ARKANSAS TECH UNIVERSITY

DEPARTMENT OF NURSING

NUR 4903

SYNTHESIS OF CLINICAL
AND THEORETICAL NURSING

Fall 2020

STATEMENT OF UNDERSTANDING

I have read and understand the syllabus and understand the requirements for **NUR 4903, NUR 4606 and NUR 4804**.

Specifically, in **NUR 4903**, I understand that I will:
- Take four Predictor/Exit exams during the semester and receive a grade based on the score that I make.
- There will be a review and remediation requirement after each exam. It is my responsibility to remediate each test and audits of remediation will be conducted by Level IV faculty.
- I understand that I must pass one of the four Exit/Predictor exams with the score set by the Department of Nursing.
- I understand that for the last exit exam of the semester, there is a cutoff score that must be met EVEN if I have already passed an Exit/Predictor exam earlier in the semester.
- If I <u>fail to pass one of the four exams or do not make the cutoff score on the last exam</u>, I understand the following will be required:
    - I will be required to take additional Exit/Predictor exams until a passing score is met. Passing score is set by the Department of Nursing.
    - I must wait a minimum of one week between testing attempts to allow for remediation.
    - I will be responsible for **all fees** associated with continued testing.
    - I will not be released to the State Board of Nursing to sit for NCLEX until I have met the testing requirements.
    - **I understand that failure to pass an exit exam will result in a 75% in NUR 4903, regardless of the current grade in the course**.
- I understand that it is **required** that I attend a live NCLEX review course as part of NUR 4903. I understand that I will not receive a grade for NUR 4903 until this requirement is met. I also understand that the Kaplan Review Course has been paid through tuition fees and is offered at the end of the semester, on ATU campus (or virtual); however, I can choose to attend another review course. I will be responsible for all fees associated with the review course of my choice and must supply proof of attendance to the Level IV Coordinator, prior to grades being due to the registrar office, to be given credit for attendance. (*Attendance is defined as attending ALL sessions and completing ALL assignments associated with the NCLEX Review Course*)
- I understand that there is a **NO Cell Phone, Electronic Smart Watch/Activity Monitor policy** during testing in Upper Division. This includes paper/pencil testing, test review, cooperative testing, and computer testing. If I am discovered with having a cell phone, electronic smart watch/activity monitor on my person, **this will be considered a violation of the Academic Honesty Policy**. If faculty discover that I have my cell phone, electronic smart watch/activity monitor with me during a unit exam/cooperative testing or unit exam review, I will **receive a 0 for the test grade**. If faculty discover I have my cell phone, electronic smart watch/activity monitor during an exit exam, I will **receive a D for NUR 4903 Synthesis course**.
- I understand that it is part of the University Academic Honesty Policy and the ATU Department of Nursing Academic Honesty Policy that I do not share my remediation materials, test blue prints, or any other item to other students in my level or levels below me that would give them an advantage on unit test, assignments, standardized testing, or exit exams. I understand that failure to uphold the Academic Policy can result in removal from the ATU DON program.

_____	_____
Student Signature	Date

**Electronic signature required online in 4903 course shell via quiz completion with score of 100%.

ARKANSAS TECH UNIVERSITY
Department of Nursing

Course Number: NUR 4903

Course Title: Nursing Synthesis

Credit Hours: 3 Semester Hours

Contact Hours: 72 Hours Preceptorship + 58 Hours NCLEX Review

Placement: Level IV Senior Year

Faculty:

Carey Ellis Laffoon, DNP, FNP-BC   Jennifer Helms, PhD, RN
Level IV/Course Coordinator   Professor of Nursing
Associate Professor of Nursing   Dean Hall, Dean 126E
Dean Hall 126a (Hours posted)   Office: 479-964-0538 Ext 4661
Office: 479-964-0538 Ext 4658   Cell: 479-857-2328
Cell: 479-747-2640   jhelms@atu.edu
cellislaffoon@atu.edu

Course Description/Catalog Description:

Synthesis of clinical and theoretical nursing knowledge occurs throughout the course.
Students are expected to use all previously learned clinical knowledge in the management
of a diverse client population for which they are planning and providing a full range of
needed health care. Theory and clinical application of nursing knowledge must be
integrated in order to prioritize, delegate, and ensure the delivery of comprehensive
health care to clients in a variety of institutional and community based settings. Students
work closely with designated professional nurse preceptors and faculty in carrying out
these learning activities.

