteria.

COLLEGE OF NURSING AND HEALTH INNOVATION GRADING REQUIREMENTS:

In undergraduate nursing courses, all grade calculations will be carried out to two decimal places and there will be no rounding of grades. Letter grades for tests, written assignments, and end of course grades, etc. shall be:

\[
\begin{align*}
A &= 90.00 \rightarrow 100.00 \\
B &= 80.00 \rightarrow 89.99 \\
C &= 70.00 \rightarrow 79.99 \\
D &= 60.00 \rightarrow 69.99 \\
F &= 59.99 \text{ or less}
\end{align*}
\]

The existing rule of C or better to progress remains in effect; therefore to successfully complete a nursing course students shall have a course grade of 70.00% or greater.

Minimum Passing Criteria:
In order to successfully complete an undergraduate nursing course at UTA, the following minimum criteria must be met:

- 70% weighted average on major proctored exams
- 70% weighted average on major written assignments (if applicable)
- Completion of ATI CAPP (Comprehensive Assessment and Preparation Program) Phase 1 and 2 requirements
- Passing score for the clinical component of the course, including minimum passing score requirements for the Medication Administration Competency Assessment: 100% on Essential Medication Skills Assessment (90% minimum score for students enrolled in NURS 3632) and 90% on Advanced Medication Skills Assessment

In determining the final course grade, the weighted average on major proctored exams and/or major written assignments as outlined above will be checked first. If a student achieves a 70.00% with no rounding of the average on these course components, the additional graded items will count toward the final course grade. If the student does not achieve a 70.00% with no rounding of the average on the components listed, the grade stands as a D or F as determined by the numerical value from the weighted average on the major proctored exams and/or major written assignments listed above. On all tests, the grades are rounded to two
decimal places (i.e., 85.679=85.68). For the final course grade there will be no rounding (i.e., 89.67=B, 69.99=D). A final course grade of C or better is required in all nursing courses to pass.

**Exam Policy:** Exam scheduling and administration procedures are standardized among all pre-nursing and upper-division courses in the pre-licensure nursing program. The full policy, located in the CONHI Policy and Handbook Library, includes details related to exam development, exam scheduling and accommodations, exam administration, testing environment, and post-exam procedures.

1. **Excused Absences:** legal obligation, military obligations, pre-approved university-sponsored events, emergency situations, religious holy days, death of family member, or illness
   - Requirements: To be considered for a re-scheduled exam, the student must notify faculty prior to exam start date and time; documentation of incident is required and must be provided within 48 hours following exam due date and time. Documentation for illness requires proof of a visit to a healthcare provider. There are no exceptions to this rule.
   - The make-up exam may include alternative questions and/or test format. There will be no point deductions for an excused exam absence.

2. **Unexcused Absences:** oversleeping, exam date oversight, computer / technical issues, or other reasons not listed under excused absences
   - Requirements: To be considered for a re-scheduled exam, the student must notify faculty with their request within 48 hours of the exam due date and time. The exam must be scheduled within 7 days of the original exam due date and time.
   - The make-up exam may include alternative questions and/or test format and will have a point penalty of 20 points.
   - A student may only have one unexcused absence per course. Subsequent unexcused absences will result in a ‘0’ on the exam.
   - Students will not be allowed to take exam in another section without penalty due to an unexcused absence.

3. **Exam Tardy:**
   - Proctored Exams: If a student arrives late to a proctored exam, they are only allowed the remaining time to complete the exam. For example, for a 60-minute exam, if a student arrives and has only 13 minutes left, that is all the time they will be given to complete their exam.
   - Online Proctored Exams (if applicable):
     - If a student submits an online exam after the due date and time, they will receive a 20 point penalty on their grade the first time it occurs.
     - If the student submits an online exam after the due date and time for a second time in the course, they will receive a zero for that exam.
▪ The Learning Management System will not auto-submit an exam at the due date and time of the exam. The student is responsible for submitting their exam by the assigned due date and time.

4. Students will only be allowed one 20 point penalty per course, whether it is the result of an unexcused absence or a late submission.

5. **Comprehensive Assessment and Preparation Program (CAPP):** All students enrolled in this course must participate in the Course Content Mastery Assessment, which is a component of the program’s Comprehensive Assessment and Preparation Program. The Course Content Mastery Assessment is worth 10% of the total course grade and consists of practice assessments, proctored assessments, focused reviews, and active learning exercises. **Students must complete all components of Phase 1 and Phase 2 to pass the course.** After each proctored assessment, students are categorized into one of four proficiency levels:

6. LEVEL <1: Scores in the <1 category do not meet minimum expectations for performance in this content area.

7. LEVEL 1: Scores meeting the Proficiency Level 1 standard can be considered to meet the absolute minimum expectations for performance in this content area.

