

# FLORIDA ATLANTIC UNIVERSITY™

## Graduate Programs—COURSE CHANGE REQUEST

UGPC APPROVAL \_\_\_\_\_  
 UFS APPROVAL \_\_\_\_\_  
 SCNS SUBMITTAL \_\_\_\_\_  
 CONFIRMED \_\_\_\_\_  
 BANNER POSTED \_\_\_\_\_  
 CATALOG \_\_\_\_\_

DEPARTMENT: NURSING	COLLEGE: CHRISTINE E. LYNN COLLEGE OF NURSING
COURSE PREFIX AND NUMBER: NGR 6723L	CURRENT COURSE TITLE: ADVANCED NURSING ADMINISTRATION PRACTICUM 1
CHANGE(S) ARE TO BE EFFECTIVE (LIST TERM): FALL 2012	TERMINATE COURSE (LIST FINAL ACTIVE TERM):
CHANGE TITLE TO:  CHANGE PREFIX FROM: TO:  CHANGE COURSE NO. FROM: TO:  CHANGE CREDITS FROM: 2 CREDITS TO: 1-2CREDITS  CHANGE GRADING FROM: TO:  CHANGE DESCRIPTION TO:	CHANGE PREREQUISITES/MINIMUM GRADES TO*: NONE   CHANGE COREQUISITES TO*: NONE   CHANGE REGISTRATION CONTROLS TO: NONE  RATIONALE: CHANGING THE PRACTICUM TO VARIABLE CREDIT HOURS PROVIDES STUDENTS WITH OPPORTUNITY TO COMPLETE THE REQUIRED PRACTICUM HOURS OVER 2 SEMESTERS.  *Please list both existing and new pre/corequisites, specify AND or
Attach syllabus for ANY changes to current course information.	
Should the requested change(s) cause this course to overlap any other FAU courses, please list them here. None	Departments and/or colleges that might be affected by the change(s) must be consulted and listed here. Please attach comments from each. None

Faculty contact, email and complete phone number:  
 Beth King, PhD, RN [bking@fau.edu](mailto:bking@fau.edu) 561-297-3249

<b>Approved by:</b> Department Chair: <u>AA</u> College Curriculum Chair: <u>Beth King RN PhD</u> College Dean: <u>Shelley Gray</u> UGPC Chair: <u>Robert L. Fleeg</u> Graduate College Dean: _____	<b>Date:</b> _____ <u>2-27-12</u> <u>2-27-12</u> <u>3-12-12</u> _____	<b>ATTACHMENT CHECKLIST</b>  ♦Syllabus (see guidelines for requirements: <a href="http://www.fau.edu/graduate/facultyandstaff/programscommittee/index.php">http://www.fau.edu/graduate/facultyandstaff/programscommittee/index.php</a> )  ♦Written consent from all departments affected by changes
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Email this form and syllabus to [UGPC@fau.edu](mailto:UGPC@fau.edu) one week before the University Graduate Programs Committee meeting so that materials may be viewed on the UGPC website prior to the meeting.

FLORIDA ATLANTIC UNIVERSITY  
CHRISTINE E. LYNN COLLEGE OF NURSING

COURSE SYLLABUS  
FALL 2012

- COURSE NUMBER:** NGR 6723L
- COURSE TITLE:** Advanced Nurse Administration Practicum 1
- COURSE FORMAT:** Practicum/Clinical
- CREDIT HOURS:** 1-2 credits
- COURSE SCHEDULE:** TBA
- PLACEMENT IN CURRICULUM:** Concentration course in administrative and financial leadership in nursing and health care.
- PREREQUISITE/S:** Permission of department; matriculated students only
- COREQUISITE/S:** None
- FACULTY:** Rose O. Sherman, Ed.D., RN, NEA-BC, FAAN  
Associate Professor & Director, Nursing  
Leadership Institute  
CON 121  
Office (561) 297-0055 or Home Office (561) 297-7066  
E-Mail [rsherman@fau.edu](mailto:rsherman@fau.edu)
- OFFICE HOURS:** TBA
- COURSE DESCRIPTION:** This practicum provides an opportunity to reflect upon and apply knowledge acquired in the core, cognate, or concentration courses to administrative nursing practice within the health care delivery system. Students synthesize and apply knowledge grounded in caring and humanizing the health care system in a practice setting under supervision of a mentor.
- COURSE OBJECTIVES:** Upon completion of NGR6723L the student will be able to:
1. Utilize nursing/business knowledge to support the development of intreprenurial and entrepreneurial ventures in nursing
  2. Utilize a theory of caring as a basis for intre/entrepreneurial venture development in

