THE UNIVERSITY OF TEXAS AT TYLER
COLLEGE OF NURSING & HEALTH SCIENCES

NURS 5352 SYLLABUS
ADVANCED HEALTH ASSESSMENT

FALL 2014

Faculty:

Dr. Carol, Rizer, DNP, APRN, CRNA

Ms. Sue Brown, MSN, APRN, FNP-BC

Ms. Angie Corley, MSN, APRN, FNP-BC
WELCOME

Welcome to NURS 5352 - Advanced Health Assessment! As your instructors, we look forward to meeting with you in class sessions as well as in our virtual classroom. In this course, you will be learning advanced physical assessment skills and how to formulate differential diagnoses.

Please refer to the information contained in this Syllabus any time you have a question regarding the basic course information.

COURSE INSTRUCTORS

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NURS 5352 - ADVANCED HEALTH ASSESSMENT

Total Credits: 3 semester credit hours; 20 laboratory hours.

COURSE DESCRIPTION

This course will involve application of advanced health assessment principles and skills for comprehensive examination of clients. Focus will be on common deviations from normal. Populations across the lifespan will be included. Course fee required.

In order to be successful, you should read assigned materials, participate in scheduled on campus classes and laboratory experiences, and complete all assignments in a timely fashion. Components of this course will include four exams, Shadow Health virtual clinical experiences, two episodic SOAP NOTES, 12 module quizzes, a health history assignment, a Denver Developmental assignment, and on-campus lab practice and skills practicum experiences.

Be aware that even though the course sequence focuses on modules of content that are well spaced throughout the semester, you will need to begin to master the examination techniques more quickly, even though the didactic material may not have been covered by the time the practicums are scheduled. It is expected that you will be well-practiced and ready for check-off by mid-semester, even though the mid-term Intensive week will also be a time of learning and perfecting your skills.

COURSE PREREQUISITES

- Basic health assessment course.
- Minimum grade point average of 3.0 for the last 60 semester credit hours of undergraduate work.
- A Bachelor of Science in nursing degree from a nationally accredited school.
- Current licensure as a Registered Nurse.

COURSE OVERVIEW

This advanced clinical track course builds upon baccalaureate and professional practice physical assessment and history-taking knowledge and skills. It focuses on the skills of assessment necessary in advanced nursing practice.

The course provides opportunities for you to perform comprehensive and problem-specific psychosocial, developmental, cultural and physical assessments in establishing client-centered databases. You will analyze data from client-centered databases to determine client health status, identify health problems, and formulate diagnoses.

Clinical lab experiences include opportunities to perform assessment skills and improve history-taking with input from faculty in the skills lab on the UT Tyler campus, and within the virtual Shadow Health clinical setting.
You are expected to be self-directed in your learning and to approach every learning opportunity with a clear understanding of the learning objectives.

The content of this syllabus or web-based course is subject to change at the discretion of the faculty according to current learning needs. Therefore it is wise to review assigned readings and assignments on DB at the beginning of each week for possible updates. Notify the faculty immediately if there are issues that would delay submission of assignments.

COURSE GOALS AND OBJECTIVES

Building upon basic physical assessment and history taking knowledge and skills, this course focuses on knowledge and clinical skills required for advanced practice nursing. Upon successful completion of this course, you will be able to:

- Demonstrate the ability to obtain and document a comprehensive health history for individuals across the lifespan.
- Perform a risk assessment of the patient including the assessment of lifestyle and other risk factors.
- Assess health promotion behaviors of individuals across the lifespan.
- Perform and document a complete episodic physical examination of individuals across the lifespan.
- Perform basic assessment tests and interpret pertinent laboratory and diagnostic data.
- Relate assessment findings to underlying pathophysiology.
- Analyze assessment data to determine differential diagnoses.
- Analyze assessment data to determine nursing diagnoses.
- Develop an effective and appropriate plan of care for the patient that is research based (evidence-based practice) and takes into consideration life circumstances, cultural, ethnic, and developmental variations.

INSTRUCTIONAL METHODS

This course is taught in a web-enhanced format with online readings as well as scheduled on-campus lecture and labs throughout the semester. The following learning venues are included:

- Online learning activities and website media will be used. Students will access Jones and Bartlett Online Learning Resources related to the required course textbook and Shadow Health virtual patient modules online.
- Mandatory face-to-face lecture and labs will be held during the Intensives Weeks during the semester for intensive focus on advanced assessment skills.
- There will be a midterm and final practicum skills check-off with required episodic SOAP notes.
- There will be several required assignments to be turned in under the Assignments tab on Blackboard.

