

**PN 209 NURSING PRACTICE IV:****COMPREHENSIVE PRACTICE***7 credits, 270 Hours***PRACTICAL NURSING IV: COMPREHENSIVE PRACTICE \*          Semester IV**

This final practice experience provides the opportunity for students to demonstrate practice readiness and the integration and consolidation of knowledge, skills, attitudes, and judgments. Students will apply learned competencies in a clinical experience in a six-week, preceptored clinical practice, assuming the roles of a graduate practical nurse. Students are expected to demonstrate evidence of their competency development and to perform in an accountable, responsible, ethical and safe manner in their assigned clinical placement setting.

**Instructor**

Fatima Legrou

CC187I

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[Fatima.legrou@keyano.ca](mailto:Fatima.legrou@keyano.ca)**Office Hours***Mond-Thursday : 0830-1600***Pre-requisites:**

Successful completion of all previous courses, Alberta Health Services mandatory certifications, CPR Level C for Health Care providers, Clear Police Information Check and Vulnerable Sector check, up-to-date immunizations

**Course Outcomes**

Upon successful completion of the course, the student shall be able to:

1. Model professional attitudes, judgments and ability in the practice setting.
2. Apply the concepts of healthy living to maintain personal and professional well-being in the practice setting.
3. Integrate concepts from the arts, sciences, social sciences and nursing foundations into a developing professional practice.
4. Describe the role of the practical nurse and interdisciplinary team in providing nursing care to the adult client.
5. Perform appropriate client assessments, interpret the significance of findings and identify priority nursing diagnosis related to nursing care for the adult client in the practice setting.
6. Plan safe, effective, competent and holistic nursing care for the adult client based on analysis of available data and evidence- informed practice guidelines in the practice setting.
7. Perform safe, effective, competent and holistic nursing interventions to optimize adult client strengths, achieve expected health outcomes, and promote wellness in the practice setting.
8. Evaluate the outcomes resulting from nursing and healthcare interventions, and adjust priorities and the plan of care as required in the practice setting.
9. Apply knowledge of documenting, reporting, and recording of pertinent client information.
10. Communicate effectively and accurately, and work collaboratively with the Interdisciplinary team, instructor and preceptor in the practice setting.
11. Demonstrate appropriate therapeutic communication techniques to establish the nurse-client relationship in the practice setting.
12. Apply principles of teaching and learning and health promotion to nursing care and to client teaching.
13. Integrate knowledge of self-regulation, critical inquiry and clinical judgment, leadership, cultural competence, teamwork, reflection, and continuous learning and competency development into developing practice.
14. Apply knowledge of governing regulation/legislation and ethics related to the provision of nursing care.
15. Integrate research findings that support evidence-informed practice in the delivery of nursing care and in the acute care setting.
16. Contribute to a culture of safety within the practice settings as it relates to nursing.

### **Instructional Methods**

This is a preceptor supervised clinical practice course. The course activities will include nursing care of assigned clients in the acute-care setting. Other activities may include nursing rounds (conferences), professional development activities, and discussions. These activities provide the opportunity for learners to learn with and from others in the nursing practice setting.

The course emphasizes pre-clinical preparation, participation in nursing care of clients, and post-clinical reflection and review. You are expected to take an active part in clinical discussions and take responsibility for your own learning. The preceptor's role is to supervise nursing practice and to facilitate learning.

### **OVERVIEW OF LEARNING EXPERIENCES**

#### **Clinical Practice**

In order to pass PN 209: COMPREHENSIVE PRACTICE, students must demonstrate safe, knowledgeable, ethical nursing practice, professional behavior, and complete the specified learning experiences.

**See APPENDIX A for Clinical Standard Practices**

**Components of this continuous 6-week experience will include:**

1. A scheduled nursing practice experience each week in the clinical setting. Clinical practice will take place for 6 weeks between March 8 and May 6, 2021. Clinical rotation will include eight (8) or twelve (12) hour day shifts each week. (Please see timetable). Students will be preceptored with a licenced practical nurse and will follow their schedule for the required hours.
2. Complete Reflective Journaling Assignment to demonstrate written reflection of nursing practice.

