

**COURSE:** HNUR 2813 - PN LEADERSHIP & MANAGEMENT

**CRN:**

**CREDIT HOURS (Lecture/Lab/Total):** 1/1/2

**CONTACT HOUR (Lecture/Lab/Total):** 30/30/60

**INSTRUCTOR INFORMATION**

**Name:**

**Email:**

**Phone:**

**Office:**

**Office Hours:**

**Class Location:**

**COURSE DESCRIPTION:** This course presents the laws, rules and regulations which govern licensure to practice practical nursing in the state of Louisiana, including a review of the Louisiana Revised Statutes, Title 37, Chapter 11, Subpart II - Practical Nurses and LAC 46:XLVII.Nursing, subpart 1- Practical Nurses. Students are prepared for the NCLEX-PN licensure examination. It is designed to prepare the future LPN for compliance with the laws, to explain the procedures which facilitate necessary operations of the Louisiana State Board of Practical Nurse Examiners (LSBPNE) and to outline the obligations which accompany the privilege of service in health care. Legal responsibilities, confidentiality and ethical practice along with concepts of management and supervision are emphasized. Preparation for employment is introduced by evaluating job opportunities, compiling a resume, and outlining information essential to finding, applying for and terminating a job in the healthcare industry.

A study of common health problems and etiologies seen in nursing home residents, including safe administration of medications, selected acute illnesses, and typical health emergencies. In addition, a review of documentation requirements, health protection guidelines, and health promotion activities in long-term facilities are presented. Appropriate teaching of related diagnostic results in the elderly are summarized. The leadership/management role in the nursing home setting is outlined including the delegation of tasks to support staff. The course focuses on issues such as the relationship of management and quality improvement for care of the elderly in long-term facilities. In addition, the organization and structure of the nursing home and the function of various departments are included. The Louisiana Department of Health and Hospitals and the survey process is integrated throughout the course. Common legal and ethical issues encountered in long-term care facilities are discussed.

Utilizing a nursing process approach, the student will perform applicable practical nursing clinical skills to clients in geriatric care facilities under the supervision and at the discretion of practical nursing faculty. Critical thinking skills are encouraged while the student makes interdependent practical nursing decisions.

Students will perform in management and leadership roles in the facility and will administer medications to groups of residents comparable to industry’s entry-level expectations of a beginning practitioner. **This course includes a 30-hr clinical component.**

**PREREQUISITES:** Concurrent enrollment in, or successful completion of, HNUR 2410 – Practical Nursing III, and HNUR 2411 – Practical Nursing III Clinical.

## LEARNING OUTCOMES:

Theory:

Upon successful completion of this course with a minimum of 80% accuracy, the student will:

1. Complete the compilation of documents for a portfolio.

2. Define the appropriate content and use of a portfolio in various job interview situations.

3. Compile examples of a resume, cover letter and resignation letter following proper protocols.

4. Demonstrate entry-level understanding of the practical nursing role in collaboration with the health care team.

5. Describe the role of the licensing or certifying agency and the responsibility of the applicant for the NCLEX -PN exam.

6. Prepare application for licensing/certifying examination.

7. Describe the methods to obtain, renew and maintain the practical nursing license.

8. Compare and contrast the levels of discipline for misconduct related to the practice of practical nursing in Louisiana.

9. Discuss standards of practice for the licensed practical nurse (LPN).

10. Discuss principles of leadership, management and delegation related to the practice of professional and practical nursing in Louisiana.

11. Identify legal and ethical issues that relate to practical nursing.

12. Identify employment opportunities available to licensed practical nurses (LPN’s).

13. Identify expectations of employers.

14. Outline information essential to finding, applying, evaluating and terminating a job.

15. Identify professional organizations and their benefits.

16. Describe the benefits of continuing education.

17. Discuss current issues and future concerns for practical nursing and the nursing profession.

18. Demonstrate competence in all aspects of nursing as outlined by the NCLEX-PN test plan.

19. Explain the relationship between normal/abnormal anatomy and physiology of each body system discussed and the correlation to the diseases identified.