Required Textbooks:

Each student must have at least **ONE** NCLEX review/prep book. The student may choose
which book to purchase. The Kaplan NCLEX Review book is already provided at no
additional fee to the student.

Justification/Rationale for the Course

By the completion of this course the student will progress toward student learning outcomes 1, 2, 3, 4, and 5.

This upper division professional nursing course provides opportunities for the student to apply knowledge and skills from the general education component and from nursing courses to the care of individuals, families and community.

Course Objectives:

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

1. Function as a safe, competent, self-directed professional nurse.
2. Provide theory based therapeutic nursing to provide promotive, restorative, and supportive care to patient, family and community.
3. Collaborate with interprofessional health care teams in caregiving, communicating, teaching, advocating, and managing diverse patient populations in a variety of health care settings.
4. Integrate critical thinking processes and evidence-based findings in their practice to enhance overall delivery of care.
5. Utilize research strategies and informatics to continuously monitor and improve the quality and safety of clinical practice.
6. Value lifelong learning and pursuit of higher education.
7. Achieve educational goals and professional goals.
8. Synthesize professional nursing roles and incorporates professional nursing behavior in providing holistic nursing care to patients of all ages.
9. Collaborate with faculty to achieve a National norm score on a standardized test.
10. Transition from the academic to the professional world through career preparation and pre-professional development.

Discrimination Statement:

Arkansas Tech University does not discriminate on the basis of color, sex, sexual orientation, gender identity, race, age, national origin, religion, veteran status, genetic information, or disability in any of our practices, policies, or procedures. If you have experienced any form of discrimination or harassment, including sexual misconduct (e.g. sexual assault, sexual harassment, stalking, domestic or dating violence), we encourage you to report this to the institution. If you report such an incident of misconduct to a faculty or staff member, they are required by law to notify Arkansas Tech University's Title IX Coordinator and share the basic fact of your experience. The Title IX Coordinator will then be available to assist you in understanding all of your options and in connecting you with all possible resources on and off campus. For more information please visit: http://www.atu.edu/titleix/index.php.

Disability/Special Accommodations:

Arkansas Tech University values diversity and inclusion and is committed to a climate of mutual respect and full participation of all students. My goal is to create a learning environment that is useable, equitable, inclusive and welcoming. If there are aspects of the instruction or design of this course that result in barriers to your inclusion or prevent an accurate assessment of your achievement, please meet with me privately to discuss your needs and concerns. You may also contact the Office of Disability Services, located in Doc Bryan Student Center, Suite 141, in person, via phone at (479) 968-0302 or TTY (479) 964-3290, via email at disabilities@atu.edu, or visit their website at https://www.atu.edu/disabilities/index.php in order to initiate a request for accommodations.

Evaluation:

1. Grading Scale:
   A = 90 - 100
   B = 80 - 89
   C = 75 - 79
   D = 68 - 74.99
   F = 67 and below
   I = Incomplete: All requirements not met.

2. A grade of "C" or above must be achieved in every nursing course in order to progress in the nursing program.

3. A grade of "I" may be recorded for a student whose work is incomplete due to circumstances beyond the student's control. The student must take responsibility for removal of the "incomplete" grade according to Arkansas Tech University's catalog requirements.

4. All required assignments are due as indicated by faculty. Assignments and due dates are posted on Blackboard. Students are responsible to make sure they are correctly enrolled in Blackboard by the first day of classes. Other course announcements may be posted as needed to Blackboard. **The grade for late work will be lowered one letter grade for each late day.**

5. Course Grade
   Preceptorship **50%**
       a. Original Written Objective (5%)
       b. Application of Research (15%)
       c. Accomplishment and Documentation of Objectives (20%)
       d. Preceptorship Evaluation (10%)
   NCLEX Predictor/Exit Exams **50%**
       a. Kaplan Predictor (10 %)
       b. HESI I (10 %)
       c. Kaplan Predictor (15 %)

    d.   Kaplan Predictor (15 %)

Professional Portfolio /Assignments…………………………**Pass/Fail**

Failure to pass an exit exam by the 4ᵗʰ attempt = 75% in the course

6. The student is required to pass the NCLEX-RN Exit Exam.

   The student is allowed **four** attempts to pass an exit exam (Three Kaplan Predictors and one HESI Predictor exam are paid for within tuition). All four test will be taken by each student. Each test score will be converted to a percentage and entered as a test grade. **All students are expected to review their exam results and remediate on weak areas prior to the next exam.**

   If a passing score is not achieved on the 4th attempt, **the student will receive a 75% in the course and will not be released to the State Board of Nursing until a passing score is achieved. All additional testing fees (if required) are the responsibility of the student.**

7. The student is required to successfully pass both the testing and the preceptorship components for this course. Failure of either will result in a failure of the course; readmittance to the course will follow program policy.

