



Integrated Mental Health Care II
NURS 5373
Spring 2026
Scheduled Class Days and Times: Hybrid

Instructor's Name: TBD

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Office Hours: Wednesday 4P-5P. Appointments are for phone calls or video conferences only. Please email faculty to make arrangements and obtain a Zoom link.

***The best way to contact me is by email.**

Do not use Canvas messenger. Please include your full name, course and section number, and patriot ID in all correspondence. All other faculty will be listed in the Canvas Course Sections.

This program follows a hybrid format, combining primarily online coursework with required on-campus learning experiences. Students are expected to attend on-campus sessions or clinical activities as part of their training. It is important to plan ahead for any necessary work adjustments during core courses and clinical practicums to ensure academic success and professional growth.

Course Description:

This course integrates theory and evidence-based practice in clinical applications. Students will demonstrate mastery of comprehensive psychiatric assessment, diagnosis, and treatment planning across the lifespan. Emphasis is placed on synthesizing knowledge from the entire PMHNP program through clinical experiences and the Objective Structured Clinical Examination (OSCE). Professional development topics and advanced clinical decision-making are incorporated to support transition into practice as a Psychiatric-Mental Health Nurse Practitioner. Emphasis is on applying theory and research to individuals and families experiencing complex mental health problems. Related professional issues will also be explored in this clinical course. (125 clinical hours)

Prerequisites: NURS 5357, NURS 5359, NURS 5363, NURS5365, NURS 5367, NURS 5368
Successful completion of, or concurrent enrollment in, NURS 5370.

Student Learning Outcomes:

- 1: Demonstrate advanced knowledge and skills in assessing and managing psychiatric conditions in individuals with complex medical comorbidities.
- 2: Apply evidenced-based psychopharmacological interventions, considering potential interactions with medical treatments and addressing the unique challenges of medically ill populations.
- 3: Evaluate the implications of health economics and informatics on the delivery of psychiatric care, considering reimbursement and innovation in practice.
- 4: Collaborate effectively with the healthcare team to ensure comprehensive and integrated care for individuals with psychiatric and substance use disorders and complex medical conditions across the

lifespan.

5: Integrate psychopharmacological knowledge with an understanding of health policy advocacy, certification, and practice requirements.

Required Textbooks and Readings:

1. American Nurses Association (2010). Nursing: Scope and standards of practice, 2nd Ed. Silver Springs, MD: Nursingbooks.org. ISBN: 9781558102828
2. American Psychiatric Association (2013). Diagnostic and Statistical Manual of Mental Disorders Fifth Edition Paperback (DSM-5tr). American Psychiatric Association. ISBN 978-089042-555-8
3. Johnson, K. & Vanderhoef, D. (2016). Psychiatric-mental health nurse practitioner, 4th Edition, Maryland, Silver Spring. ISBN: 9781935213826 4. Stahl, S. (2021). The Prescriber's guide, 7th Edition. New York, Cambridge University Press. ISBN: 9781108926010
4. Boland, B. J., & Sadock, V. A. (2022). Kaplan & Sadock's Synopsis of psychiatry: Behavioral sciences/Clinical psychiatry, 12th Ed. Philadelphia: Lippincott Williams & Wilkins. ISBN: 97819751455697.

Recommended Textbooks and Readings:

1. Wheeler, K. (2022). Psychotherapy for the advanced practice psychiatric nurse: A how to guide for evidence-based practice 3rd Edition Springer Publishing. ISBN: 9780826193797
2. Zimmerman, Mark (2013). Interview guide for evaluating DSM-5 psychiatric disorders and the mental status examination. East Greenwich, RI: Psych Products Press. ISBN 9780963382115

Special Course Notes:

REQUIRED COURSE EQUIPMENT

- Lab coat
- UT Tyler student name badge (\$15.00)
- UT Tyler patch – purchased locally at CR Scrubs
- Cell phone with internet access
- Web Cam for your computer
- External Webcam for testing
- Zoom

Special Course Notes:

The content of this course is hybrid format and may be 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 Canvas at the beginning of each week for possible updates. Notify the faculty immediately if there are issues that would delay submission of assignments. You are expected to be self-directed in your learning and to approach every learning opportunity with a clear understanding of the learning objectives.

INSTRUCTIONAL METHODS

This course is taught in a web-enhanced format with hybrid readings as well as scheduled on-campus labs, assignments or events throughout the semester. The following learning venues are included:

- Online learning activities and website media will be used. Students will access posted online coursework related to the required course textbook. Pertinent YouTube videos lectures will enhance the modules.
- There will be several required assignments to be turned in under the Assignments tab on Canvas.
- Optional readings and videos may be offered to enhance your learning.

Should you miss an exam for an excusable reason, the make-up exam may consist of an essay and fill-in-the-blank type questions or a clinical challenge assignment. Be aware that an excuse for make-up exams primarily consists of emergency situations only and not requests for personal vacations or scheduling conveniences.