20. Identify therapeutic and modified diets related to the diseases identified.

21. Identify the purpose of the geriatric client’s laboratory tests and related teaching requirements, and the significance of lab values as they relate to pharmacological interventions for each body system discussed.

22. Demonstrate knowledge of the nurse’s role as manager in a long-term care facility.

23. Identify common health problems and etiologies seen in nursing home residents.

24. Identify and discuss commonly prescribed pharmacological agents used in the treatment of the various conditions or illnesses addressed.

25. Identify guidelines for safe administration of medications in the elderly.

26. Define the role of the practical nurse in leadership and management of care in the long-term care setting including the delegation of tasks to unlicensed support staff.

27. Discuss the organization and structure of the long-term care facility, quality improvement, legal and ethical issues.

28. Explain the purpose and process of the Louisiana Department of Hospitals survey of long-term care facilities and the role of the practical nurse.

29. Identify, discuss and demonstrate knowledge of required forms needed for resident admission into a long-term care facility, including Minimum Data Set (MDS) and 90L’s.

Clinical:

1. Demonstrate safe medication administration to groups of residents comparable to industry’s entry-level expectations of a beginning practitioner.

2. Identify typical health emergencies of the elderly and demonstrate appropriate nursing interventions.

3. Assess and analyze common mental health problems experienced by the elderly and determine appropriate interventions.

4. Demonstrate proficiency in management and delegation of responsibility to support staff.

5. Seek supervision from a clinical instructor for performing tasks in which the specific skill has not been verified by a clinical instructor.

6. Provide competent and safe practical nursing care appropriate to the level of training and education.

7. Identify abnormal reactions and changes in clients’ conditions, report these changes to the clinical instructor and appropriate staff, and accurately record these observations on the appropriate documents.

8. Demonstrate appropriate communication techniques in interacting with assigned clients, their support person, and the health care team, maintaining compliance with Health Insurance Portability and Accountability Act (HIPAA) regulations.

9. Assess biological, psychosocial, socio-cultural, spiritual needs, and/or developmental factors that influence health attainment.

10. Incorporate therapeutic interventions, collaboration as a member of the health team, rehabilitative/restorative care concepts, concepts of death with dignity, and the nursing process in nursing care.

11. Evaluate the effectiveness of nursing care rendered specific to the applied nursing interventions.

12. Document nursing activities in an appropriate manner as noted in the agency Policy and Procedure Manual.

13. Identify the purpose of client’s laboratory tests and related teaching needs to include pharmacological implications.

14. Demonstrate competency in completing all forms utilized by practical nurses in long term care facilities, including Minimum Data Set (MDS) and 90L’s.

15. Demonstrate responsibility, professionalism, and accountability with assigned clients by functioning within the Practical Nurse scope of practice as defined by the LA State Board of Practical Nurse Examiners.

**NOTE: students must pass both the theory and clinical components of this course with an 80% in each area in order to successfully complete the course and advance in the PN program.**

**ASSESSMENT MEASURES:**

Theory grades will be based upon unit examinations, quizzes, & written assignments. Clinical performance will be based upon clinical rubric located within the PN Handbook.

## TEXTBOOK/S:

Kurzen, Corrine.  *Practical/Vocational Nursing,* 8th edition.

ISBN: 9781496307644

**SUPPLIES AND EQUIPMENT: n/a**

**ATTENDANCE POLICY:** Class attendance is the responsibility of the student. All students must be officially enrolled in any course that they attend. It is expected that students attend all classes and be on time. If an absence occurs, it is the responsibility of the student for making up examinations, obtaining lecture notes, and otherwise compensating for what may have been missed. Students who stop attending class and do not officially drop, withdraw, or resign from the college may receive a grade of “F” for all coursework missed. Absences affect performance in this course and do not reflect well on participation. No student may substitute the attendance of another student.