health care delivery systems.

3. Identify the opportunities for intrapreneurial ventures in the context of primary, secondary and/or tertiary health care delivery systems.
4. Apply current health care reimbursement literature/research in health care delivery administration.
5. Utilize collaboration, consultation and communication to enhance the caring leadership role within the health care delivery system.
6. Develop strategies to improve human caring in health care delivery systems given the current financial constraints.
7. Discuss the meaning of creative professional development in a caring administrative practice of nursing.

**TEACHING LEARNING STRATEGIES:** Clinical practicum with preceptor

**GRADING AND EVALUATION METHODS:**

<b>Evaluation Criteria</b>	<b>Percentage of Course Grade</b>
Successful Completion of Practicum Goals and hours as evaluated the Preceptor and Instructor	<b>50%</b>
Portfolio	<b>50%</b>
1 Credit Hour of Practicum = 45 Hours	

**GRADING SCALE:** A grade below B is not passing in the Graduate Program.

93-100 = A  
90-92 = A-  
87-89 = B+  
83-86 = B  
80-82 = B-  
77-79 = C+  
73-76 = C  
70-72 = C-  
67-69 = D+  
63-66 = D  
60-62 = D-  
0-59 = F

## **REQUIRED TEXTS:**

Marquis, B. & Huston, C. (2011) *Leadership roles and management functions in nursing: Theory and application*. (7<sup>th</sup> Ed). Lippincott Williams & Wilkins ISBN-13: 978-1608316854

Maxwell, J. (2007). *The 21 irrefutable laws of leadership: Follow them and people will follow*. Nashville: TN: Thomas Nelson. ISBN: 978-0-7852-8935-7

**RECOMMENDED TEXTS:** None

## **TOPICAL OUTLINE:**

### **Course Schedule:**

- Week 1-3. Meet with Professor – Discussion of objectives and plan of activities to meet the requirements of the course.
- Week 2-4 Assignment to a Preceptor if appropriate and submission of Practicum Goals & Objectives
- Week 3-14 Implementation of planned activities based on Practicum Goals and Objectives  
One phone or email update to the Instructor
- Week 13-15 Onsite visit of instructor with preceptor and student  
Submission of requirements for the course and evaluation of experiences.

All Assignments for the Course must be completed by May 2<sup>nd</sup>, 2012

## **COURSE ASSIGNMENTS:**

### **Practicum Requirements**

- Complete Magnus File – available at Certified Background.com
- Completion of Attached Practicum Goals and Activities.
- Active participation on practicum blackboard site.
- Reflective Journaling of Practicum Experiences
- Student identifies key learning needs in leadership competency areas and discusses these needs with the faculty member and preceptor.
- Student and Preceptor select a small evidence-based project that will contribute to the needs of the agency for the practicum. (across 2 semesters)
- Student keeps all commitments made to the agency.