8. LEVEL 2: Scores meeting the Proficiency Level 2 standard can be considered to exceed minimum expectations for performance in this content area.

9. LEVEL 3: Scores meeting the Proficiency Level 3 standard can be considered to exceed most expectations for performance in this content area.

10. Phase 1 of the Course Content Mastery Assessment is worth 4% of the course grade. All students complete a Practice Assessment and submit three critical points for 5 Major Content Areas based on Topics to Review (for a total of 15 critical points). Critical Points must be handwritten, legible and accessible to receive credit. Students who do not complete all components of Phase 1 by the due date will not be eligible to take the Content Mastery Assessment (proctored exam) in Phase 2 and will fail the course.

11. Phase 2 of the Course Content Mastery Assessment is worth 6% of the course grade and is based on the score received for the proficiency level achieved. All eligible students must complete the Proctored Assessment. Students scoring <1 will receive an Incomplete for the course and will complete the Focused Review and hand-written Active Learning Templates for all Topics to Review listed on the Individual Performance Profile. Active Learning Templates must be handwritten, legible and accessible to receive credit. A learning contract from course faculty will include a due date for completion of the Focused Review and Active Learning Templates during the Incomplete period. Students who complete Focused Review and Active Learning Templates by the assigned deadline in the Incomplete period will receive full credit for Phase 2 based on the score received for the Level achieved and progress in the program. Students scoring <1 who do not satisfactorily complete Focused Review and Active Learning Templates by the assigned deadline will not receive a passing grade in the course regardless of course grade and will not progress to their next clinical course. The complete Comprehensive Assessment and Preparation Procedure can be found here: [http://www.uta.edu/conhi/_doc/unurs/capp_procedure.pdf](http://www.uta.edu/conhi/_doc/unurs/capp_procedure.pdf)
Late Assignment Submission:

No assignments will be accepted late, for any reason. I understand emergencies occur, and for that reason, please be proactive and complete assignments early if possible.

Course Credit Hours

4 Credit Hours

Placement in Curriculum

Senior Year, First Semester

Prerequisites

NURS 3561, 3481

Clinical Agency Selection

Based on your facility’s availability of pediatric nursing experiences, you may be placed in a collaborating partner facility for your pediatric nursing clinical experience.

Attendance policy: At the University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, this course is online and attendance is not recorded on Canvas. Please review the clinical section for important details regarding the clinical attendance policy. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Canvas.
Grade Grievances:

Any appeal of a grade in this course must follow the procedures as published in the College of Nursing and Health Innovation Undergraduate Student Handbook (https://www.uta.edu/conhi/students/policy/index.php).

In an attempt to resolve a complaint, the student must first make a serious effort to resolve the matter with the individual with whom the grievance originated. Faculty of the course has the primary responsibility for assigning grades. Appeals of the official grade assigned to a student for a course will not, therefore, be considered at levels above the faculty unless a student offers evidence of:

- Differential treatment – examples might be providing benefits such as extra time for assignments to some but not all students in the class; excluding some students from attendance or other course requirements, OR
- Procedural irregularities – examples might be adding a new requirement that was not listed in the class syllabus; using criteria for grades not made available to the student ahead of time.

More information about the university’s grade grievance policies can be found in the Undergraduate Grading Policies section of the catalog (https://catalog.uta.edu/academicregulations/grades/#undergraduate.text). Information regarding grievances for matters other than grades is available in the Student Rights section of the catalog (https://catalog.uta.edu/academicregulations/security/).

CLINICAL POLICIES

Clinical Performance Requirements & Evidence of Clinical Competence: Clinical courses are classified as PASS/FAIL courses. In order to progress in the College of Nursing, students must receive a passing grade in the lecture component as well as satisfactorily meet the clinical course requirements.