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If you are unable to attend any on-campus session because of an emergency situation, you must make prior arrangements with your specific section instructor, if at all possible.

REQUIRED TEXTBOOKS:

<table>
<thead>
<tr>
<th>AUTHOR</th>
<th>TITLE</th>
<th>EDITION</th>
<th>PUBLISHER and/or ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Habif, et al.</td>
<td>Skin Diseases: Diagnosis &amp; Treatment</td>
<td>3rd Ed.</td>
<td>978-00323077002</td>
</tr>
</tbody>
</table>

REQUIRED COURSE EQUIPMENT

- Quality stethoscope
- Clear plastic ruler, 5-6 inches long
- Penlight
- Lab coat
- Watch with second hand or second function
- UT Tyler student name badge ($15.00)
- UT Tyler patch – purchased locally at CR Scrubs
- PDA or cell phone with internet access
- Web Cam for your computer

PROVIDED COURSE EQUIPMENT

You will be issued a **Diagnostic kit** (otoscope, ophthalmoscope, percussion hammer, and tuning fork), as well as a **Denver Developmental kit**, at the beginning of the semester. These **must be returned after completion of the FINAL PRACTICUM. Those who fail to return these items, whether lost or stolen, will be responsible for the cost of replacing these items which total $700.** Return Diagnostic Kit and Denver Kits by 12/05/14 – You will not receive a grade until all equipment is returned.

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Estimated Time Required for Completion of Assignments:

Reading of professional materials (books, journals, etc.) is an integral aspect of role development as a nurse practitioner. It is recommended that students spend a minimum of 2 hours daily reading materials related to assigned readings, clinical topics, and professional issues associated with the NP role and competencies. As a rough guide, you should plan to spend six to eight hours per week on this course. The actual amount of time will vary from individual to individual. This estimate includes the time you will spend reading, researching particular items for more information, and completing assignments.

Every student is responsible for completing the recommended reading, completing the course module components, assignments, quizzes, and exams according to due dates in the course calendar. Reading assignments consist of associated materials in the course textbooks and this list may be viewed on the course calendar and in each module. All assignments are made with the assumption that required reading assignments will be completed prior to completion of the assignments.

COURSE EVALUATION

Course Grading Scale:

A = 90 to 100%
B = 80 to 89%
C = 70 to 79%
D = 60 to 69%
F = Below 60%

GRADING ELEMENTS: POINTS

Exams:
Exam 1 15% *
Exam 2 15% *
Exam 3 15% *
Exam 4 15% *
Module Quizzes: (12 quizzes total) 10%
Pediatric Episodic SOAP Note: 5%
Adult/Geriatric Episodic SOAP Note: 5%
Denver Developmental: 5%
Health History Assignment: 5%
Shadow Health Modules: 10%

Laboratory/Clinical Component (P/F):

Participation in Intensives Week(s) P/F
Mid-term Practicum & SOAP Note P/F**
Final Practicum & SOAP Note P/F**

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Course Clinical Practice Hours (20)          P/F
Typhon Clinical Log          P/F

*The average of your exams must be greater than or equal to 80 in order to pass the course. Even if you have enough points to pass otherwise, you will not pass the course without making an 80 average on the four exams.

**You must pass the Mid-term and Final practicums to pass the course. Even if you have enough points to pass otherwise, you will not pass the course without passing the practicums.

COURSE ELEMENTS

Achievement of the course objectives is evaluated based on the following activities:

I. EXAMS:

- Exams in the course will be given ONLINE, using a service called Proctor U.
- Students must sign up with Proctor U at the beginning of the semester for all four exams.
- Each student is responsible for payment for the Proctoring service at $25 per exam.
- Exams must be taken during the time designated unless other arrangements are made with instructors prior to the test.
- Exam dates are listed in the Course Calendar.
- Students must achieve an AVERAGE of 80 on all four exams to pass the course. Even though you may have enough percentage in other areas to raise your overall grade, you still will not pass the course without an 80 overall AVERAGE on all exams.
- Each exam may be opened at any time between the hours of 8:30 AM and 10:00 AM (CST), but you will only have 90 minutes to complete the exam. And, you must finish the exam by 11:30 AM. Please pay strict attention to this time limit!
- Further information is available through Proctor U.
- The module objectives and assigned readings will guide the selection of items for the tests. Emphasis will be on application and synthesis of knowledge.
  a. Exam 1 will cover Modules 1, 2, & 3
  b. Exam 2 will cover Modules 4, 5, & 6
  c. Exam 3 will cover Modules 7, 8, & 9
  d. Exam 4 will cover Modules 10, 11, & 12