**Portfolio – the Portfolio can be submitted either in hardcopy or electronically and should include the following:**

1. A completed goal form with all activities/dates/hours
2. Completion of the Online Reflective Journal Activities
3. A 2 page summary of practicum experiences to be submitted to your CNO which should include: 1) Competencies developed 2) Lessons Learned 3) Future Professional Activities to continue leadership development.
4. A 2 page summary of your project which include 1) project title 2) why it was identified as a need 3) evidence-based literature on the topic 4) activities/interventions

- you developed 5) outcomes 6) future recommendations
5. Preceptor Evaluation Sheet

Program Goals/Activities	
The Leader Within	<p><b><i>The Role of the Nurse Leader</i></b></p> <ul style="list-style-type: none"> <li>• Review NM Skills Inventory and Resume with preceptor to develop an individualized growth plan.</li> <li>• Shadow the nurse leader/preceptor for one full day to observe the variety of activities, time management communication/meetings that the nurse leader is involved in. (A Day in the Life of a Nurse Leader)</li> <li>• Review with the nurse leader/preceptor the organizational chart, the position description of the nurse leader to achieve a full understanding of role expectations and placement in the organization, as well as activities that may not be part of the PD.</li> <li>• Attend a unit or department staff meeting conducted by the preceptor to observe and analyze how the nurse leader communicates with his/her staff and engages/empowers them in the achievement of unit goals. Debrief with preceptor before and after the meeting.</li> <li>• Assess the day to day operations of the preceptor's unit including, administrative processes as well as policies and procedures of the unit. Assess the , staff mix and diversity, specialty standards, client case mix and diversity, top patient DRG's, average length of stay, average numbers of admissions, discharges and transfers, usual procedures conducted, care delivery model, staff assignments and performance goals.</li> <li>• Observe how the preceptor initiates a change on the unit and engages staff in the process.</li> <li>• Select a practice project with the preceptor designed to help the student take risks and develop their leadership potential. (ex. Presentation on an Issue at a Staff or Leadership Meeting)</li> <li>• Observe and analyze the leader's actions to care for both self and staff.</li> <li>• Prepare a short white paper summarizing practicum experiences and meet with the CNO to discuss your practicum learning experiences</li> <li>• Prepare a professional portfolio of practicum experiences, project summary and self assessment.</li> <li>• Debrief with Preceptor about Practicum Experience – current leadership strengths and areas for development.</li> </ul>

## **BIBLIOGRAPHY:**

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## **COURSE POLICIES AND GUIDELINES**

To fully participate in the course you will need:

- An FAU E-mail address
- Library card
- Access to Internet

## **COLLEGE OF NURSING AND UNIVERSITY POLICIES:**

Policies below may be found in:

- a). The faculty reserves the right to make changes in course content and requirements.
- b). The Christine E. Lynn College of Nursing Graduate Handbook located at:  
<http://nursing.fau.edu/index.php?main=3&nav=457>
- c). Florida Atlantic University's Academic Policies and Regulations  
<http://www.fau.edu/academic/registrar/catalogRevs/academics.php>  
and <http://www.fau.edu/regulations>

## **CODE OF ACADEMIC INTEGRITY**

The University policy regarding academic integrity is enforced in this course. Students at Florida Atlantic University are expected to maintain the highest ethical standards. Dishonesty is considered a serious breach of these ethical standards, because it interferes with the University mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Dishonesty is also destructive of the University community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see:  
[http://www.fau.edu/regulations/chapter4/4.001\\_Code\\_of\\_Academic\\_Integrity.pdf](http://www.fau.edu/regulations/chapter4/4.001_Code_of_Academic_Integrity.pdf)

The College of Nursing regards adherence to the Code of Academic Integrity as a professional competency and an expectation of all students. **ANY** act of dishonesty that violates the code of academic integrity and misrepresents your efforts or ability is grounds for immediate failure of the course.

## **DISABILITY STATEMENT:**

In compliance with the Americans with Disabilities Act (ADA), students who require special accommodations due to a disability to properly execute coursework must register with the Office for Students with Disabilities (OSD) located in Boca Raton – SU 133 (561-297-3880), in Davie – MOD 1 (954-236-1222), in Jupiter – SR 117 (561-799-8585) or at the Treasure Coast – CO 128 (772-873-3305), and follow all OSD procedures.