If a student is absent from the clinical setting due to illness or for other reasons the following must occur:

- The student will contact their assigned unit;
- The student will contact The Nursing Office at 791-4889 and leave a message;
- The individual instructor and preceptor will advise students if and how they wish to be contacted, including the number; and
- The Instructor may advise the student to contact the Keyano College Nurse at 791-4808.

Students not following these requirements will be considered absent without leave and abandoning their patients this may result in clinical failure

## OVERVIEW OF COURSE ASSESSMENT

Clinical practice courses are graded as **pass** or **fail**.

To receive credit in Nursing Practice IV: Comprehensive Practice, the learner must complete all course requirements which include reflective journaling and a passing grade on the final evaluation. A passing grade means that the student was able to satisfactorily meet all expectations in the course. Course credit will not be given if only parts of the course have been completed.

### DISTRIBUTION OF MARKS

WRITTEN ASSIGNMENTS		
Reflective Journaling	Written reflection of nursing practice	Pass/Fail
CLINICAL PRACTICE EVALUATION		
	Integration of nursing knowledge and application of nursing skills. Learner must satisfactorily meet all evaluation expectations.	Pass/Fail
	<b>Total</b>	<b>Pass/Fail</b>

### PASSING LEVEL AND GRADING SCALE

This is a nursing practice course. A learner must be proficient in the integration of nursing theory and application of nursing skills in a practice setting.

Learners must receive a **pass** grade on the written assignment and successfully demonstrate nursing skills in the nursing practice setting to receive a passing grade.

Refer to the Practical Nurse Program Handbook for information regarding grading scale, extensions, and other program standard practices.

### Important Additional Information

All students must have the following prior to attending any nursing practice course:

- Alberta Health Services mandatory certifications
- Up-to-date immunizations
- Criminal Record Check completed CPR Level C for Health Care Providers

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**Note to all learners:** *It is the learner's responsibility to retain course outlines for possible future use in support of applications for transfer credit to other educational institutions.*

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## COURSE ASSESSMENT

### 1. Reflective Practice

Self-reflection is a requirement for continuing competency of the practical nurse. The purpose of this assignment is to assist you to reflect on your nursing practice. Through reflective practice you will

demonstrate self-reflection by recognizing your own learning, goals, strengths and areas for improvement.

You will submit reflections in each of the nursing practice courses. These submissions are a requirement of this course and must achieve a satisfactory rating to receive a **pass**. Use the following to guide your reflective journaling. Attached is a marking guide that will be used by your instructor to evaluate your submissions.

## Reflective Journaling

**Due Date: Following each block of clinical shifts**

### GUIDELINES

- The reflective journal will be reviewed by the instructor. Due dates for submission will be determined by your instructor.
- The journal may be handwritten but must be legible.
- Submission format may vary based on instructor preference or clinical group decision (i.e., may be done through online discussions, group discussion, with the use of concept maps or traditional journaling).
- The journal must be completed as assigned in order to receive a **pass** grade in the course.
- See **APPENDIX C** for marking guide.

### REFLECTIVE PRACTICE CRITERIA

#### Description

Choose a significant situation or event that occurred this week in clinical practice.

- Describe this situation in detail, relating it to your own practice.
- What was going on? What happened?
- How did the client, family or staff respond? (Use only initials to maintain confidentiality.)
- What was your role in this situation?

#### Reflection

Reflect on the situation as it happened.

- What were your feelings and thoughts about the situation?
- What did you do? How did you feel about what you did? Why?
- What were the important elements of the event? What preceded the event and what followed it?

#### Analysis

Analyze the situation.

- What went well? What did you find difficult?
- Integrate what is known from nursing theory and related courses. Use your nursing textbooks or other professional resource to interpret this situation and expand your understanding of the event.
- Identify the course learning outcomes that apply to this situation. What have you learned?
- How does this experience compare to other situations in which you have been involved?

## Evaluation

Evaluate the situation.

- What did you learn from this situation?
- What would you do differently in the future?
- What should you be aware of if this situation occurs again?

Your instructor will read the entries and write comments to help focus and guide you throughout your practice. The entries will remain confidential.