- Absolute integrity is expected from every student in all aspects of the course and students may be dismissed from the program for violations. Cheating on exams will not be tolerated. All persons involved in Academic Dishonesty will be disciplined in accordance with University Regulations and Procedures. You are responsible for reading and following the student guidelines on academic integrity in the Handbook of Operating Procedures for UTTyler.
- Exams are not open-book. No notes, books, papers or other aids are to be used during any exam. Students are to work individually and submit the test within the allotted time
At a pre-determined time, after all students have completed the exam online via Proctor-U, you will be given an opportunity to review the exam online.

You will have only 30 minutes to view the test and complete the test review.

A forum will be available within the course Discussion Board for students to write challenges regarding test questions to be submitted to faculty for review.

All question challenges should contain a pertinent rationale. Only those challenges supported by a rationale will be reviewed.

If necessary, opportunities for individual review of each exam will be allowed within 2 weeks of the administration of the exam. After that time period, the exam will no longer be reviewed.

Any adjustment to exam grades will be at the discretion of the faculty.

Grades will be posted on Blackboard, but should not be considered the official grade for the course until all exams have been taken and final grades posted.

If you are unable to take the exam on the posted date, notify the course facilitator as soon as possible. If the course faculty decide that an alternate exam will be given, the format and times will be at the discretion of the course facilitator, and the exam may be comprised of essay questions.

II. Module Quizzes (10%)

There will be a short Quiz given after each course module. These quizzes will take place on the Friday evening of the corresponding module week. There are 12 total quizzes. The combined total of points for all quizzes will account for 10% of the final grade.

III. Shadow Health Modules (10%)

Shadow Health is a virtual patient module experienced online. The cost of this component of the course is $89. This is a one-time fee and will be accessible to the student in other classes should it be required. Please create your account as soon as possible and pay for your course with a credit card by visiting http://app.shadowhealth.com/. Enroll with this course-specific PIN: August2014-3252-1283-4217-9760. (Other questions regarding SH are answered in the FAQ tab in Blackboard). Then, CAREFULLY review the Registration Guide found in the FAQ section of Blackboard and follow the steps to complete your registration. Review the SH grading rubrics and objectives in order to achieve maximum points credit for each module. There is a certain learning curve involved with SH and it helps to practice it regularly, learning the ‘vocabulary’ required for Tina to understand your questions, so be patient and persistent. Reading all the instructions offered in the online modules before you begin will be particularly helpful.

IV. Episodic SOAP NOTES (5% Each)

- The student is required to submit a total of two (2) episodic SOAP NOTES.
- One will be an Episodic Pediatric SOAP NOTE, and one will be an Adult/Geriatric Episodic SOAP NOTE.
• The ‘patient’ you use for this assignment may be virtually anyone who agrees to allow you to conduct the examination. You may not, however, use your own child. You may use a friend or family member’s child, as long as you get parental permission. For the adult SOAP, you may use any willing adult you would like.
• Each of these episodic SOAP NOTES is worth 5% of the total course grade. Please use the appropriate guide for each one.
• Be VERY SPECIFIC as you follow the grading rubrics for each: Pediatric Grading Rubric, and the Adult/Geri Grading Rubric, so that you include ALL components listed in order to achieve maximum possible points.
• The due dates are listed in the course calendar.

V. Health History Assignment (5%)

• The assignment is to select a suitable ‘patient’, do a thorough history and interview, just as you would do as an Advanced Practice nurse. You may use anyone willing to help you with the assignment, perhaps a family member, roommate, or friend.
• Use the grading criteria very specifically to write up the note. Do not type this assignment into a template.
• The paper should be a formal paper in APA format, complete with a title page and reference list.

VI. Mid-Term Practicum, (Pass/Fail)

• The expectation for this course is that by midterm, you should be able to do a basic history, HPI, and complete head-to-toe physical exam (excluding breast and genitalia) within 60 minutes and be able to write up the findings in a SOAP format within 24 hours of your check-off completion time.
• An 80% or above (using the midterm SOAP grading criteria) is required to pass this assignment.
• The student will perform this Practicum on a classmate in the lab.
• The Practicum will be performed on campus (see schedule), and students will be given a basic chief complaint for the history taking.
• The lab practicum will be PASS/FAIL and based upon the Mid-term Practicum grading criteria.
• CAVEAT: For high achieving students who achieve a grade of 550 or above on the Mid-Term Practicum and a Pass on the associated SOAP note, the student may elect to receive a PASS for the Final Practicum and receive the same SOAP grade for the Final SOAP as he/she made on the mid-term SOAP. (Faculty reserves the right to withdraw this caveat if it is felt that the student requires additional evaluation.)