## **INCOMPLETE POLICY:**

The Incomplete Grade Policy is enforced. A student who registers for a course but fails to complete the course requirements, without dropping the course, will normally receive a grade of "F" from the course instructor. A student who is passing a course but has not completed all the required work because of exceptional circumstances may, with the



approval of the instructor, temporarily receive a grade of "I" (incomplete). This must be changed to a grade other than "I" within a specified time frame, not to exceed one calendar year from the end of the semester during which the course was taken.

### **ATTENDANCE POLICY:**

Students are expected to attend all of their scheduled University classes and to satisfy all academic objectives as outlined by the instructor. The effect of absences upon grades is determined by the instructor, and the University reserves the right to deal at any time with individual cases of nonattendance. Students are responsible for arranging to make up work missed because of legitimate class absence, such as illness, family emergencies, military obligation, court-imposed legal obligations, or participation in University-approved activities. Examples of University approved reasons for absences include participating on an athletic or scholastic team, musical and theatrical performances, and debate activities. It is the student's responsibility to give the instructor notice prior to any anticipated absence and within a reasonable amount of time after an unanticipated absence, ordinarily by the next scheduled class meeting. Instructors must allow each student who is absent for a University-approved reason the opportunity to make up work missed without any reduction in the student's final course grade as a direct result of such absence.

### **RELIGIOUS ACCOMMODATION**

In accordance with rules of the Florida Board of Education and Florida law, students have the right to reasonable accommodations from the University in order to observe religious practices and beliefs with regard to admissions, registration, class attendance, and the scheduling of examinations and work assignments. Students who wish to be excused from coursework, class activities, or examinations must notify the instructor in advance of their intention to participate in religious observation and request an excused absence. The instructor will provide a reasonable opportunity to make up such excused absences. Any student who feels aggrieved regarding religious accommodations may present a grievance to the director of Equal Opportunity Programs. Any such grievances will follow Florida Atlantic University's established grievance procedure regarding alleged discrimination.

### **USE OF STUDENT COURSE MATERIAL**

The Christine E. Lynn College of Nursing may use students' course-related materials for legitimate institutional purposes, such as accreditation, university review process, or state board of nursing review process, etc. In such cases, materials will be used within the college and university.



CHRISTINE E. LYNN COLLEGE OF NURSING

## **STATEMENT OF PHILOSOPHY**

Nursing is a discipline of knowledge and a field of professional practice grounded in caring. Scholarship and practice in nursing require creative integration of multiple ways of knowing. Nursing makes a unique contribution because of its special focus: nurturing the wholeness of persons through caring. Caring in nursing is a mutual human process in which the nurse artistically responds with authentic presence to calls from clients.

The experience of nursing takes place in nursing situations: lived experiences in which the caring between nurse and client fosters well-being within a co-creative experience. Nurses participate with members of other disciplines to advance human understanding to enhance personal and societal living within a global environment.

Person is viewed as a unique individual dynamically interconnected with others and the environment in caring relationships. The nature of being human is to be caring. Humans choose values, culturally derived, which give meaning to living and enhance well-being. Well-being is creating and living the meaning of life. The well-being and wholeness of persons, families, groups, communities, and societies are nurtured through caring relationships.

Beliefs about learning and environments which foster learning are derived from an understanding of person, the nature of nursing and nursing knowledge, and from the mission of the University. Learning involves the creation of understanding through the integration of knowledge within a context of value and meaning. A supportive environment for learning is a caring environment. A caring environment is one in which all aspects of the human person are respected, nurtured, and celebrated. The learning environment emphasizes collegial relationships with faculty and students.

The above fundamental beliefs concerning Person, Nursing, and Learning express our values and guide the endeavors of the Faculty. The Faculty of the Christine E. Lynn College of Nursing believe in the values and goals of higher learning and support the Florida Atlantic University mission of education, scholarship, and service.

April, 2002.