Work excuses or failure to adequately connect to the internet during exams are not necessarily considered reason enough to permit scheduling a make-up exam and may be evaluated on a case-by-case basis.

If you have difficulties with internet connection, contact *Lockdown browser U*, the online lockdown browser testing platform, and then contact your faculty right away, to limit the delay time in starting an exam. Students should always notify the instructor prior to a foreseeable absence.

Locations of Class: Hybrid , check course calendars, there is a midweek class meeting one to two times per week. Subject to change, check the calendar published in the course when the semester begins.

This course requires you to use the Canvas learning management system to complete course work. Some assignments are timed and once logged on will need to be completed at that time in the time allotted; ensure you have reliable internet access for this hybrid course.

Some semesters there may be quizzes, on-campus oral examinations, or an exam through APEA. This is accomplished in their online secure website or on-campus faculty monitoring. A link will be provided in the course if this assessment method is in use. The exams in this course will be proctored using a testing platform. You will need to have a webcam and microphone. If you are not able to provide these items, you must contact your professor by the end of the first week of the semester so we can arrange for you to take your exam on campus.

Clinical Course Requirements Information:

Clinical Hours Required NURS 5373 is a 125 clinical hour, 15-week course. Students can expect a minimum of 10 hours of clinical per week; no clinical time may be scheduled over University Holidays or Breaks or during Finals Week.

A minimum of 125 clinical hours is required for satisfactory completion of this course and 500 or 750 a total of clinical hours is required for the entire program.

The breakdown of clinical hours for the entire NP program is as follows:

NURS 5363 – Differential Diagnosis of Mental Health Disorders -125 Clinical Hours

NURS 5365- Psychotherapeutics and Therapy Modalities – 125 Clinical Hours

NURS 5367 Adults and Older Adults: – 125 hours total

NURS 5368 Adult/Gerontology – 125 hours total

NURS 5370 Children/Families – 125 hours total

NURS 5373 Integrated Mental Health Lifespan – 125 hours total

To meet the course learning objectives, a student may choose to work with the professionals at a setting that meets the educational needs for the semester.

Please remember that students are not allowed to do clinicals where they are employed nor with a relative. Each course has a specific population focus for clinicals, and clinical sites/preceptors must be approved by the clinical instructor.

Site Diversity & Experience Goals

Students are **encouraged to rotate through diverse clinical settings**, including:

Inpatient psychiatric units

Outpatient clinics

Substance use treatment facilities

Detox programs

Intensive outpatient programs (IOP)

Partial hospitalization programs (PHP)

Exposure to a variety of patient populations and care settings ensures a **well-rounded clinical experience**.

Scheduling Guidance

Goal per semester per course: 125 hours or more

Students are encouraged to **schedule additional hours** to account for preceptor emergencies, vacations, or unforeseen circumstances.

Clinical Approval, Hours, and Restrictions

Clinical hours may be completed with the following licensed providers:

- **Licensed Psychiatrist (MD or DO)**
- **Physician's Assistant (PA) with a Certificate of Added Qualifications (CAQ) in Psychiatry**
- **Board-Certified Psychiatric Mental Health Nurse Practitioner (PMHNP-BC)**

To meet the course learning objectives, a student may choose to work with the professionals at a setting that meets the educational needs for the semester. **Please remember that students are not allowed to do clinicals where they are employed nor with a relative.** Each course has a specific population focus for clinicals, and clinical sites/preceptors must be approved by the clinical instructor. **The instructor will be able to contact the preceptor at any time during the semester via phone call, zoom, or in -person.** These meetings can be scheduled or not scheduled.

Preceptor Utilization:

A single preceptor may be used for **no more than two (2) clinical semesters** during the entire program. This ensures students gain diverse clinical experiences in multiple settings.

Extenuating Circumstances:

Students experiencing challenges with clinical placements, preceptor availability, or other significant issues must promptly notify their **lead faculty**.

Clinical Supervision Requirements

100% of encounters must be supervised by your preceptor.

Supervision means **active guidance and feedback**, not passive observation.

Enrollment in Clinical Courses:

Students may enroll in **up to two (2) clinical courses simultaneously**, provided they meet all program and clinical placement requirements.

Faculty will review the situation on a case-by-case basis.

A **pardon or exception** may be granted with faculty approval in extenuating circumstances.

Preclinical Approval: Students must be approved by their lead faculty before starting any clinical hours. If clinicals begin without approval, hours will not count, and academic consequences may apply.