Conduct of the Course:

Policies: (Also see Student Handbook)

Class Attendance:

1. It is considered essential that the student regularly attend all nursing experiences. Absences will be reflected in the evaluation of the student's ability to meet course objectives and may seriously jeopardize the student's grade. The policy regarding makeup work for absences is determined by the clinical faculty.

2. It is the student's responsibility to be prepared and on time for all clinical experiences.

3. **In the rare event of a necessary absence, personal notification must be made to the proper agency as well as to the clinical faculty prior to the absence. Failure to report will be reflected in the clinical evaluation tool under professionalism.**

4. If a consistent pattern of absences from preceptorship develops, the situation will be addressed by the faculty.

5. In addition to the assigned clinical practicum, other learning experiences may be scheduled. All students are expected to participate.

6. For level 4, the tardy policy is: Two tardies equals one absence.

Cell Phone Policy:

Cell phones can be utilized in class when permission is given by the faculty member. There is a strict no cell phone policy for testing and test review (see the statement of understanding at the beginning of this syllabus).

Assignments:

Course assignments for the NCLEX Review will be posted to Blackboard. Assignments and due dates are posted on Blackboard. Students are responsible to make sure they are correctly enrolled in Blackboard by the first day of classes. Other course announcements may be posted as needed to Blackboard.

Insurance:

All students must show evidence of having liability insurance prior to starting clinical experiences.

Dress and Behavior:

1. The dress code of the Department of Nursing is the same as that of Arkansas Tech University. In those instances when the student visits clinical agencies to gather information for any course, they are required to wear a laboratory coat over appropriate dress, and be identified by a photo I.D. badge and a patch identifying the University. Required dress for the students in practicum consists of black school uniform scrubs and white shoes. Students are identified with a photo I.D. badge and an "ATU" patch in the shoulder area of the left sleeve. Students in specialty areas will wear attire appropriate to the special nursing setting. **(This dress code is the same for Preceptorship).**

2. The students will be expected to maintain a professional attitude at all times while in the clinical area. Client confidentiality must be maintained. Students will abide by the agency's regulating policies.

3. Students are reminded of the **signed honesty statement** and are expected to:
   a. Present written work that is theirs alone.
   b. Correctly document any materials from a textbook, pamphlet, journal, etc. that is used for an assignment.
   c. Only use authorized devises or material for an examination and no copying from other student's papers. Note: Plagiarism is defined as stealing and presenting as one's own ideas or words of another, or not documenting properly.
   d. Not have a cell phone during testing, testing review, or exit exams.

Review and Remediation/Assignments:

1. All students must complete the assigned Medical-Surgical/Diagnostic Kaplan Test remediation per level III policy **PRIOR** to the first day of Level IV Theories.
2. All students must complete review/remediation <u>after each Exit exam</u>. This is true for both Kaplan and HESI. **The required remediation will be assigned by the instructor of the course (if needed) but is the responsibility of the student.**
3. All students are required to complete a live review course to receive credit for NUR 4903 (see statement of understanding at the beginning of this syllabus).

Professional Portfolio/Homework

The professional portfolio is quickly becoming a requirement for all nursing graduates. Employers like to see work that the student has completed, clinical evaluations, examples of scholarly activity and community service. Each student will complete a Professional Portfolio for NUR 4903. The due date for this assignment will be announced by the course instructor.

<u>Professional Portfolio</u>

Purpose : to provide an emphasis on the provision of evidence of personal accountability. A portfolio is a living document that demonstrates competency, critical thinking, values, beliefs, and skills. It's a vivid description of competency by providing evidence of what an individual knows – how knowledge has been applied in practice with the influence of values and learning over time.

A professional portfolio, sometimes called a career binder or professional journal, is designed to empower you as you develop your career or search for a new position. Start building your portfolio now, even if you're just launching your nursing career. Here are some simple but important guidelines. You can also use this when applying to a graduate program.

