

RANGER COLLEGE  
SYLLABUS  
VOCATIONAL NURSING PROGRAM

FALL SEMESTER 2010

Course Number and Title: VNSG 1323 Basic Nursing Skills

Credit Hours: 3 Lecture Hours/Wk: 2 Lab: 4

Instructor: Melissa Strickland, RN

Office Location: Early/Comanche

Office Hours: Monday thru Friday  
0830 to 1630

Office Phone: 325-641-5726, 325-356-2170

Email Address: mstrickland@rangercollege.edu

I. CATALOG DESCRIPTION

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. Communication skills, medical terminology, CPR, and emergency first aide will be included. Legal and ethical responsibilities of the vocational nurse are emphasized. Basic IV therapy skills.

II. TEXTBOOK(S)

Fundamental Concepts and Skills for Nursing, 3<sup>rd</sup> Ed., DeWit/Elsevier

Taber's Cyclopedic Medical Dictionary, 21<sup>st</sup> Edition, F.A. Davis

Medical Terminology, A Systems Approach, 6<sup>th</sup> Ed., Gyls/Wedding, Davis

III. METHODS OF INSTRUCTION

Lecture, discussion, audio-visual aids, lab, computer simulations, computer assignments.

IV. SCANS COMPETENCIES

This course covers Scans Competencies #s C5, C6, C8, C10, C12, C15, C16, F1, F2, F5, F9, F13, F16.

V. COURSE OBJECTIVES

To teach course content as outlined in the catalog description and to enable the student to accomplish the following objectives.

VI. STUDENT OBJECTIVES TO REACH DELC REQUIREMENTS

The student will:

1. Be able to perform basic nursing skills and procedures within the scope of the VN student.
2. Recognize and discuss the basic physiological and psychosocial (spiritual, cultural, gender, developmental level, financial) aspects of nursing interventions.
3. Be able to perform physical assessments using the Head-to-Toe approach, systems approach, and a focused assessment to assist in identifying health status and monitor change.

4. Be able to recognize and discuss basic principles of safety including but not limited to: environmental hazards, aspects of patient and personal safety, safe and effective use of equipment and materials in the workplace.
5. Recognize emergency situations and be able to initiate basic interventions within the scope of the VN student.
6. Discuss risk management as applied to patient safety, environmental and equipment factors, workplace safety, and cost containment.
7. Identify the steps in the nursing process and how each relates to nursing care and to implement the plan of care to assist client to meet basic physiologic needs including: circulation, nutrition, oxygenation, activity, elimination, comfort, pain management, rest and sleep, and IV therapy.
8. Discuss the delivery of basic nursing skills in a variety of health care settings.
9. Identify common actual and potential health care needs of client, assist with health screening and report and document assessment data appropriately.
10. Assist in the formulation of goals/outcomes and a plan of care in collaboration with the client , their families, and interdisciplinary health care team members.
11. Discuss written, verbal and non-verbal modes of therapeutic communication including information technologies.
12. Identify basic interventions to support the client and family during life stages, including end-of-life care.
13. Identify the steps in IV therapy and recognize signs and symptoms of complications of IV therapy.

VII. COURSE/CLASSROOM POLICIES

See VN Handbook.

ADA Statement: Ranger College provides a variety of services for students with learning and/or physical disabilities. The student is responsible for making the initial contact with the Ranger College Counselor. It is advisable to make this contact **before** or **immediately** after the semester begins.

VIII. Admissions, employment, and program policies of Ranger College are nondiscriminatory in regard to race, creed, color, sex, age, disability, and national origin.

IX. RECEIPT OF SYLLABUS

Separate page; signed and returned to instructor.

X. ASSESSMENT

GRADING

100-92 = A

86-91 = B

80-85 = C

Below 80 = F

All students must achieve an average grade of 80% to remain in the program.

## XI. EVALUATION

There are 6 major exams, an abbreviation test and the final exam. Usually multiple choice questions are given, but essay, fill-in-the-blank, or matching questions may also be given. Pop tests and homework assignments may be given throughout the semester. These pop tests and homework assignments count as daily grades or as extra points on tests. All daily grades are averaged to equal one major exam grade. There is no make-up work for missed daily grades. All exams are worth 100 points and will cover assigned reading, class discussions and handouts. Anything previously tested over is subject to come up again on any given test. An alternate test may be given if the test is not taken at the scheduled time or 10 points will be deducted from the test grade. Alternate tests consist of essay questions or other format at the instructor's discretion. This course will include a final exam that counts 25% of your grade. Final exams must be taken at assigned time with no make-ups.

Academic dishonesty according to the Ranger College Handbook is defined as copying from another student's test paper or academic work, or collaboration with another person in preparing written work for credit. Students who commit any of these violations on first offense will be given a "0" on the test or assignment. Repeated offenses will go before the Dean of Students and most likely will lead to dismissal from the nursing program.

LAB – Tests are return demonstrations. Must have at least an "80" to pass on each procedure. Demonstration of the skills identified in the competency section will be evaluated to the satisfaction of the instructor.

### DEMONSTRATION/RETURN DEMONSTRATION IN CAMPUS CLINICAL LAB:

There will be approximately 12 lab demo/return demo skills during clinical labs. Essential technical skills will be demonstrated. You must be familiar with the principles (rationale) underlying the various procedure and skills to the particular unit of study. You will practice the procedures with supervision and may be required to give a return demonstration of the procedure to the instructor or designated assistant. Lab test with Demonstration test will be given in Lab. Lab passing grade is 80%. **If you fail lab you fail the class.** During lab you are still in class. If you leave the class/lab, you will be counted absent. If you feel the need for further practice of a skill, equipment for practice of procedure skills will be available to you.