## 2. Student Evaluation

**Due Date:** Booked individually

**Midterm Completed at end of third block of clinical**

**Final** On final day of practicum

## Student Assessment/Evaluation

Assessment of your performance is based on satisfactory preparatory work and successful delivery of client care. Throughout these clinical practice courses, your instructor/preceptor will provide you with both verbal feedback and written feedback (anecdotal notes) on your clinical performance. Feedback will be provided on a weekly basis. Feedback may be provided more frequently if required. These notes are used to support comments and performance ratings of your midterm and final evaluations.

Student concerns should be discussed directly with the instructor if the outcome is unsatisfactory. If necessary, concerns can be submitted in writing to the program supervisor, and a copy must be given to the instructor.

The clinical practice evaluation will be completed by your instructor and preceptor. You will be A midterm and final evaluation will be completed. Each evaluation will be discussed with you during a meeting with your instructor and preceptor. See **APPENXIX D** for Expectations of Students

Students must consistently meet minimal safe practice. Examples of minimal safe practice are as follows:

The student:

- Is punctual for all scheduled clinical activities (pre/post conference, report)
- Can discuss assigned client's pathophysiology and related symptoms in his/her own words
- Correctly selects a high-priority nursing diagnosis and discusses at least two interventions that are supported by evidence-based practice
- Demonstrates correct medication and intravenous administration including calculations and safe dosages; can communicate actions, side effects, and nursing implications
- Demonstrates beginning psychomotor skills appropriate to practice setting
- Maintains asepsis and standard precautions
- Reports to appropriate parties (RN, instructor, preceptor) regarding all client care and changes in client condition

- Documents in a timely manner and according to current nursing practice within the practice setting
- See **APPENDIX E** for marking guide.

### **CLPNA Competencies**

- A: Nursing Knowledge
  - B: Nursing Process
  - C: Safety
  - D: Communication and Interpersonal Skills
  - E: Nursing Practice
  - T: Occupation Health and Safety
  - U: Medication Administration
  - V: Infusion Therapy
  - W: Professionalism
  - X: Leadership
- In addition to those listed and depending upon the clinical placement, the following competencies may also be addressed in addition:*
- F: Respiratory Care
  - G: Surgical
  - H: Orthopedics
  - I: Neurological/Neurosurgical
  - J: Cardiovascular Nursing
  - K: Maternal/Newborn Care
  - L: Pediatrics
  - M: Mental Health Nursing
  - N: Emergency Nursing
  - O: Gerontology Nursing
  - P: Palliative Care
  - Q: Rehabilitation
  - S: Oncology

The following CLPNA competencies are learned throughout the program:

Refer to [www.clpna.com](http://www.clpna.com) for references **E-Learning**

### **Proposed Schedule**

**Please follow your preceptor schedule**

### **Please Note:**

Date and time allotted to each topic is subject to change.

## Performance Requirements and Student Services

### Student Responsibilities

It is your responsibility as a student to contact the Office of the Registrar to complete the forms for Withdrawal or Change of Registration, and any other forms. Please refer to the list of important dates as noted in the Academic Schedule in the [Keyano College credit calendar](#). The Keyano College credit calendar also has information about Student Rights and Code of Conduct. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies.

### Student Attendance

Class attendance is useful for two reasons. First, class attendance maximizes a student's learning experience. Second, attending class is a good way to keep informed of matters relating to the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course.

It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and notes that may be due.

### Academic Misconduct

Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:

- Plagiarism or the submission of another person's work as one's own;
- The use of unauthorized aids in assignments or examinations (cheating);
- Collusion or the unauthorized collaboration with others in preparing work;
- The deliberate misrepresentation of qualifications;
- The willful distortion of results or data;
- Substitution in an examination by another person;
- Handing in the same unchanged work as submitted for another assignment; and
- Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies.

In order to ensure your understanding of the concept of plagiarism, [you must successfully complete the online tutorial found on \[ilearn.keyano.ca\]\(http://ilearn.keyano.ca\). Then print the certificate, sign it, and show it to each of your instructors.](#) Your course work may not be graded until you show this signed certificate.

### Specialized Supports

The Student Services Department is committed to Keyano students and their academic success. There are a variety of student supports available at Keyano. Due to the continuing situation with the Covid-19 pandemic, the offered support services will be implemented through a model to respond to the restrictions in force at the time. In-person and virtual services will be offered. All Alberta Health Services guidelines will be followed for in-person appointments—wear a mask, maintain two meters of physical distance, use hand sanitizer, and stay home if you are unwell.