1. Get serious. Don't keep your professional record in a frilly or flowered binder. Remember, it represents you as a professional, so keep it simple and conservative. You want anyone who looks at your portfolio to focus on your clinical and scholarly accomplishments, not your personal taste or leisure activities. A three-ring binder in a subdued color is perfect.

2. Go for clear protection. Buy a package of sheet protectors—clear plastic pages with an opening on top and ring holes on the side. They let you avoid punching holes into valuable documents; you can also photocopy or scan your documents without removing them from the protectors.

3. Consider at least one clear business card protector page. These have ring holes on the side and hold from four to twelve business cards. Use this page to keep copies of your basic life support card, your state nursing license and any other certification or

membership cards you acquire in the future.

Contents: Your first portfolio

1. **Vitae**. This includes:
   - Education
   - Work history
   - Certifications
   - Continuing education
   - Scholarly work and presentations
   - Professional memberships
   - Awards or recognitions
   - Goals: short and long-term

2. Your **philosophy of nursing** (you can cite reference to nursing philosophies).

Evidence:

1. **Education**
   Examples of work to include:
   - Individual writing (reflection and critical thinking)
   - Care plans (you can provide examples of work in the area you are interested in working)
   - Copy of transcript (optional, or you can place a copy of your diploma)
   - Copy of your skills check-off sheet (if not available, you can make a sheet listing the skills you were checked-off on in the skills lab and in the hospital setting)
   - Your completed clinical and number of hours completed in each area. Include Preceptorship. Put copies of your faculty clinical evaluations and in level four, the evaluations you get weekly in-patient care and Preceptorship.

2. **Work history**
   - Any letters of recommendation from past employers or as a student, letters of recommendation from faculty.

3. **Certifications**
   - Use a clear business card page. You can make copies of your cards and place in this sheet or place the originals.

4. **Continuing education**
   - Keep a copy of any CEU's in your portfolio. This will be handy when you need to enter that information to renew your license

5. **Scholarly work**
   - Any presentations (culture project, poster presentation for Research Day, any

other projects you completed and presented while in school; this is not limited to nursing)

6. **Professional Memberships**
   - Again, not limited to nursing. Need to include if you held a position within the organization (showing leadership and management skills). Are you a member of Sigma Theta Tau?

7. **Awards and recognition**
   - Not limited to nursing. This can be community or university related.
8. **Goals**
   - List your immediate goals (e.g., obtain a Registered Nurse position in the Emergency Department)
     - Short-term ACLS (if not already certified), PALS.
     - Long-term: TNCC (Trauma Nurse Core Course), ANCC certification, return to school for XYZ

NUR 4903
Clinical Preceptor Guidelines

During the clinical experience, the student will:
1. Demonstrate professional behavior and accountability at all times.
2. Utilize appropriate and effective communication skills with patients, family members, peers, staff, and other health care professionals, including documentation in the patient's medical record.
3. Utilize the nursing process by:
   - A. Using appropriate nursing assessment skills to collect pertinent data
   - B. Formulating applicable nursing diagnoses for assigned patient(s)
   - C. Developing pertinent nursing care plans based on mutually agreed upon goals
   - D. Implementing the plan of care/interventions
   - E. Evaluating process and outcome goals
4. Demonstrate personal and professional growth.

1. Each student will be assigned a group of patients to coordinate with the preceptor's patient care assignments. The purpose of this rotation is to integrate the theory and skill taught in previous classes in a "real world" setting. The student will receive his/her patient assignments, perform holistic nursing assessments on the assigned patients, and develop pertinent nursing care plans collaboratively with the preceptor.
2. The student may perform skills commensurate with their knowledge base. **The student must be directly supervised for any invasive skill/procedure including medication administration.**
3. If the student has any questions about a procedure, he/she will review the procedure in the procedure manual prior to implementation. The preceptor will supervise the student in his/her first performance of this procedure. If there is not a written procedure, the student shall verbally review the steps of this procedure with the preceptor, as defined by the specific agency.
4. The Nurses' Notes and Medication Administration Record (MAR) will be co-signed by the preceptor. If an error is made, the charge nurse/supervisor, instructor, and physician will be notified as outlined in agency policy. A medication error report/variance report will be completed and submitted to the appropriate department per agency policy.