Nursing is a practice profession in which patient and family safety must be protected (Texas Board of Nursing). **If clinical performance has been deemed unsafe, students may not drop or withdraw from any clinical course. They will be immediately removed from the clinical setting, forfeit further clinical experiences, and receive a grade of F.** The following Clinical Failing Behaviors will result in a clinical failure regardless of the drop or withdrawal date and are based on professional nursing standards set forth by the Nurse Practice Act, the Texas Board of Nurse Examiners, and program policy related to patient safety in the clinical setting:

<table>
<thead>
<tr>
<th>Clinical Failing Behaviors</th>
<th>Matched to NPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Performance is unsafe.</td>
<td>1,2,3,5,6,7,9,10,11,12,13,14</td>
</tr>
<tr>
<td>2. Questionable decisions are often made.</td>
<td>1,2,3,4,5,6,7,8,9,10,11,12,13,14</td>
</tr>
<tr>
<td>3. Lacks insight into own behaviors and that of others.</td>
<td>1,2,3,4,5,6,8,9,10,11,12,13,14</td>
</tr>
<tr>
<td>4. Continues to need additional guidance and direction.</td>
<td>1,2,3,5,6,7,8,9,10,11,14</td>
</tr>
</tbody>
</table>
Standards of Professional Nursing Practice (BON 213.27, 217.11, 217.12)
1. Knows rationale for side effects of medications and treatments, and correctly administers same 217.00 (1) (C).
2. Documents nursing care accurately and completely, including signs and symptoms, nursing care rendered medication administration. Contacts health care team concerning significant events in patient health 217.11 (1) (D).
3. Implements a safe environment for patients and/or others, i.e., bed rails up, universal precautions 217.11 (1) (B).
4. Respects client confidentiality 217.11 (1) (E).
5. Accepts assignments commensurate with educational level, preparation, experience and knowledge 217.11(1) (T).
6. Obtains instruction and supervision as necessary when implementing nursing procedures or practices 217.11(1) (H).
7. Notifies the appropriate supervisor when leaving an assignment 217.11(1) (I).
8. Recognizes and maintains professional boundaries of the nurse/patient relationship 217.11(1) (J).
9. Clarifies orders, treatments, that nurse has reason to believe are inaccurate, non-effective or contraindicated 217.11(1) (N).
10. Able to distinguish right from wrong 213.27(b) (2) (A).
11. Able to think and act rationally 213.27(b) (2) (B).
12. Able to keep promises and honor obligations 213.27(b) (2) (C).
13. Accountable for own behavior 213.27(b) (2) (D).
14. Able to promptly and fully self-disclose facts, circumstances, events, errors and omissions when these disclosures will enhance health status of patients or protect patients from unnecessary risk or harm 213.27(b) (2)(G).

Refer to the Board of Nursing at www.BON.state.tx.us for any additional information regarding the Texas Nursing Practice Act.

In addition to professional standards of nursing practice, the following program requirements are associated with patient safety and will result in clinical failure without regard to drop or withdrawal time frames:
- Failure to meet minimum score requirements on the Medication Administration Competency Assessment (below)
- Non-compliance with Clinical Clearance Requirements
- Non-compliance with Drug and Alcohol Screening policy
- Unlawful behavior prohibiting sufficient background check required for clinical participation

These clinical failures will be reviewed and approved by the Associate Chair/Chair of Undergraduate Nursing Programs.

Medication Administration Competency Assessment: Safe and effective medication administration is crucial for optimal patient outcomes. Best practices for student achievement
of safety in medication dosage calculation and administration include ongoing assessment of these skills. A proctored, standardized electronic medication administration competency assessment is required of students at the beginning of each clinical course in which students administer medications. It is designed to assess competency in calculating drug dosages and safe medication administration. Proctored assessments are part of the clinical PASS/FAIL requirements and are not factored in the course didactic grade. All students must meet minimum score requirements on the Medication Administration Competency Assessment to pass the clinical component of the course and administer medications in the clinical setting. The minimum score requirements include:
- 100% on ESSENTIAL Medication Administration Skills Assessment (90% minimum for students enrolled in NURS 3632: CLINICAL NURSING FOUNDATIONS)
- 90% on ADVANCED Medication Administration Skills Assessment
Students will be allowed three (3) attempts to meet the minimum score requirements on the Essential and Advanced assessments in each course. If a student is not successful on the third attempt, they will not have met the required clinical outcome and will receive an Unsatisfactory, resulting in a clinical and course failure. Students MAY NOT drop or withdraw from the course if this failure occurs prior to the drop date.

Clinical Attendance: It is expected that students will attend all assigned clinical activities. In the case of illness, remember to take appropriate health precautions. Students should not attend clinical experiences if they are febrile or have any potential communicable disease. Students are expected to notify clinical faculty immediately if they will be late or absent to the clinical site. No call No show may result in a clinical failure unless there was a documented emergency. Notification will not necessarily prevent a performance improvement plan from being generated and placed in the student file. Acceptable methods of notification to clinical faculty will be either phone or text. E-mail is not acceptable. Acceptable methods of notification to clinical agency will be phone unless the student is with a preceptor, then they may reach them by phone or text.