Instructors reserve the right to require further practice of a skill if they deem it necessary. Please contact your instructor to arrange for supplies to be available and the lab to be accessible to you for additional practice regarding demonstration of the skills identified. Your competency will be evaluated to the satisfaction of the instructor/designated supervisor. This is your responsibility. You may be suspended from clinical if you have not preformed a procedure in lab in a timely manner.

Lab participation is mandatory for ALL students, for EACH campus clinical lab. You are not allowed to do any of the specified procedures in the clinical area until you have demonstrated reasonable proficiency of the procedure in the campus lab. Not all procedures require a return demonstration. Grading in the campus clinic is at 80%.

#### MAKE-UP OF CAMPUS CLINICAL LABORATORY

It is strongly urged that clinical labs are not missed. In case of genuine necessity for missing a lab, it is the student's responsibility to contact the instructor on returning to class and the instructor will assign a time for the make-up lab. It is also the student's responsibility to provide themselves with a lab partner for this lab.

## SKILLS

Week 1---Lecture #1 Chapters 2-5

Skill 16-1 P. 222 Hand Hygiene

Skill 21-1 P. 346 Temperature with electric thermometer

Skill 21-2 P. 348 Temperature with tympanic or temporal artery thermometer

Skill 21-3 P. 352 Radial Pulse

Skill 21-4 P. 353 Apical Pulse

Skill 21-5 P. 356 Respirations

Skill 21-6 P. 361 Blood Pressure

Week 2---Lecture #2 Chapters 6-10

Skill 22-1 P. 385 Physical Exam

Skill 22-2 P. 390 Neurological checks

Skill 37-1 P. 769 Applying antiembolism stockings

Step 22-1 P. 376 Weight

Step 22-2 P. 378 Visual acuity

Step 22-3 P. 379 Heart sounds

Step 22-4 P. 381 Lungs

Week 3---Exam #1 Chapters 2-10

Lecture #3 Chapters 11-12

Skill 20-1 P. 318 Unoccupied bed

Skill 20-2 P. 321 Occupied bed

Skill 19-1 P. 296 Bed bath and Peri Care

Skill 19-1 P. 300 Tub bath or shower

Skill 18-4 P. 277 Transfer to wheelchair

Skill 18-5 P. 281 Transfer to stretcher

Skill 18-6 P. 283 Ambulating and breaking fall

Skill 30-1 P. 586 Enema

Week 4---Lecture #4 Chapters 13 & 15

Skill 17-4 P. 253 Sterile gloves

Skill 17-3 P. 249 Opening sterile packs and preparing sterile fields

Skill 38-1 P. 790 Sterile dressing change

Week 5---Exam #2 Chapters 11-13 & 15

Lecture #5 Chapters 18-20

Skill 29-2 P. 556 Condom Catheter

Skill 29-3 P. 559 Catheterizing female

Skill 29-4 P. 563 Catheterizing male

Steps 29-2 P. 567 Removing catheter

Skill 27-2 P. 494 Inserting NG tube

Week 6---Lecture #6 Chapters 21-24  
Skill 28-7 P. 536 Tracheostomy care  
Skill 28-6 P. 533 Endotracheal/Tracheostomy suctioning  
Skill 28-5 P. 525 Nasopharyngeal suctioning  
Oral suction---begin at 2<sup>nd</sup> column, 2<sup>nd</sup> paragraph, thru P. 526  
Steps 35-1 P. 689 Preparing syringe  
Steps 35-2 P. 691 Withdrawing med from ampule  
Steps 35-3 P. 692 Withdrawing med from vial  
Steps 35-4 P. 694 Combining insulins  
Skill 35-1 P. 696 Intradermal injections  
Skill 35-2 P. 698 Subcutaneous injections  
Skill 35-3 P. 703 IM injections  
Steps 35-5 P. 709 Z track injections

Week 7---Exam #3 Chapters 18-24  
Lecture #7 Chapters 25-28

Week 8---Lecture #8 Chapters 29-32

Week 9---Exam #4 Chapters 25-32  
Lecture #9 Chapters 37-38

Week 10---Lecture #10 Chapter 39  
Medical-Terminology Exam

Week 11---Exam #5 Chapters 37-39  
Lecture #11 Chapters 40-41

Week 12---Lecture #12 Chapters 34-36

Week 13---Exam #6 Chapters 34-36 & 40-41

Week 14---Thanksgiving

Week 15---TBA

Week 16---Final Review

Week 17---Final Exam (exact date & time TBA)

## LAB

Week 1---Hand washing & Vital signs

Week 2---Physical Examinations & Applying antiembolism stockings (TED's)

Week 3---Making unoccupied bed, Making occupied bed, Bed bathing, Body mechanics  
AKA Ergonomics, Administering Enemas, & Making a surgical bed (demonstration)

Week 4---Sterile gloves, Sterile field, Sterile wound care

Week 5---Inserting foley catheter, Inserting nasogastric tube

Week 6---Suctioning, Tracheostomy care, & Injections (IM, ID, subcut, & Z tract)

PO & IV meds TBA