Student nurses will not be allowed to:
- Take verbal or telephone orders
- Administer chemotherapy drugs.
- Administer anesthesia or conscious/moderate sedation medications.
- Manage epidural pain medications.
- Administer a medication prepared by another person.
- Obtain or sign out narcotics or carry the narcotic key or count narcotics alone.
- Draw ABGs.
- Witness consent form signatures.
- Be a witness on paperwork for blood transfusions.

Preceptor Role in Clinical Preceptorship

The preceptor:

1. Serves as a role model for the student.

2. Assists the student to meet the learning objectives of the course.

3. Works with the student to select appropriate assignments/learning experiences.

4. Provides assistance to the student as needed.

5. Communicates effectively with the student and faculty.

6. Facilitates student's transition to the identified nursing role.

7. Assists the student to communicate effectively with others.

8. Evaluates student progress.

9. Completes clinical evaluation at the end of the clinical experience.

10. Provides feedback to the student in a timely manner.

11. Confers with faculty about student progress.

12. Conforms to employer's institutional policies on restriction of student clinical activities.

Faculty Role in Clinical Preceptorship

The faculty member will:

1. Guide students in selection of a preceptor and clinical experience.

2. Orient the clinical preceptor to the role.

3. Facilitate communication between the preceptor and student.

4. Confer with each student and preceptor regarding student's progress.

5. Be available during office hours to the student and clinical preceptor.

6. Immediately respond to a request for assistance by either the student or the preceptor.

7. Facilitate the learning experience of the student.

8. Assume responsibility for the final grade for this experience.

9. Mentor preceptors in their teaching role with students.

10. Function as liaison between academic and clinical environments.

11. Intervene in situations that have impact on student progress.

12. Conform to agency policies and guidelines.

Student Role in Clinical Preceptorship

The student will:

1. Come to the clinical experience prepared with working knowledge of clinical objectives.

2. Keep a written log that includes clinical experiences and achievement of objectives.

3. Seek assistance when needed from the preceptor and faculty.

4. Communicate honestly and effectively with the preceptor and faculty.

5. Foster the harmonious working relationship with the clinical area.

6. Schedule clinical days and time to coincide with schedule of preceptor.

7. Notify clinical instructor of clinical schedule prior to experience.

8. Notify clinical instructor **immediately** of unexpected schedule changes.

Student Name_____   **Faculty Member**_____

PRECEPTOR RESUME

Name:_____
      (Last)   (Middle)   (First)
Phone: _____email: _____
Preferred method for student to contact you_____

Arkansas State Board requires the following information for NCLEX Audit/Review: Gender_____**Race_____
**License Number_____

EDUCATION
School/Institution:_____
Year: _____ Diploma/Degree:_____

PRESENT EMPLOYMENT
Hospital/Agency: _____Job Title: _____Unit:_____

PRIOR CLINICAL EXPERIENCE
Years ___Hosp/Agency: _____ Job Title: _____ Unit: _____
Years ___Hosp/Agency: _____ Job Title: _____ Unit: _____
Years ___Hosp/Agency: _____ Job Title: _____ Unit: _____
Years ___Hosp/Agency: _____ Job Title: _____ Unit: _____
Years ___Hosp/Agency: _____ Job Title: _____ Unit: _____

CERTIFICATION:
(e.g., verification such as ACLS, or national certifications such as CCRN)

_____

_____

PROFESSIONAL ORGANIZATIONS:

_____

_____

You can complete this resume online and email to cellislaffoon@atu.edu or print and fax to attn Carey Ellis Laffoon 1-479-968-0219. You can also mail this resume to Carey Ellis Laffoon 402 West O street, Department of Nursing, Arkansas Tech University, Russellville, AR 72801. Please contact me at 479-747-2640 with any questions or concerns.

Guidelines for Selection of Clinical Preceptors per Arkansas State Board of Nursing

The clinical preceptor must have the following qualifications:

1) **Minimum educational level equivalent to B.S.N.**

2) **At least one year of clinical experience in current practice setting.**

Additional requirement per the Nursing faculty:

3) **Student should not select their clinical area or facility where they work.**

Guidelines for Clinical Preceptorship

The student will be placed by faculty in one clinical site for completion of seventy-two (72) hours preceptorship. The student may precept with one preceptor. Overlapping of preceptor hours with another student is not permitted. Students cannot precept in an area where they work.