Tardiness: defined as greater than 0 minutes of the assigned clinical time.
- The first tardy will result in a verbal warning (verbal warnings are written at the top of the Performance Improvement Plan (PIP) form.
- Students with two (2) tardies will be placed on a PIP with Penalty (i.e. Review two articles and discuss implications for patient safety, collegial relations, etc. or Reflect on impact of this behavior for, patients, peers and as a professional responsibility, or penalty is up to the lead teacher, etc.) which will be kept in the student’s permanent file. Students who are placed on a PIP are ineligible for a clinical award and faculty may not write a letter of recommendation.
- Students with 3 tardies may receive a clinical failure.
- Time will count towards the total or direct patient care clinical time missed and students will be required to make up the time missed.

Clinical Absence: Clinical is defined as any direct patient care within a healthcare setting and laboratory or simulation as outlined in the clinical supplement. All clinical experiences as defined above will be considered when determining absences.
• Student will be placed on a performance improvement plan (PIP) after first clinical missed.
• Students MUST make up clinical. Where feasible the clinical will be made up with an equivalent experience (simulation with simulation, direct patient care with direct patient care, etc.)
• When a comparable experience is not feasible simulation, case studies or other appropriate make-up experiences may be assigned. The experience will be equivalent to actual clinical hours missed; however, it may take longer for some students to complete the assignment.
• In order to adequately evaluate a student, (regardless of the reason for missing clinical) a student with total clinical absences of equal to or greater than 15% of the total clinical time will not be allowed to progress. Students may choose to drop if the clinical absences occur before the drop date. If a student is not eligible to drop the course (i.e. after the drop date), the absences will result in a clinical failure. In extraordinary non-academic circumstances with appropriate documentation, a late drop may ONLY be considered.

Absence of any part of a clinical day will require make-up in the simulation lab or another alternative at the clinical faculty’s discretion. Medical illnesses/emergencies or other dire circumstance may be an acceptable reason to miss an assigned clinical. If a clinical experience is missed due to illness, a medical release will be required prior to returning to the classroom/clinical setting. In the case of other dire circumstance, you will be required to show acceptable proof of the extenuating circumstances that kept you from clinical. Elective medical procedures, work, childcare or travel issues are not an excused absence from clinical and will be considered an unexcused absence. Unexcused absences may result in clinical failure. The first tardy will result in a verbal warning. Students with two (2) tardies will be placed on a Performance Improvement Plan (PIP) which will be kept in the student’s permanent file. Students who are placed on a PIP are ineligible for a clinical award and faculty may not write a letter of recommendation. After 3 (three) tardies, the student may receive a clinical failure.

**Exposure to Bloodborne Pathogens:** In the event of injury, needle stick, and/or exposure of the nursing student to blood or body fluids, the nursing student should immediately notify the nursing clinical faculty. The faculty will follow the Exposure to Bloodborne Pathogens Procedure in place at the facility. Any expense or treatment required is the responsibility of the student.

**Institution Information**

UTA students are encouraged to review the below institutional policies and informational sections and reach out to the specific office with any questions. To view this institutional information, please visit the [Institutional Information](http://www.uta.edu/provost/administrative-forms/course-syllabus/index.php) page which includes the following policies among others:

• Drop Policy
• Disability Accommodations
Course Schedule with dates and assignments are available on Canvas

LIBRARY AND STUDENT SUPPORT INFORMATION:

Student Support Services: UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at http://www.uta.edu/studentsuccess/success-programs/programs/resource-hotline.php

The IDEAS Center (2nd Floor of Central Library) offers FREE tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in, or check the schedule of available peer tutors at www.uta.edu/IDEAS, or call (817) 272-6593.

The English Writing Center (411LIBR): The Writing Center offers FREE tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at https://uta.mywconline.com. Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see www.uta.edu/owl for detailed information on all our programs and services. The Library’s 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library’s hours of operation. http://library.uta.edu/academic-plaza

Librarian Contact Information:
UTA Library: http://www.uta.edu/library/help/subject-librarians.php
  Nursing Librarians: nursinglibrarians@uta.edu
  Gretchen Trkay             gtrkay@uta.edu
  Peace Ossom Williamson    peace@uta.edu
CONHI Student Handbook: The Undergraduate BSN Student Handbook can be found by going to the following link: https://www.uta.edu/conhi/students/policy/index.php

