

### Instructor Information

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|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| <b>Instructor</b>                     | Shalanda Allen                                                                                                                     |
| <b>Email</b>                          | allensr@lamarpa.edu                                                                                                                |
| <b>Phone</b>                          | (409) 984-6363                                                                                                                     |
| <b>Office</b>                         | Educational II - Room: 102                                                                                                         |
| <b>Office Hours</b>                   | Monday Tuesday and Friday 2-4PM                                                                                                    |
| <b>Additional Contact Information</b> | Allied Health Secretary, Donna Wolfe (409) 984-6356 or 1-800-477-5872 OR Nurse Aide Program Director, Eursula Davis (409) 984-6364 |

### Course Information

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| <b>Description</b>                       | A method of instruction providing detailed education, training, and work-based experience, and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics and learning outcomes vary.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Required Textbooks</b>                | <p><b><i>Textbook Purchasing Statement: A student attending Lamar State College Port Arthur is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.</i></b></p> <p>Mosbys Textbook for Nursing Assistants- 11th Edition ISBN: 9780443121326<br/> Mosbys Textbook for Nursing Assistants- 11th Edition WORKBOOK ISBN:9780443121333</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Additional Materials/Resources</b>    | STUDENT BILL BEATTY LIABILITY INSURANCE<br>NURSE AID PHYSICAL ASSESSMENT KIT<br>SCHOOL APPROVED UNIFORM AND ACCESSORIES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Corequisites/Prerequisites</b>        | NURA-1301">NURA-1301">NURA-1301">CO-REQUISITE -NURA-1301                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Learning Outcomes</b>                 | <p><b>End-of-Course Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Discuss basic care of residents/persons in a long-term care facility</li> <li>• Communicate and Interact effectively with residents/persons and their families based on sensitivity to the psychosocial needs</li> <li>• Discuss the legal rights of the residents/persons</li> <li>• Provide safety and preventative measures in the care of residents/persons</li> <li>• Demonstrates skills in observing and reporting</li> <li>• Assist residents/persons in attaining and maintaining maximum functional independence</li> <li>• Function effectively as a member of the helathcare team</li> </ul>                                                                                                                                                                                                                                                                                                                                     |
| <b>Program Student Learning Outcomes</b> | <p>Program Outcomes</p> <p>PSLO 1. Demonstrates the competencies to successfully complete the duties and requirements of a Certified Nurse Aide.</p> <p>PSLO 2. Demonstrates safe and competent care with individuals who have personal care needs.</p> <p>PLSO 3. Exhibits an understanding of patient/resident rights.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Lecture Topics Outline</b>            | <ul style="list-style-type: none"> <li>• Healthcare Agencies</li> <li>• The Person's Rights</li> <li>• Ethics and Laws</li> <li>• The Nursing Assistant</li> <li>• Communicating with the Person</li> <li>• Health Team Communication</li> <li>• Delegation</li> <li>• Medical Terminology</li> <li>• The Older Person</li> <li>• Confusion and Dementia</li> <li>• Preventing Infection and Isolation Precautions</li> <li>• Vital Signs</li> <li>• Emergency Care</li> <li>• Mental health disorders and Intellectual/Developmental Disabilities</li> <li>• Oxygen Needs</li> <li>• Respiratory Support and Therapies</li> <li>• Nutritional Needs and Support</li> <li>• Safety</li> <li>• Preventing Falls</li> <li>• Comfort, Rest, Sleep</li> <li>• Body Mechanics, Mobility, Exercise and Activity</li> <li>• Restraint Alternatives and Restraints</li> <li>• Assisting the Nurse with Physical Exam</li> <li>• Wounds and Pressure Injuries</li> <li>• Person's Unit</li> <li>• Sexuality in the Eldery</li> </ul> |

- Specimen Collection
- Urinary and Bowel needs
- Hygiene and Grooming
- End of Life Care