All student services are available during Keyano business hours: Monday to Friday, 8h30-16h30. The College is closed for statutory holidays. If you require support outside of regular business hours, please inform the support service team, and we will do our best to accommodate your needs.



**Accessibility Services:** provides accommodations for students with disabilities. Students with documented disabilities, or who suspect a disability, can meet with a Learning Strategist to discuss their current learning barriers and possible accommodations. Students who have accessed accommodations in the past are encouraged to contact us to request them for the semester. Please note that requesting accommodations is a process and requires time to arrange. Contact us as soon as you know you may require accommodations. For accessibility supports and to book an appointment, please contact [accessibility.services@keyano.ca](mailto:accessibility.services@keyano.ca).

Accessibility Services also provides individual and group learning strategy instruction for all students, as well as technology training and supports to enhance learning. Meet with a Learning Strategist to learn studying and test-taking strategies for online classes. Schedule an appointment with the Assistive Technology Specialist to explore technology tools for learning. Book an appointment today by emailing [accessibility.services@keyano.ca](mailto:accessibility.services@keyano.ca)

**Wellness Services:** offers a caring, inclusive, and respectful environment where students can access free group and individual support to meet academic and life challenges. Mental Health Coordinators offer a safe and confidential environment to seek help with personal concerns. Students may access services virtually and in-person.

Wellness Services welcomes students to participate in any of the group sessions offered throughout the academic year addressing topics including mindfulness and test anxiety.

Individual appointments can be made by emailing [wellness.services@keyano.ca](mailto:wellness.services@keyano.ca).

**Library Services:** provides students with research and information supports as they engage in their studies. Library staff are available to support you both online and in-person throughout the semester. For a detailed list of library supports and services, go to [www.keyano.ca/library](http://www.keyano.ca/library). For all inquiries, please email [askthelibrary@keyano.ca](mailto:askthelibrary@keyano.ca) or chat with us online.

Begin your research with the [Library's FIND page](#). Search for information and sources for your assignments using the OneSearch, the Library's Catalogue, or by searching in a specific database selected from the [A-Z Database List](#).

Individual support with us is available. For support with citations, research and other information needs, appointments can be booked using the online [Book A Librarian Calendar](#). For support with Moodle, educational tools for assignments, Microsoft Office, Zoom, Teams and more, book an appointment using the online [Educational Technology Support Calendar](#).

Research and subject guides are helpful resources when beginning your research, assignment, using new educational technology, or addressing other information needs. To view a subject or course-specific guide, check out the complete listing of online [Subject Guides](#).

To access additional research resources, including Citation Guides (APA, MLA, Chicago, or IEEE), go to the [Research Help Library page](#).

The Loanable Technology collection is available to support students in their learning pursuits, whether online, in person or both. Items available for borrowing include mobile projectors, webcams, noise-cancelling headphones, Chromebooks, and laptops. For an up-to-date list of technology available for borrowing as well as support available, go to the Library's [Loanable Technology webpage](#).

**Academic Success Centre:** The Academic Success Centre is a learning space in the Clearwater Campus (CC-119) at Keyano College. Students can gather to share ideas, collaborate on projects, get new perspectives on learning from our Academic Content Specialists, or use the Centre's educational resources. The Academic Success Centre provides academic support services to students registered in credit programs at Keyano College in the form of individual tutoring, writing support groups, facilitated study groups, workshops, and study space. Services are **free** to Keyano students.

Academic Content Specialists are available in the areas of Math, Science, Human Services, and English/Humanities. This covers all courses offered at Keyano. The Academic Success Coach can also be found in the Academic Success Centre.

For the most up to date information on how to book a session, please view [the Keyano Academic Success Centre homepage](#).

**Academic Integrity:** The goal of the Academic Success Centre is to foster a student's ability to learn effectively and independently. Students registered at Keyano College are welcome to drop by the Centre to visit with any of our Academic Content Specialists to discuss their academic concerns.

**Availability:** Monday to Friday: 8:30 a.m. – 4:30 p.m. Flexible times may be available upon request. Virtual and in-person sessions, please email to get in contact with our Academic Content Specialists. For the most up to date information on how to book a session, please view the [Academic Success Centre homepage](#).