UNDERGRADUATE SUPPORT STAFF:
Ashleigh Johnson, Program Coordinator, AO-BSN
Pickard Hall, (817) 272-2776
Email: Ashleigh.johnsson@uta.edu

Shamara Whetstone, Testing Coordinator I, AO-BSN
662-A Pickard Hall, (817) 272-2776 ext. 9227
Email: shamara.whetstone@uta.edu

TECHNICAL SUPPORT:
Canvas support: Online 24 x 7 Canvas Support Center

Welcome to the University of Texas at Arlington Canvas Support Center

Here you can search the Knowledge Base for answers to commonly asked questions. You can submit a web ticket, speak with an agent through live chat or even call us directly. Options are available 24x7x365

VSIM support:

If you have any additional questions, please call us at 1-800-468-1128. Our hours of operation are as follows: • Monday-Thursday, 8am-12am (Midnight) EST• Friday, 8am-7pm EST• Sunday, 4pm-12am (Midnight) EST

UTA INFORMATION

STUDENT CODE OF ETHICS:
The University of Texas at Arlington College of Nursing and Health Innovation supports the Student Code of Ethics Policy. Students are responsible for knowing and complying with the Code. The Code can be found in the Student Handbook.
The Clinical Group or General Discussion Board is to be viewed as a professional forum for student discussions. Students are free to discuss academic matters and consult one another regarding academic resources. The tone of postings on any Discussion Board is to remain professional in nature at all times. It is not appropriate to post statements of a personal or political nature, or statements criticizing classmates or faculty. Statements considered inappropriate will be deleted by course faculty. Announcements from student organizations may be posted to the designated level discussion board (not associated with this course).

Students are to refrain from discussing this course, including clinical situations, written assignments, peers, or faculty on all social networking sites such as Facebook, Twitter, etc. Failure to comply with these expectations may result in further action including but not limited to removal from the discussion board.

**Counseling and Psychological Services (CAPS) [www.uta.edu/caps](http://www.uta.edu/caps) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.**

**PLAGIARISM:**
Copying another student’s paper or any portion of it is plagiarism. Additionally, copying a portion of published material (e.g., books or journals) without adequately documenting the source is plagiarism. If five or more words in sequence are taken from a source, those words must be placed in quotes and the source referenced with author’s name, date of publication, and page number of publication. If the author’s ideas are rephrased, by transposing words or expressing the same idea using different words, the idea must be attributed to the author by proper referencing, giving the author’s name and date of publication. If a single author’s ideas are discussed in more than one paragraph, the author must be referenced at the end of each paragraph. Authors whose words or ideas have been used in the preparation of a paper must be listed in the references cited at the end of the paper. Students are encouraged to review the plagiarism module from the UT Arlington Central Library-[http://library.uta.edu/plagiarism/index.html](http://library.uta.edu/plagiarism/index.html). Canvas Note-Papers are now checked for plagiarism and stored in Canvas.

**CODE OF PROFESSIONAL CONDUCT:**
Nursing students in the UTACONHI are considered to be part of the nursing profession. As members of the profession, students are expected to commit to and maintain high ethical standards. Students are responsible and accountable for their own academic and professional behaviors and the resulting consequences.

Students will demonstrate self-discipline throughout all aspects of their nursing education, including meeting academic responsibilities and exhibiting professional conduct in the
classroom and in the community, as outlined in the Texas Nurse Practice Act and Texas State Board of Nursing Policies.

It is each student’s responsibility to promote scholastic honesty and professional ethics by actively participating with faculty in maintaining a quality academic environment. Students are expected to guard public safety by immediately reporting to faculty, any incident they observe or are aware of which would allow incompetent, unethical, or illegal practice by another individual. Having knowledge of and failing to report such behaviors constitutes a breach of both academic and professional responsibilities. Refer to the Student Handbook for more information.

**APA FORMAT:**
APA style manual will be used by the UTACONHI with some specific requirements for the undergraduate courses. The sample title page & instructions, as well as a Manuscript Preparation document can be found at:
http://www.uta.edu/nursing/file_download/52/APAFormat.pdf

**CLASSROOM CONDUCT GUIDELINES:** The Faculty of the BSN Program believes that classroom teaching has two goals: the provision of content pertinent to the discipline of nursing and the socialization of students into the professional role. We are committed to providing the curriculum in an atmosphere conducive to student learning and in a manner that will prepare graduates to be successful in the health care workplace. Refer to the Student Handbook for more information.

**Emergency Phone Numbers**
In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911. Non-emergency number 817-272-3381. Enter the UTA Police Department’s emergency phone number into your own mobile phone.