## Major Assignments Schedule

**Week 1:** Orientation & Introductions, Healthcare Agencies, Resident's rights, The Nursing Assistant  
**Week 2:** Communicating with the Healthcare Team, Delegation, Ethics and Laws, Preventing Infection  
**Week 3:** *Exam 1*, The Older Person, Vital Signs and Emergency Care, Mental Health and Intellectual/Developmental Disorders  
**Week 4:** Confusion and Dementia, Nutritional Needs and Support, Fluid Needs, Oxygenation and Respiratory Support  
**Week 5:** *Exam 2*, Safety, Preventing Falls, Restraint Alternatives and Restraints, Comfort, Rest and Sleep, Admissions/Transfers/Discharges  
**Week 6:** Nursing Home Orientation, Body Mechanics, Mobility, Exercise and Activity  
**Week 7:** *Exam 3*, Assisting the Nurse with Physical Exam, Wounds and Pressure Injuries  
**Week 8:** Person's Unit, Bedmaking, Sexuality and Collecting Specimens  
**Week 9:** Urinary and Bowel Needs  
**Week 10:** Hygiene and Grooming, Dressing and Undressing  
**Week 11:** End of Life Care  
**Week 12:** Career Day, Teaching Projects  
**Week 13:** *Final Exam*, Review Skill Concepts and Indirect Care  
**Week 14:** Open Lab, Begin preparation for State Certification  
**Week 15:** Open Lab, Mock Testing  
**Week 16:** Final Preparation for State Certification

## Final Exam Date

April 23, 2025 - 8:0 AM Through April 23, 2025 - 10:0 AM

## Grading Scale

A satisfactory (S) is mandatory for each scheduled lab session.

## Determination of Final Grade

### System of Grading: LAB

1. A satisfactory (S) is mandatory for each scheduled lab session.
  2. The student is expected to treat each scheduled lab session as a learning tool, be present, prepared with necessary supplies, and on time. The student will practice and demonstrate proficiency in the simulated setting all selected skills and attend assigned labs fully prepared and knowledgeable to those skills.
  3. The student will perform all selected "check-off" skills, while being observed by the lab instructor with minimal instructor assistance.
  4. The student is responsible for viewing videos (if applicable) prior to check-off time and coming to the check-off with appropriate equipment and partner (if applicable).
  5. If a student fails to receive a satisfactory (S) on a selected skills, the student may reschedule, at the instructor's convenience, one (1) make-up. The student is responsible for contacting the instructor. The student must be successfully checked-off on all selected skills prior to attending clinical.
  6. Students may do only those procedures in which s/he has had classroom instruction, practiced, and been checked-off in the skills laboratory.
- \*\*\*Any student missing or arriving at the assigned check-off time not prepared to check-off in the allotted time will be required to meet with the lab instructor and the Nurse Aide Coordinator to discuss the advisability of the student remaining in NURA 1301/1160\*\*\***
7. Failure to make-up the missed lab/clinical hours will be grounds for dismissal
  8. If the student fails to successfully check-off the student will receive a "U" (unsatisfactory) for the failed skill(s) and will not be eligible to attend the clinical portion of NURA 1301/1160, which will result in a failing grade for NURA 1301/1160.
- \*\*\*ALL students MUST BE PASSING with an exam average of 75 or better by the completion of Exam 3 to be eligible to continue attending clinical/ PERFORM ADL CARE. If the student does not have an exam average of 75 or better at the completion of Exam 3, the student must Drop the didactic as well clinical co-requisite\*\*\***
9. Clinical courses are graded as S (satisfactory) or U (unsatisfactory). A student's unsatisfactory mid-semester clinical evaluation while in the program may permit continuation (instructor discretion) in the program with continued emphasis on upgrading deficiencies. The student's unsatisfactory clinical evaluation at the end of the semester will result in a clinical course grade of "U" and prohibits further continuation in the program.
  10. Students must receive a satisfactory (S) in clinical and achieve a grade of 75 or greater to successfully complete the program, and take the skills and written state exam for nurse aide certification. If a student receives a "75" or greater in NURA 1301 and a "U" in NURA 1160 the student will receive a letter grade of "D" in NURA 1301. If a student receives a Satisfactory (S) in lab/clinical, but fails to achieve a 75 or greater in NURA 1301, the student will not pass the course.
  11. Clinical evaluations are completed twice in semester: (verbal)at mid-term and a written evaluation at the end of semester. Evaluations will include student's ability to apply theory in practice, demonstrate competent client care, and maintain a professional demeanor at all times when in the clinical area. Evaluations are done by the clinical instructor with input from staff with the affiliating agency, clients, and others as appropriate.
  12. Students should not attend clinical at a site in which they are employed. The student is responsible for notifying the instructor therefore arrangements can be made to attend another site.

All students must be screened prior to entering the classroom, lab or clinical facility. Students are required to wear the official uniform of the Nurse Aide Program during simulation lab as well. Students may be assigned to create you tube videos of themselves performing skills assigned by instructor for a grade. They will have to observe and critique their peers performing skills and participate in discussion boards. Online resources, such as procedure videos and quizzes will be given for grades as deemed necessary by the instructor and program coordinator. Failure to complete these assignments will result in an unsatisfactory grade.

