1. Check the roll sheet regarding spelling of names, etc.
2. Refer to your nursing handbook for additional information regarding the nursing program and requirements for students.
3. Office hours are posted on the instructor’s door. While most of the time a student is able to discuss issues with me by just stopping by, at times an appointment will need to be made due to time constraints.
4. Refer to your handbook and syllabus regarding absences, as well as, absences during test days.
5. If you are going to miss a clinical, beep your clinical instructor or call by cell phone depending upon the instructor’s preference and call the facility before the beginning of the clinical. Failure to do so will result in a “U” for the clinical day. You will be required to make up any clinical time that you miss. Work: you may certainly work as needed except the shift before clinical. For example: if the clinical is evening shift, you may not work day shift before coming. Please refer to your handbook. Any clinical time missed will be made up before the end of the semester or a grade of “I” will be received for the course. Failure to complete the requirements necessary for the “I” or incomplete to be changed by the next semester will result in a failing grade for the course. Make up clinical will be performed at a site, date, and time that will work with an instructor’s schedule and may not necessarily be at the site, date, and time that the student is accustomed to attending clinical.
6. If you are having difficulty with the course work, please make an appointment with the instructor to discuss different strategies for success. Arranged seating during testing is at the discretion of the instructor. Tape recording is allowed during lecture time. Cell phones must be off during class and/or testing. You may not receive phone calls during a test or during class.
7. A non rounded theory grade of 75 is required in order to be eligible for the final exam. The theory grade is based on the unit exam average. The final exam is a cumulative exam. Case studies that you are required to do this semester: thyroid disorders, Parkinson’s Dz, Inflammatory Bowel Dz, HIV, DVT, Diabetes Mellitus I, COPD, CHF, and BPH. You may take the case studies as many times as you wish until a 100 is achieved. Case study points will not be added until the student has a non rounded 75 between the final exam and unit exam grade. Please refer to your syllabus regarding grading.
8. During the physical assessment clinical at Chipola College, bring your stethoscope and physical assessment book. You will be in clinical from 0800-1700. You may wear street clothes or blue scrubs. An outside assignment will be provided to the students with this clinical and must be completed by the date noted on the lecture calendar. Failure to complete the outside assignment will result in an incomplete for the course. Failure to make up the incomplete in the next semester will result in a failing course grade.
9. Please note the clinical rotation schedule going around for information regarding your clinical.
10. Students will be required to attend three outside observation clinical areas. The observations will be set up by the student at a place of their choosing (not at a nursing home, OB/GYN, pediatrician office, or the facility where you work). The lecture instructor must sign (initial) your observation sheet before you attend the observation clinical or credit will not be given for attending. These observation days are for the entire shift and not part of the shift (7 hours each not including your lunch break). Observation forms are on the health science page and must be signed by someone in the outside observation site with the time of start and finish noted and turned in to the instructor providing lecture at the next class period. All observation hours must be completed by the date noted on the lecture calendar. Failure to complete observation hours with proof will result in an incomplete for the course. Failure to make up the incomplete in the next semester will result in a failing course grade.

11. Clinical behavior: remember handbook rules regarding appearance. Please do not wear multi-colored underwear, thongs, etc. that can be visible through a white uniform. The only time you are allowed to give meds or perform a procedure is with the instructor’s knowledge. If you are leaving the floor for any reason, your instructor and nurse must know where you are going. If a student comes to clinical and they are not ready, no name tag, inappropriate uniform, etc. they will be sent home and receive a “U” for the clinical day.

12. You will receive your assignment the day of the clinical. Please bring all equipment needed, including books, to look up medications and treatments. Clinical behaviors regarding proper medication administration will be discussed by the clinical instructors.

13. At post-conference be prepared to discuss your patient as you would at an end of shift report, as well as, two nursing diagnoses. The medical surgical book is an excellent source for reviewing of diseases and common nursing diagnoses. If you are in my clinical group on Thursdays, your care plan is due to me on Monday mornings by class time.

14. Students will have an outside computer assignment in the computer lab. Select a computer in the computer lab that has Immersion noted on the mouse, click on programs, then specific clinical applications, and finally clinical experiences. You will be required to perform 2 case studies from more than one area of physical assessment. A simple write up including: body system, age of patient, and diagnosis will need to be turned in for each case study. The assignment must be turned in to the instructor providing lecture by the date noted on the calendar to receive credit for the clinical hours. Failure to complete the assignment will result in an incomplete for the course. Failure to make up the incomplete in the next semester will result in a failing course grade.