Students are to complete the preceptorship paperwork requirements by the scheduled due date. Failure to turn in the packet by the due date, without permission of their assigned faculty mentor, will result in a dropped letter grade (for each day late) for the experience.

Steps for Preceptorship Assignment

1. Review documents on available facilities and slots.

2. Choose a facility you do not currently work. You must have 3 top choices for placement.

3. Faculty will place you in your assigned facility and unit based on criteria to be discussed with the class.

4. Prepare objectives based on assignment.

5. Wait for assigned preceptor notification.

6. Contact the preceptor and arrange schedule.

7. Meet all facility requirements for clinical (drug screen, EMR training, hospital orientation, background check, proof of immunizations, etc.). Failure to complete facility requirements can and will delay your start in preceptorship and can result in you need to withdrawal from the course.

8. Meet with preceptor prior to start date and share objectives, get completed resume

NUR 4903 Synthesis in Nursing
Rubric for Preceptorship Expectations

Criteria	Meets Expectations	Needs Improvement	Unsatisfactory
Objectives (5%)	Student selects appropriate preapproved objectives based on placement. Student written objective is appropriate for the clinical unit assigned. Objectives are approved by faculty member. Students shares objectives with preceptor at beginning of preceptorship.	Lacks adequately written objectives to meet learning needs in the chosen specialty ---OR--- Objectives not specific to the clinical environment. Requires several prompts to revise objectives.	Turns in inadequate/inappropriate objectives. Objectives are very general, not specific to the nursing unit. Requires last minute assistance to meet deadline. Requires numerous prompts to revise objectives.
Application of Research (15%)	Two high quality research articles included in preceptorship log, with application of research discussed in detail.	Research articles included in preceptorship log, but is not high quality, or pertinent to clinical area, or is not discussed in-depth in the log.	No research article included in preceptorship log – OR – one or both articles are not actual research
Accomplishment of Objectives (20%)	Objectives were accomplished and explained in adequate detail in the preceptorship log. Any objectives that were not met due to unavailability within the experience are explained.	Some objectives were not met with little or no explanation for the lack of the experience.	Some objectives clearly not met, with inadequate explanation in the log.
Preceptor Evaluation (10%)	Preceptor reports that student satisfied all requirements of the written objectives. Preceptor evaluation positive.	Preceptor reports that student satisfied some but not all of the requirements of the written objectives. Preceptor evaluation reveals areas of improvement needed.	Preceptor reports that student did not satisfy requirements of the written objectives. Preceptor evaluation reveals unsatisfactory performance.

Preceptorship Performance Evaluation Tool
(To be completed by Clinical Preceptor)

Student _____ Date _____

Agency _____ Preceptor _____

Preceptor: Evaluation Criteria	Preceptor: Anecdotal Notes	Preceptor: Scores
I. Leadership characteristics (60%)		
A. Uses effective communication Skills (10%)		
B. Organizes time effectively (10%)		
C. Collaborates with others (10%)		
D. Self-directed (10%)		
E. Decisive (10%)		
F. Self-assured (10%)		
II. Professional Appearance/Attitude (10%)		
A. Analyzes own attitudes and feelings towards client's values		
B. Responsible for own learning and actions		
C. Appearance/hygiene follows school/agency's guidelines		
D. Demonstrates legal/ethical behavior		
III. Timeliness/attendance (10%)		
A. Punctual/prompt notification if tardy/absent		
B. Reports to duty as assigned		
C. Submits paperwork on time		
IV. Communication/Staff Rapport (10%)		
A. Collaborates		
B. Seeks help appropriately		
C. Effective communication		
D. Patient advocate		
V. Documentation (10%)		
A. Documents mutual outcomes, modification of plan, effectiveness of nursing interventions, teaching, using nursing process		

Preceptor Signature _____ Date _____

Student Signature _____ Date _____

Faculty Signature _____ Date _____

This form can be sealed in an envelope and returned with the student, mailed to Attn: Carey Ellis Laffoon ATU Dept of Nursing, Dean Hall 126c Russellville, AR 72801 or faxed to Attn: Carey Ellis Laffoon , 479-968-0219. You can also scan and email to cellislaffoon@atu.edu (preference is to give to the student in a sealed envelope on the last day of clinical).