VII. Final Practicum, (Pass/Fail)

• At the end of the semester, each student will schedule time with their clinical instructor to perform their Final Practicum (for those not achieving a score high enough on the mid-term to opt out of the final).
• The Practicum will be performed on a fellow student.
• Students will be evaluated on their ability to perform a complete head to toe assessment as outlined on the Final Practicum Evaluation tool. The student will have **45 minutes** to complete the practicum, and **24 hours** to complete the SOAP write up of the assessment. A chief complaint will be given to each student by their clinical instructor, at the beginning of their Practicum. Students must score at least 80% according to the Final Practicum grading criteria. The final practicum is Pass/Fail.
• A sign-up sheet will be provided towards the end of the semester for students to sign up for their final Practicum time.

VIII. Attendance/Class Participation/Professionalism, (P/F)

• Graduate students at The University of Texas at Tyler are held to a high standard of professionalism. The UT Tyler student represents not only themselves, but the University as well.
• Students should dress professionally while on campus or at other sites while representing the University, including wearing a white lab coat with the UT Tyler patch **on the Left Sleeve** for mid-term and final practicum check-offs.
• **Name Badges** may be obtained from Christina Chatham in the Nursing Office on campus.
• Nurse Practitioner students are to wear their Name Badges whenever they are in the clinical setting. For this course, that means to wear all the components of your professional attire when you are in the Midterm and Final Practicum Check-off functioning as a NP student. When you are playing the patient role, you may dress in loose, comfortable clothing that allows your lab partner to examine you.
• Tardiness or unexcused absences are considered unprofessional conduct.
• Cell phone use or texting while in class will not be tolerated.
• Please use proper Netiquette (improper online decorum) in the online classrooms as well.
• Be aware of the Academic Honesty policy of UT Tyler and read through the course syllabus thoroughly.
• Please notify the faculty about personal issues that would preclude timely posting of assigned work.
• Lack of class participation may result in deductions from the Professionalism grade.
• The student’s section faculty will be responsible for assessing the student’s Professionalism grade at the end of the semester.

IX. CLINICAL/LAB SUMMARY OF HOURS:

The summary of clinical/lab hours is simply a copy of your Typhon hours. Once you become familiar with the Typhon site, you will be able to easily print a summary of your hours, which you should then upload to the appropriate Assignments link.

LABORATORY/CLINICAL ELEMENTS
A. On-Campus Intensives:

- This course involves hands-on practice and evaluation by instructors. This will take place during an on-campus Intensives Week.
- Students should make arrangements to be on campus for a 3 day period in October for practice and Mid-Term Check-Offs.
- Additionally, one day in November for Final Practicum Check-offs will be offered.
- Additional practice times will be made available. The Intensives Weeks will be:

  October 13-17, 2014
  November 19-21, 2014

- Final details on this schedule will be available by first class day.

B. Lab (Clinical) Hours:

Students in this course will be given credit for clinical hours for the following activities:

- **Intensives Lab Practice** 7 hrs.
- **Denver Developmental Assignment (x2)** 2 hrs. (1 hr. for each Denver)
- **Midterm Practicum and Soap Note** 3 hrs. credit
- **Shadow Health Modules (#8 total)** 8 hrs. credit (1 hr. for each module)

**Total Clinical hours:** 20 hrs. clinical credit

**TYPHON:**

Throughout the NP Program, you will be asked to keep track of your clinical hours in a system called Typhon. Typhon has a one-time student license fee of $80. Once your name is added to the UTTyler account on Typhon, your background color will be pink until you pay for it. However, you will not be able to pay for it until you are sent a username/password from UTTyler. More information regarding Typhon will be given to you at orientation.