Students who desire to take the State Nurse Aide Certification Examination must pass 1301/1160 and meet for additional practicing and mock testing to qualify. Failure to do so may result in the student being disqualified to test for State Certification based on the instructors recommendations.

## Course Policies

**Academic honesty is expected from all students, and dishonesty in any form will not be tolerated. Please consult the Student Handbook for consequences of academic dishonesty. These policies will be strictly enforced.**

**Additional policies for this course are listed below:**

Plagiarism, cheating, and other forms of scholastic dishonesty are prohibited and are grounds for disciplinary action according to the LSC-PA Student Handbook. Anyone who copies more than six consecutive words from a source and does not document the source has committed plagiarism. Students guilty of academic misconduct either directly or indirectly through participation or assistance, are immediately responsible to the instructor of the class. In addition, to other possible disciplinary sanctions which may be imposed through the regular LSC-PA procedures as a result of academic misconduct, the instructor has the authority to assign an F or a zero for the exercise or examination or to assign an F in the course. Electronic devices (including but not restricted to cell phones, MP3 players, and laptop computers) shall not be used during examinations or upon review of exams unless the Special populations coordinator has determined that such a device is a reasonable accommodation for a disability. Under any other circumstances, the use of an electronic device during an examination shall be considered academic dishonesty, and will result in appropriate sanctions as outlined in the Course Syllabus, in the Faculty Handbook (Section IX-1) and in the Student Handbook (Academic Dishonesty)

- Lamar State College – Port Arthur (LSCPA) is a no smoking campus. Use of tobacco products is prohibited on all LSCPA properties at any time. This includes all clinical facilities.
- No food or tobacco products are allowed in the classroom, lab or clinical learning areas
- Only students enrolled in the course are allowed in the classroom, except by special instructor permission.
- Electronic devices (including but not restricted to cell phones, “smart” watches, MP3 players, and laptop computers) shall not be used during examinations unless specifically allowed by the instructor.
- Use of electronic devices during normal class hours distracts other students, disrupts the class, and wastes valuable time. Instructors have an obligation to reduce such disruptions.
- Students should turn their phones to vibrate before they enter the classroom. Phones should be off and out of reach
- No cell phones and/or smart watches should be visible during class or exams.

**Additional classroom policies include:**

Students and faculty of the Lamar State College-Port Arthur Nurse Aide Program are expected to assist in maintaining a classroom environment that is conducive to learning. To assure that faculty have the opportunity to teach and students have the opportunity to benefit from time spent in class, unless otherwise approved by the instructor, students are prohibited from engaging in distracting classroom behavior:

- I understand that promptness is expected. I will be on time for all classes on campus or virtually and return from breaks promptly.
- I understand that I am expected to come to theory and lab experiences prepared and present myself as a sincere, adult learner. Pre-course assignments may be required for admission into class.
- I will return phone calls and/or text messages only during scheduled breaks.
- I will keep cell phones **off and out of reach** during class sessions, testing and test reviews. In the event of an emergency, your family should contact you through AH Secretary, Nurse Aide Coordinator, or Department Chair.
- I agree that on-campus computers will only be used for classroom work.
- I agree that all information shared by other students and instructors will remain confidential.
- I will not repeat or discuss what is shared with anyone.
- I agree that I will not engage in ‘side-bar’ discussions.
- I agree that I will direct my comments to faculty in charge of the classroom, clinical or lab time.
- I agree to actively participate in all discussions, activities, and exercises.
- I agree to be open to new ideas and experiences.
- I agree to take risks and step outside of my comfort zone.
- I agree to maintain a positive attitude.
- I agree to give supportive feedback and make corrections without belittling anyone.
- I agree to suspend judgment and be responsible for my actions.
- I agree to be responsible for learning as much as I can from this experience.
- I agree to ask for what I need from my instructors.
- I agree to get better acquainted with my fellow students so we can all identify ways to support one another, work together as a team and develop professionally.
- I agree to follow the guidelines and policies in the LSC-PA Basic Nursing Student Orientation Packet.

**Students attending classroom, lab, or clinical sessions virtually should exhibit appropriate etiquette to include at a minimum: Adhering to the same standards of behavior online that you follow in real time, face-to-face sessions; respecting faculty and peers' time by being on time to scheduled exams, sessions and activities; and present yourself in a professional manner at all times.**

**The following behaviors may result in the student being asked to cease the action, lose five (5) points on the next exam, and/or leave the classroom session:**

- Inappropriate and/or disruptive use of cell phones or other electronic devices in classroom
- Talking or sleeping while the instructor is giving instructions or during class discussions/presentations
- Displaying a rude or negative attitude/behavior to the instructor or other students; disruptive behaviors in the classroom, skills/simulation lab, computer lab, testing environment, or clinical setting

**If any of these behaviors result in the student being asked to leave the classroom or lab**

environment, the student will receive a counseling note and a loss of 5 points on the next exam.