## THEORY GRADING REQUIREMENTS: Grades will be weighted as follows:

Exams – 90%

Misc. (quizzes, assignments, projects, participation, etc.) – 10%

**Student must successfully complete both the clinical and theory component in order to obtain credit for the course.**

**GRADING SCALE:**

It is a requirement of the Louisiana State Board of Practical Nurse Examiners that PN students pass each unit of theory instruction with a score of 80% or better.

94-100 A

88-93 B

80-87 C

70-79 D

69 or below F

**Final grades will be not rounded.**

## CLINICAL GRADING REQUIREMENTS:

**CLINICAL EVALUATIONS**

Weekly clinical evaluations will be based on the following measurement criteria:

**Key for Value Points**  **Grading Scale**

4 = Frequently/Far Exceeds Minimum Standards 4 = Excellent A

3 = Frequently/Exceeds Minimum Standards 3 = Above Average B

2 = Usually/Meets Minimum Standards 2 = Average C

1 = Seldom/Below Minimum Standards 1 = Below Average D

0 = Never/Failure 0 = Failure F

Points will be assigned to each of the applicable categories on the clinical evaluation form. Total points for each day are then divided by the number of applicable categories. This indicates the grade for that day. (See Clinical Evaluation Guidelines).

**For reporting purposes, the final clinical grade will be recorded as “S” for Satisfactory (“C” and above) or “U” for Unsatisfactory (below “C”)**

**GRADING SCALE:**

It is a requirement of the Louisiana State Board of Practical Nurse Examiners that PN students pass each unit of clinical with a Satisfactory.

**ACADEMIC INTEGRITY AND CONDUCT:** Students are expected to maintain the highest standards of academic integrity. Behavior that violates these standards is not acceptable. Plagiarism, cheating, and other forms of academic dishonesty are prohibited and are subject to disciplinary actions established in the Student Code of Conduct. The instructor reserves the right to assign a grade of “F” on any type of assignment or examination based on evidence that the student has violated the Student Code of Conduct.

**STUDENT BEHAVIOR/CLASSROOM DECORUM:** Students are encouraged to discuss, inquire, and express during class. Classroom behavior that interferes with either the instructor’s ability to conduct the class or the ability of students to benefit from the instruction is not acceptable. Students are required to turn off all cell phones or similar electronic devices (or place them on silent mode) before coming into the classroom. The instructor reserves the right to assign no credit for work on that day if a student talks or texts on a cell phone or similar electronic device. The classroom is not a place for children, and students are not to bring their family members into the classroom.

**DISABILITY CODE:** If you are a qualified student with a disability seeking accommodations under the Americans with Disabilities Act, you are required to self-identify with the Student Affairs. No accommodations are granted without documentation authorized from Students Affairs.

**WITHDRAWAL POLICY:** The last day to withdraw from a course or resign from the college is **\_\_\_\_\_\_\_\_\_\_\_\_\_**. If you intend to withdraw from the course or resign from the college, you must initiate the action by logging into LoLA. The instructor will not withdraw you automatically.

**COMMUNICATION POLICY:** My.NorthshoreCollege.Edu is the official student email communication within Northshore Technical Community College. Therefore, the College has the right to send communications to students via their College email address and the right to expect that those communications will be received and read in a timely fashion. Every student is assigned a My.NorthshoreCollege.Edu. Students can redirect their College email address to an outside email provider. However, the College is not responsible for handling outside email providers, and redirecting their College email address does not absolve a student from their responsibilities associated with communication sent to their official College email address.

**COPYRIGHT POLICY:** Unless a student has obtained permission from the copyright holder, it is a violation of Copyright Law to print or photocopy chapters from a textbook that the student did not purchase. If the course requires the use of an electronic textbook, a student must look for a statement that allows for photocopying and/or printing of the eTextbook.

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