- Through the Typhon site, you will not only keep track of clinical hours but will also enter your clinical schedule (for courses that require clinical site hours). A listing of all patients you have cared for during the course and during your NP clinical experiences and your clinical schedule of hours worked is to be recorded using Typhon. Typhon requires demographic data and diagnoses for each patient. In most classes, entries using Typhon should be posted within one week of the clinical experience.
- **Register** with the Typhon site when you receive a personal email from your faculty with your personal PIN number. Follow the steps to create your account. You will keep this account throughout your APN program.
- If you are not in an APN track, please let your section faculty know and they will give you further information.
- It is your responsibility to see that your Typhon accounting of hours is up to date and correct. **Each student should keep a printout or burn a CD of your clinical logs (or**
both). These logs may be requested by the Board of Nursing if you move to another state and request approval as an APN there. It is the responsibility of the student to keep these logs.

- The Clinical Experience Log (Typhon) will be submitted to record clinical hours during this course in the form of all the laboratory hours outlined above.

**PROCTOR U:**

- All Exams will be taken online using a proctor service by the name of "Proctor U".
- After you have gone through all the steps on the Proctor U website for setting up and paying for your exam, and checked all your equipment, please contact your clinical faculty if you have any further questions regarding setting up your exams.
- PLEASE BE ADVISED THAT IT IS IN YOUR BEST INTEREST TO SIGN UP FOR THE EXAMS AT THE BEGINNING OF THE SEMESTER.
- All appointments should be made at least three days in advance.
- To make an appointment, test-takers simply create an account at http://go.proctoru.com, clicking on the “new exam” link and selecting the exam, date, and time they desire. Test-takers will receive an email at the email address they provided to Proctor U confirming your reservation.
- IF YOU DELAY, AND HAVE TO SIGN UP LESS THAN 3 DAYS BEFORE THE EXAM, THERE IS AN ADDITIONAL CHARGE OF $5 IN ADDITION TO THE EXAM FEE. IF YOU SIGN UP "ON DEMAND" -- MEANING WITH NO RESERVATION, THERE IS AN ADDITIONAL FEE OF $8.75 IN ADDITION TO THE LATE FEE, AND EXAM FEE.
- Create an account and schedule your exam. Be sure to provide a valid email address and a phone number where you can be reached when you are taking the exam.
- Test your equipment at http://www.proctoru.com/testitout/ before your appointment to confirm the computer being used is compatible for proctoring. This site runs an automated check on your system, or connects you with a live person, if needed.
- At the time of your exam, please go to http://go.proctoru.com and click on the "Go" button to start the process.
- Please see our technical requirements in the handout below.
- FOR QUESTIONS, CONTACT PROCTOR U AT 855-772-8678, visit www.proctoru.com or email help@proctoru.com.
- You may also watch the demo video in the How it Works section.

**ASSIGNMENTS Turn-In Process:**

- All assignments and projects will be submitted through the assignments link.
- Prepare your assignment using Microsoft Word. **Name your assignment with the following convention:** First initial, Last name, Assignment title, Course Number (ex. MSmithPediatricCaseStudyN5352)
- Click on "View/Complete Assignment" in the modules overview area or project area
- Number 1-shows the assignment instructions
- Number 2-is where you add your comments and attach your completed assignment
- Number 3-when all attached files (your completed assignment files) are uploaded, click submit

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• When assignments are received, faculty will open them in Microsoft Word for grading. This will enable us to make comments, ask questions, etc.
• Faculty will return your assignment through the Student Grade book area. To see comments about your assignment, click on your grade.
• If you need more instructions on how to submit files through the assignment link in the modules, You may also visit the Help Tab in Blackboard for useful information or check out On Demand Learning Center for Students http://ondemand.blackboard.com/students.htm

LATE ASSIGNMENTS:

• All assignments are due by the time (Central Standard Time) specified in the Course Calendar. Assignments must be posted via the assignment icon on Blackboard – NOT by email.
• All late assignments may be assessed a 5 points per day penalty (including weekends) when the assignment is not posted by the due date and specified time unless prior arrangements are made with the instructor.

ABSENCES/MISSED LAB HOURS:

Faculty reserves the right to create alternative assignments in cases of missed class days or lab days. Students may also receive point deductions for missed lab or class time, and/or missed assignments.