Should I be unable to maintain these expectations or stated program requirements, dismissal from the program may occur.

## I. Uniform Policies:

The comfort, security, and well being of the client is dependent upon the nurse's level of knowledge and competence, however, in addition to this, it is influenced by the nurse's personal hygiene, appearance, and behavior. Poor grooming and inappropriate behavior may convey to the client and family a feeling of carelessness. Therefore, students enrolled in the LSC-PA Nurse Assistant Program are expected to conform to the following uniform policies:

1. The student will wear the official uniform of the Nurse Assistant Program at all times during clinical. It is okay to wear a white crewneck shirt under uniform. Tattoos must be covered while in clinical setting.
2. Standard name pin will be worn at all times in the clinical setting. It is white with blue letters. Lamar State College-Port Arthur is on the first line. The student's first name and last initial are on the second line. The third line should state Basic Nursing Student.
3. All students are to bathe and use deodorant prior to coming to clinical each day. Do not wear STRONGLY scented powders or perfume.
4. All students are to wear clean newly laundered wrinkle-free uniforms to clinical each day.
5. Shoes are to be white as the primary color, good threads, closed toes, and heels, and in good condition. No canvas shoes are to be worn.
6. White hose or socks are to be worn (hose with skirts).
7. Fingernails must be clean and in reasonable length for safe client care, not to exceed 1/8 inch beyond the fingertip. No artificial nails are allowed. No nail polish is permitted.
8. Hair must be clean, neat and in no way interfere with client care. If long, it must be fastened back from the face and secured so that the long ends remain behind the shoulders during patient care delivery. Scarves, ribbons, ornaments and unnatural hair color (ie. pink, blue, green, purple etc.) are not acceptable.
9. Only a watch; plain ring band without stones; and one pair of small pearl, silver, gold studs may be worn in the lowest hole of the ears while in uniform. No other body jewelry is allowed.
10. Cosmetics must be used moderately and attractively applied.
11. Sideburns, mustaches, and beards are acceptable on campus, but may be inappropriate in certain clinical facilities. Students are to meet the standard of the facility.
12. Skill Packet, B/P cuff, stethoscope, pen and paper are required for clinical.  
**\*\*\*Students are to adhere to the uniform policy. Faculty have the right to send a student home who comes to clinical without complying with the uniform regulations. This will result in a clinical absence.\*\*\***
13. Students must pass a mock skills test, administered by the instructor before becoming eligible to take the State NATCEP Examination. STUDENTS WILL BE ALLOWED 3 ATTEMPTS TO PASS 5 OUT OF 5 RANDOMLY SELECTED SKILLS. Additionally, students MUST actively participate in a minimum of 3 scheduled open lab sessions, to obtain Instructor approval for testing.
14. Students are to be in good medical condition, in order to safely and effectively provide care to residents of the facility, with instructor supervision. Students who are pregnant or have a medical condition must receive a medical release to perform care in the facility, without restriction, according to facility policy and procedures.

**In addition to these stated policies, students must sign an agreement of understanding to adhere to policies and standards for classroom, lab and clinical. This agreement will be placed in student files for Instructor records.**

## Attendance Policy

**Nurse Aide for Healthcare NURA 1160 clinical and the didactic co-requisite of this course, NURA 1301, may consist of online and in-person lectures, labs and assignments. Schedules may be changed at the discretion of the Faculty and Nurse Aide Program Coordinator. Research has shown a cause-and-effect relationship between attendance and college success. All attendance policies are in effect regardless of whether conducted online, in the classroom, lab, or clinical setting. Policies for this course are described below:**

**Because poor attendance is a leading reason for termination from a job in all areas of employment, attendance at all scheduled clinical, lab and class sessions are expected.**

1. A student who is absent from course activities for more than three (3) days without notification to the faculty may be dropped from the program by the Program Director. Students on campus but not in class are considered absent. Students who do not attend scheduled live virtual activities will be counted absent.
2. Late arrival to class is disruptive. Students who consistently arrive after the beginning of the class (3 or more times) will be counseled and a plan of corrective action determined. Class will begin promptly at the scheduled time. Students who arrive fifteen (15) minutes after the beginning of class should not enter the classroom and should wait until break to enter. **A student who is tardy three (3) times in one class will result in a 5-point deduction from the next**

exam grade.