**Academic Success Coach:** offers you support and access to resources for your academic success to help you to find the Keys to your Success. The Academic Success Coach will work with you to develop an academic success plan, develop your study and time management skills, and connect you with the right resources here at Keyano. [Academic.success@keyano.ca](mailto:Academic.success@keyano.ca) is the best way to access resources during blended service delivery. The Academic Success Coach is located in the Skill Centre in CC-119 at the Clearwater Campus.

### E-Learning

Technology and internet will impact your online learning experience. It's important that you can watch an online video and other course materials, take online quizzes and participate in a live class with your instructor and other students. Live/virtual classes will be hosted in Microsoft Teams or Zoom.

For all course delivery types, you will access your course resources on Keyano's learning management system, **Moodle (iLearn)**. Login in using your [Keyano username and password](#).

Keyano College operates in a Windows based environment, and having the correct tools for online learning is important. Here's a list of recommended system requirements.

### Internet Speed

Minimum Internet speeds of 10 Mbps.

Recommended Internet speeds of 25 Mbps (especially if you are sharing your internet at home).

Check your internet speed with [Fast.com](#).

**System requirements:**

Microsoft Windows	Apple
<p><b>Minimum Requirements:</b></p> <p>A Windows 10 <b>computer/laptop</b></p> <ul style="list-style-type: none"> <li>· Minimum 4GB of RAM.</li> <li>· 10GB+ available hard drive storage.</li> <li>· Enough available hard drive space to install the Microsoft Office suite (approximately 3GB). <u>Microsoft Office</u> software is free to all Keyano students and employees.</li> <li>· Microphone, webcam and speakers. A headset with a microphone is recommended.</li> <li>· System updates must be regularly installed.</li> <li>· Anti-Virus / Anti-Malware software</li> </ul>	<p><b>Minimum Requirements:</b></p> <p>A Macintosh (V10.14 and above) <b>computer/laptop</b></p> <ul style="list-style-type: none"> <li>· Minimum 4GB of RAM.</li> <li>· 10GB+ available hard drive storage.</li> <li>· Enough available hard drive space to install the Microsoft Office suite (approximately 3GB). <u>Microsoft Office</u> software is free to all Keyano students and employees.</li> <li>· Microphone, webcam and speakers. A headset with a microphone is recommended.</li> <li>· System updates must be regularly installed.</li> <li>· Anti-Virus / Anti-Malware software.</li> </ul>
<p><b>Recommended Requirements</b></p> <ul style="list-style-type: none"> <li>· 8GB of RAM</li> <li>· A method of backing up/synchronizing to local or cloud-based storage such as OneDrive is highly recommended. This is included if you complete the setup of KeyanoMail and download MS Office using your Keyano email for free.</li> </ul>	<p><b>Recommended Requirements</b></p> <ul style="list-style-type: none"> <li>· 8GB of RAM</li> <li>· A method of backing up/synchronizing to local or cloud-based storage such as OneDrive is highly recommended. This is included if you complete the setup of KeyanoMail and download MS Office using your Keyano email for free.</li> </ul>
<p>Chromebooks are <b>not</b> recommended as they are not compatible with testing lockdown browsers.</p> <p>A Microsoft Surface or iPad or iPad Pro may be possible alternatives in some program areas.</p>	

**Specific Department Requirements:**

Business and OA programs require Windows 10.  
 Other programs may utilize Windows based tools as well.

**Computer Software**

Students will be able to get access to Microsoft Office 365 for free using Keyano credentials by [clicking here](#).

**Recording of Lectures and Intellectual Property**

Students may only record a lecture if explicit permission is provided by the instructor or by Accessibility Services. Even if students have permission to record a lecture or lecture materials, students may not share, distribute, or publish any of the lectures or course materials, this includes any recordings, slides, instructor notes, etc. on any platform. Thus no student is allowed to share, distribute, publish or sell course related content (instructor, or students) without permission. It is important to recognize that the Canadian Copyright Act contains provisions for intellectual property.

The [Academic Integrity Policy](#) provides additional information on Keyano College's expectations from students as members of the intellectual community.

**ITS Helpdesk**

If you are having issues with your student account, you can contact the ITS Helpdesk by emailing [its.helpdesk@keyano.ca](mailto:its.helpdesk@keyano.ca) or calling 780-791-4965.