ACADEMIC DISHONESTY:

• Plagiarism is a serious academic offense. Please avoid the consequences of academic dishonesty by citing all sources that you use in your work.
• Academic dishonesty, such as unauthorized collusion, plagiarism and cheating, as outlined in the Handbook of Operating Procedures for The University of Texas at Tyler, will not be tolerated.
• University regulations require the instructor to report all suspected cases of academic dishonesty to the Dean of Students for disciplinary action.
• In the event disciplinary measures are imposed on the student, it becomes part of the students' official school records.
• Also, please note that the handbook obligates you to report all observed cases of academic dishonesty to the instructor.
• The University of Texas at Tyler Honor Code is:

Honor and integrity…will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.
EVALUATION OF THE COURSE AND FACULTY

- Students are requested to complete an end of semester evaluation of course faculty so that improvements can be made and the course updated from semester to semester. Your comments, critiques, and recommendations are welcomed in this regard and will be taken seriously. An anonymous link will be provided to you towards the end of the semester and your feedback will go directly to Administration and will remain completely anonymous, having no effect whatsoever on your course grade.
- Also, your input throughout the semester contributes to the faculty commitment to continuous improvement in the quality and relevance of this course. If you have ongoing feedback that you feel would improve this course for future students, please feel free to contact the course facilitator.

IMPORTANT UNIVERSITY DATES

- August 25, 2014 – CLASSES BEGIN; Late registration and schedule changes.
- September 8, 2014 – **CENSUS DATE (12TH CLASS DAY): Deadline for all registrations, schedule changes, and section changes.
- October 27, 2014—LAST DAY TO WITHDRAW from one or more courses
- November 3, 2014 – Spring REGISTRATION for graduate/senior/honor/GATE students
- November 4, 2014—Registration for Spring, 2015 begins for Juniors
- November 5, 2014—Registration for Spring, 2015 begins for Sophomores
- November 6, 2014—Registration for Spring, 2015 begins for freshmen
- November 30, 2014—Graduate School for Fall 2014 graduation
- November 24-29, 2014—Thanksgiving holidays for faculty and students
- November 27-28, 2014—Thanksgiving holidays for staff, all offices closed
- November 9-13, 2014—Final Exam Week
- *You may view the complete Academic Calendar for UT Tyler here.*

**The Census Date** is the deadline for many forms and enrollment actions that students need to be aware of. These include:
- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a “W” grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

COMMUNICATION

A. With Faculty
• Regular communication with the clinical faculty is required to review clinical lab activities, develop on-going objectives, and evaluate both didactic and clinical progress.
• Faculty will respond by email within 24 hours if on a weekday and by Monday @ 8pm if on the weekend. DB will be monitored in the same fashion. Response times are usually even more prompt than this, since we sincerely want to make ourselves available for your questions.

B. On Blackboard

• Students are to check the Discussion Board (DB) of Blackboard daily for announcements and new information.
• A Course Questions forum is available for posting questions to instructors. In this way, all students may benefit from the question/answer exchanged. Again, we will try to answer within 24 hours on weekdays, and by Monday @ 8pm if on weekends.
• Students may also post questions in Coffee House forum to discuss items/questions to other students. This forum will not be consistently monitored by faculty.

C. Patriot Email

• Students must check their Patriots email on a regular basis. Second to the Discussion Board forums, this is the preferred method of communication by faculty with students.
• Failure to check your email may result in a lack of feedback regarding course changes and other important information. Failure to monitor your email will not constitute an excuse for missed/late assignments.
• To communicate by email with other students or faculty within the course, click the Communications link on the left. Click Send E-mail to send a message. In this way, you may to send messages to All Users or Select Users in the course, including the instructors.
• If you need more instructions on how to send email messages through Blackboard, please review the On Demand Learning Center for Students.

COURSE OR BLACKBOARD PROBLEMS

• For general questions about the course, first utilize the Course Questions forum under the Discussions tab on Blackboard. Questions will usually be answered within 24 hours, or on Monday by 8pm if on the weekend.
• For other questions or problems that may be too personal for placement on the Course Questions Discussion Board Forum, please email your section faculty, or any course faculty. Emails are usually answered within 24 hours during the week and by Monday at 8pm if on the weekend. Please note that occasionally, technical problems in email systems may slow down response times.
• For technical issues with Blackboard, please check out On Demand Learning Center for Students.

ASSUMED PREREQUISITE KNOWLEDGE

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Each student is expected to enter the course with at least basic abilities in health assessment. Upon entry to the course, you should be able to function at the level described below. Review this content, as needed.

### A. GENERAL SURVEY OF CLIENT.

1. Gather name, age, sex, and occupation.
2. Level of consciousness.
3. Coordinate procedures to limit position changes for examiner and client.
4. Wash hands at appropriate times
5. Briefly summarize findings to client, & thank client for his/her time.
6. Use appropriate terminology & correctly pronounce medical terminology with client.