3. It is the student's responsibility to notify the instructor and Nurse Aide Coordinator of any absence. If the student is unable to contact the instructor(s), the student should call 409-984-6356 or 1-800-477-5872 ext. 6356. The student should also email the faculty or call the faculty office and leave a voicemail.
4. In addition to notifying instructors, students must submit a Student Excuse Form, upon the first day of return, each time the student is absent, delayed from attending or must depart early from class, clinical or lab. Failure to complete the Student Excuse Form will result in a declaration of a 'No Call, No Show' for the number of days absent and may result in the student being dismissed from the program.

#### Additional Information

1. [Gates Memorial Library located at 317 Stillwell](#)
2. [Student Success Center building](#)
3. [Nurse Aide Training and Competency Evaluation Program \(NATCEP\) | Texas Health and Human Services](#)
4. [Evolve Website \(HESI\)](#)
5. [Texas Unified Licensure Information Portal \(TULIP\)](#)
6. [Texas Nurse Aide | Prometric](#)
7. [FACETS Healthcare Training](#)
8. [The CNA Association](#)
9. [Lamar State College Port Arthur Catalogs - SmartCatalog \[www.academiccatalog.com\]\(http://www.academiccatalog.com\) \(\[smartcatalogiq.com\]\(http://smartcatalogiq.com\)\)](#)
10. [Lamar State College Student Handbook](#)
11. [Lamar State College Port Arthur, textbook locator](#)
12. [LSCPA - Calendars \(\[lamarpa.edu\]\(http://lamarpa.edu\)\)](#)

#### Institutional Policies

##### MyLSCPA

Be sure to check your campus email and Course Homepage using MyLSCPA campus web portal. You can also access your grades, transcripts, academic advisors, degree progress, and other services through [MyLSCPA](#).

##### Academic Honesty

Academic honesty is expected from all students, and dishonesty in any form will not be tolerated. Please consult the LSCPA policies (Academic Dishonesty section in the Student Handbook) for consequences of academic dishonesty.

##### ADA Considerations

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the [Disability Services Coordinator](#), Room 117, in the Student Success Center. The phone number is (409) 984-6241.

##### COVID 19 Information

The Lamar State College Port Arthur (LSCPA) Student Code of Conduct COVID 19 Policy requires students who have been diagnosed with COVID 19 to report their condition directly to their local health department. Students should also contact their course faculty to report their quarantine status. In addition, this policy requires all students to wear face coverings when directly exposed to COVID 19 in compliance with the criteria included in the policy. For more information please refer to the COVID 19 link on the LSCPA website.

##### Facility Policies

No food or tobacco products are allowed in the classroom. Only students enrolled in the course are allowed in the classroom, except by special instructor permission. Use of electronic devices is prohibited.

##### HB 2504

This syllabus is part of LSCPA's efforts to comply with Texas House Bill 2504.

##### Mandatory Reporting of Child Abuse and Neglect

As per Texas law and LSCPA policy, all LSCPA employees, including faculty, are required to report allegations or disclosures of child abuse or neglect to the designated authorities, which may include a local or state law enforcement agency or the Texas Department of Family Protective Services. For more information about mandatory reporting requirements, see [LSCPA's Policy and Procedure Manual](#).

##### Title IX and Sexual Misconduct

LSCPA is committed to establishing and maintaining an environment that is free from all forms of sex discrimination, including sexual harassment, sexual violence, and other forms of sexual misconduct. All LSCPA employees, including faculty, have the responsibility to report disclosures of sexual misconduct, including sexual harassment, sexual assault (including rape and acquaintance rape), domestic violence, dating violence, relationship violence, or stalking, to LSCPA's Title IX Coordinator, whose role is to coordinate the college's response to sexual misconduct. For more information about Title IX protections, faculty reporting responsibilities, options for confidential reporting, and the resources available for support visit [LSCPA's Title IX website](#).

##### Clery Act Crime Reporting

For more information about the Clery Act and crime reporting, see the [Annual Security & Fire Safety Report](#) and the [Campus Security website](#).

##### Grievance / Complaint / Concern

If you have a grievance, complaint, or concern about this course that has not been resolved through discussion with the Instructor, please consult the Department Chair.

##### Department Information

Allied Health

Chair: [Shirley MacNeill](#)

Email: [macneisb@lamarpa.edu](mailto:macneisb@lamarpa.edu)

Phone: (409) 984-6365