NUR 4903 Fall 2020

Faculty Evaluation/Grading Tool
Turn in with the Preceptorship Notebook
(To be completed by ATU Faculty Mentor)

Faculty: Evaluation Criteria	Faculty: Anecdotal Notes	Faculty: Scores
I. **Preceptorship (50%)**		
A. Objectives (5%)		
B. Application of Research (15%)		
C. Accomplishment and Documentation of Objectives (20%)		
D. Preceptor Evaluation (10%)		

II. **Exit Exam (50%)**
    a. Kaplan Exam   10% _____
    b. HESI 1   10% _____
    c. Kaplan Exam   15% _____
    d. Kaplan Exam 15% _____		

III. **Remediation/Review (pass/fail)**		
IV. **Professional Portfolio (pass/fail)**		
V. **Homework/Assignments (pass/fail)**		

Student: _____

       Preceptor: _____

       Agency: _____

       Unit: _____

Clinical Preceptorship Experience Evaluation Tool

Evaluate each statement below by checking the numeric value that best reflects your thoughts/opinions.

1=Strongly Disagree; 2=Disagree; 3=Agree; 4=Strongly Agree

	1	2	3	4
My clinical preceptorship was a rewarding learning experience				
I would recommend my clinical preceptor to future students				
The clinical environment was conducive to my learning needs				
The clinical preceptorship was an important part of my clinical learning experience				
I feel more competent in my skills and theory after completing this clinical preceptorship				

Additional comments/suggestions:

_____

_____

_____

_____

1. Did you complete an orientation at the facility prior to your preceptorship?_____
2. Where you able to document in the facility EMR?_____
3. Where there other students on the unit during your preceptorship?___

** This form must be turned in to your faculty mentor with your preceptorship log

Arkansas Tech University
Department of Nursing
NUR 4903 Synthesis of Clinical and Theoretical Nursing
Preceptorship

Student Nurse _____ completed _____ hours
<div align="center">Name   Hours</div>

of supervised preceptorship at _____.
<div align="center">Name of facility/Unit</div>

Signed:

_____ _____
<div align="center">Student   Date</div>

_____ _____
<div align="center">Preceptor   Date</div>

Guidelines for Writing Preceptorship Objectives

The objectives developed for your preceptor experience should be written as a guide to help focus your attention and efforts into what you want to accomplish. They must be written in a manner that allows measurement of whether or not they are completed. The following rules apply to your objective development.

1. The objective must state who will do what and when in order to be measurable.
2. The objective must be written utilizing verbs that convey what behaviors will be accomplished. ***See listing of verbs on last page of syllabus (Application or higher)***
3. Objectives will be graded utilizing the ***Rubric for Preceptorship Expectations*** located in the syllabus.

An example of a behavioral objective for preceptorship follows this format:

When: By the end of the rotation…
Who: The student nurse will…
What: Behavioral verb with actions to be completed.

*****At the top of the objective page start with: By the end of Preceptorship, the student nurse will: Then list all of your objectives under this statement.

<u>Completed Preceptorship Log:</u>

Please put the following requirements in the specified order in a folder (not three-ring binder) with the name of the faculty member grading your work and your name on the outside of the folder. Do NOT use page protectors.

1. Grade sheet (page 19 in 4903 syllabus)
2. Objectives
3. Answered objectives
4. Copy of research article
5. Copy of preceptor resume (page 15 in 4903 syllabus)
6. Completed student evaluation of experience (page 20 in 4903 syllabus)
7. Completed preceptor evaluation of student (this should be sealed in an envelope or faxed, emailed, or mailed to Dr. Laffoon).
8. Any hospital handouts, teaching tools, etc. that you may need to include as part of meeting one of your objectives

VERBS FOR STATING BEHAVIORAL OBJECTIVES/COGNITIVE OUTCOMES

Evaluation

judge
appraise
evaluate
compare
value
rate
revise
score
select
choose
assess
estimate
measure
verify

Synthesis

compose
plan
propose
design
formulate
arrange
assemble
collect
construct
create
set up
organize
manage
prepare

Analysis

distinguish
analyze
differentiate
appraise
calculate
experiment
test
compare
contrast
criticize
diagram
inspect
debate
inventory
question
relate
solve
examine
categorize

Application

provide
interpret
apply
employ
use
demonstrate
dramatize
practice
illustrate
operate
schedule
shop
sketch
insert
administer
perform
discharge
teach
complete

Comprehension

translate
restate
discuss
recognize
explain
express
identify
locate
report
review
tell

Knowledge

define
repeat
record
list
recall
relate
underline