### B. STANDING IN FRONT OF CLIENT, CLIENT IS SITTING.

1. **Skin/Nails**
   - a. Inspect hands
   - b. Inspect fingernails, Note nailed color
   - c. Assess for clubbing.
   - d. Palpate nails for capillary filling and note time: (i.e.<2 secs)
   - e. Inspect skin color and pigmentation. Notes cyanosis
   - f. Palpate skin temperature.
   - g. Palpate skin moisture.
   - h. Palpate skin texture.
   - i. Note and describe any lesions
2. **Pulses**
   - a. Palpate Radial pulses (Scale 0-4+)
   - b. Palpate Brachial pulses (Scale 0-4+)
3. **Assess Range of Motion**
   - a. Hands
   - b. Wrist
   - c. Elbow
   - d. Shoulders
4. **Head and Face.**
   - a. Inspect and palpate scalp, hair, cranium.
5. **Eyes.**
   - a. Six cardinal fields of gaze (EOMs)
   - b. PERRLA
     1. equal and round
   - c. Inspect and Palpate External structures.
   - d. Inspect
     1. Conjunctivae.
     2. Sclerae, Cornea, Iris
6. **Ears.**
   - a. Inspect and palpate external ears.
b. Determine if any ear tenderness is present.

7. Nose.
   a. Inspect and palpate external nose.
   b. Patency of nostrils.

8. Mouth and Throat.
   a. Inspect lips and buccal mucosa with penlight and tongue blade.
   b. Teeth and gums.
   c. Observes swallow

   a. Assess skin characteristics.
   b. Inspect for symmetry, plus palpate for lumps and pulsations.
   c. Carotid pulse.
   d. Trachea.
   e. ROM.

C. BACK OF CLIENT, CLIENT SITTING.
      a. Inspect (verbalize observations):
         - Skin characteristics.
         - Use of accessory muscles.
         - Retractions, heaves, or dyspnea.
         - Symmetry.
      b. Auscultate breath sounds with diaphragm of stethoscope in organized
         Sequence -- side-to-side.
         - Posterior (6 minimum sites)
         - Lateral (5 minimum sites)
      c. Describe type of breath sounds heard.

D. FRONT OF CLIENT.
      a. Inspection
         - Respirations.
         - Skin characteristics.
      b. Palpate
         - lumps or tenderness (4 places, upper/lower)
         - skin turgor.
      c. Auscultates (4 minimum sites)
         - breath sounds with diaphragm of stethoscope in organized sequence, side-to-side
         - Describe type of breath sound

E. CLIENT SUPINE
   1. Heart
      a. Inspect precordium for pulsations and heaves.
      b. Palpate precordium with palm.
      c. Locate, Inspect, Palpate, and Auscultate PMI/ Apical impulse.
      d. Auscultate apical rate and rhythm.
      e. Locates landmarks.
      f. Auscultate heart sounds with diaphragm:
1. Aortic area
2. Pulmonic area
3. Erb’s Point
4. Tricuspid area
5. Mitral area
g. Auscultate heart sounds with bell:
   1. Aortic area
   2. Pulmonic area
   3. Erb’s Point
   4. Tricuspid area
   5. Mitral area

2. Abdomen
   a. Observe
      1. Abdomen at eye level from client’s right.
      2. Inspect skin characteristics.
      3. Inspect contour, symmetry.
      4. Inspect umbilicus and pulsations.
   b. Auscultate
      1. Bowel sounds with diaphragm in all four quadrants.

3. Lower Extremities.
   a. Inspect legs
      1. Symmetry.
      2. Skin characteristics, hair distribution.
      3. Nail bed color
   b. Palpate legs
      1. Temperature.
      2. Pretibial edema.
      3. Posterior tibial pulses. 0 – 4+ scale.
      4. Dorsalis pedis pulses. 0 – 4+ scale
      5. Toes for capillary refill. - (i.e. < 2 secs)

ACCESSING LIBRARY RESOURCES

- Students enrolled in this course have several options to access library resources. You may visit your home campus library or the Robert R. Muntz Library at the University of Texas at Tyler. Follow this link, and then complete the instructions at those sites for accessing information from a distant site.

TECHNICAL SUPPORT

- There are two options to receive UT Tyler technical assistance:
  - Phone: (903) 565-5555 or extension 5555 on campus
  - Email: itsupport@patriots.uttyler.edu
• When you call or email IT Support, be sure to include a complete description of your question or problem including:
  
  • The title and number of the course
  • The page in question
  • If you get an error message, a description and message number
  • What you were doing at the time you got the error message

• You may also visit the Help Tab in Blackboard for useful information or review the On Demand Learning Center for Students.

**Necessary Skills for taking an Online or Hybrid Course**

• As an online/hybrid student you will have a much different "classroom" experience than a traditional student. In order to ensure that you are fully prepared for the online portion of your instruction, following is a list of expectations and requirements:
  
  a. Self-discipline
  b. Problem solving skills
  c. Critical thinking skills
  d. Enjoy communication in the written word

**MINIMUM TECHNOLOGY SKILLS**

As part of your online experience, you can expect to utilize a variety of technology mediums included in the course curriculum:

• Navigate Blackboard
• Ability to send and receive email
• Browsing for and uploading documents and computer files to your Blackboard course
• Downloading and saving files to your computer
• Navigate the Internet using a Web browser such as Mozilla Firefox, Internet Explorer or Chrome.
• Posting to a discussion board and wiki
• Open PDF files
• Playing and viewing video and audio files

**MINIMUM TECHNOLOGY REQUIREMENTS**

• Access to a computer (PC or Mac), personal or on campus
• Internet access (high-speed preferred; Blackboard and the videos may be slow to load on satellite or dial up)
• Microsoft Office, or a Word and PowerPoint compatible program such as Apple iWork or Apache Open Office (free) to view handouts and presentations.
Plug-ins and Helper Applications
UT Tyler online courses use Java, JavaScript, browser plug-ins, helper application and cookies. It is essential that you have these elements installed and enabled in your web browser for optimal viewing of the content and functions of your online course. Always ensure that you are using the most update version for the browser you choose to access the online learning content.

- **Adobe Reader** allows you to view, save, and print Portable Document Format (PDF) files.

- **Java Runtime Environment (JRE)** allows you to use interactive tools on the web.

- **Adobe Flash Player** allows you to view content created with Flash such as interactive web applications and animations.

- **QuickTime** allows users to play back audio and video files.

- **Windows Media Player** allows you to view, listen and download streaming video and audio.

Blackboard Accessibility

The Blackboard platform contains no barriers for users with disabilities and is both usable and accessible by everyone, regardless of age, ability, or situation. For more information, please review their [Commitment to Accessibility](#).

Netiquette Guide

Please see [The University of Texas at Tyler's Netiquette Guide](#)

Campus Directory Quick Reference

<table>
<thead>
<tr>
<th>Reference</th>
<th>Location</th>
<th>Phone #</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Advising</td>
<td>UC 3440</td>
<td>903-565-5718</td>
<td><a href="mailto:advising@uttyler.edu">advising@uttyler.edu</a></td>
</tr>
<tr>
<td>Bookstore</td>
<td>UC</td>
<td>903-566-7070</td>
<td><a href="mailto:bookstore@uttyler.edu">bookstore@uttyler.edu</a></td>
</tr>
<tr>
<td>Campus Activities</td>
<td>UC 3400</td>
<td>903-565-5796</td>
<td><a href="mailto:getconnected@uttyler.edu">getconnected@uttyler.edu</a></td>
</tr>
<tr>
<td>Campus Computing/IT Support</td>
<td>BUS 101</td>
<td>903-565-5555</td>
<td><a href="mailto:itsupport@patriots.uttyler.edu">itsupport@patriots.uttyler.edu</a></td>
</tr>
</tbody>
</table>

NURS 5352 Advanced Health Assessment
Spring 2014
University Policies

Students Rights and Responsibilities
To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: http://www.uttyler.edu/wellness/rightsresponsibilities.php

Grade Replacement/ Forgiveness and Census Date Policies
Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or through the Registrar's link. Each semester's Census date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

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Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions that students need to be aware of. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

**State-Mandated Course Drop Policy**
Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

**Disability Services**
In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University offers accommodations to students with learning, physical and/or psychiatric disabilities. If you have a disability, including non-visible disabilities such as chronic diseases, learning disabilities, head injury, PTSD or ADHD, or you have a history of modifications or accommodations in a previous educational environment you are encouraged to contact the Student Accessibility and Resources office and schedule an interview with the Accessibility Case Manager/ADA Coordinator, Cynthia Lowery Staples. If you are unsure if the above criteria apply to you, but have questions or concerns please contact the SAR office. For more information or to set up an appointment please visit the SAR office located in the University Center, Room 3150 or call 903.566.7079.

**Student Absence due to Religious Observance**
Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

NURS 5352 Advanced Health Assessment
Spring 2014
Student Absence for University-Sponsored Events and Activities
If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement
The policy of The University of Texas at Tyler is to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation
All persons are required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.