- 1) **Appropriate Clinical Attire** Students should ask their preceptor how they should dress prior to arrival at the clinical site. Regardless of attire the UT Tyler ID badge must be worn at all times while in the clinical area. Remember, UT Tyler NP students are representing themselves and the university as future NP's and need to look at the part. If appropriate for the setting, students may wear a lab coat. The Lab coat must have the UT Tyler School of Nursing patch on the left chest. All clothing should be clean, pressed, with no frayed hems showing. Should a preceptor advise the student to wear scrubs then this is permitted only in that preceptor's setting.
- 2) **Preceptor Handbooks** Students are required to give each preceptor a UT Tyler Preceptor Handbook and review the contents of the handbook with them. The Preceptor Handbook is available on Mission Possible in Canvas. In addition, students are expected to develop specific clinical objectives and provide them to each of their preceptors at the beginning of their clinical rotations.
- 3) **Clinical Hours** Documented within the clinical placement software. Clinical hours data should be entered into the clinical placement software each night within 72 hours of the clinical date. The **Clinical Placement Software** hours and preceptor signature sheet hours must match. Students are to use the clinical time to see patients as quickly and efficiently as possible.

Scheduling Restrictions:

Clinical hours **cannot** be completed on holidays, school breaks, or during finals week.

If a clinical day exceeds 6 hours, a **30-minute lunch break** is required.

. For example, an 8-hour day of clinical with a 30-minute lunch break should be listed as "7.5 hours (30-minute lunch break)" and the total number of hours should not include the lunch breaks.

Confidentiality - maintain patient confidentiality by not removing any patient identifiers from clinics other than patient initials for the Clinical Placement Software log as this would be considered a HIPPA violation. Students may not take a printed patient schedule, lab, or any other printed information from the clinic setting. No screenshots or copies of any patient records are allowed.

- 4) **Preceptor Signature Sheets** or Electronic Time Logs- Preceptor **signatures should be obtained each day** as the student is in clinical or the Preceptor is required to sign the time sheets electronically. Please use the preceptor signature sheet located in Canvas. Students will need to

verify their **Clinical Placement Software** submissions by showing they correlate with their preceptor signature sheets. The students must add up the time on their preceptor signature sheet and the time on their **Clinical Placement Software** entries (excluding lunch) and these hours must correlate.

5) Clinical Performance Evaluations Students must obtain a passing clinical performance evaluation by the student's faculty member before a grade in the course will be determined. For this course, the student is expected to make an appropriate plan of care for every patient seen in clinical. Students must also meet the satisfactory level of 80% on CPE and/or OSCES.

Please see the Clinical Performance Evaluation (CPE) for specific areas evaluated. Students will be evaluated by their clinical faculty members using several means including, but not necessarily limited to, the following: observation, chart review, speed of patients seen, discussions with the student's preceptor(s), and review of feedback provided by the preceptor CPEs.

Clinical performance requires application of key concepts in providing care to individuals and families as evidenced by documentation in the CPE. **TWO CPEs are required for this course – one midterm and one final evaluation.** Students must satisfactorily complete the clinical performance component of the course to be eligible to pass the course. **A minimum of 80% on CPE** performance from faculty and a minimum of two satisfactory CPEs from the preceptor must be completed to provide evidence of satisfactory performance.

Failure to complete the clinical component satisfactorily will result in a course incomplete or failure.

Note: At the discretion of the faculty additional site visits and/or clinical hours (in 40-hour segments) may be added to the student's overall course requirement if the student does not perform satisfactorily during evaluation by either faculty or preceptor.

In addition, faculty may make unannounced visits to the clinical site or call the preceptor at any time to evaluate a student's progress.

Please be sure to keep the faculty informed of any changes in clinical schedule/times. Should unsatisfactory CPE be documented, a subsequent CPE may be needed.

The subsequent CPE must demonstrate satisfactory performance in order for the student to pass the clinical portion of the course. Please note that there is a course requirement that ALL site visits (and all clinical hours) must be completed by the date on the course calendar. If the student fails their CPE, this may result in course failure.

Students must **meet all clinical and course documentation requirements on time.**

Accountability:

Students are expected to proactively manage their clinical schedules and preceptor relationships to comply with this policy.

Hour Breakdown – 125 Clinical Hours (Per Course)

Requirement	% of Hours	Hours (per 125)	Notes
Physically Co-Located with Preceptor	50%	63 hours minimum	Student is physically at the same site as the preceptor (clinic, office, hospital, or designated home site). Encounters may be in-person or telehealth as long as the student and preceptor are co-located.
Remote Telemedicine (Preceptor-Approved)	50%	Up to 62 hours	Conducted remotely using secure, preceptor-approved platforms with real-time supervision.
Direct, Face-to-Face Patient Encounters	20%	25 hours minimum	Student must physically see the patient and be physically with the preceptor. These hours count toward the 63 co-located hours.

Notes on Telemedicine:

At least **20% of total patient encounters must be face-to-face**

Program Flexibility: Pediatric/Family/ Perinatal encounters may be completed at **any point during the PMHNP program** whenever a qualifying patient is available.

Restrictions & Academic Integrity

Students may **not** complete 100% of hours via telemedicine.

Faculty may conduct **spot checks** (virtual or on-site).

Falsifying clinical presence = **academic integrity violation**, which may result in probation or dismissal. **Academic Integrity:** Cheating of any kind, as defined in Section 8 of the UT Tyler Manual of Policies and Procedures (MOPP) for Student Affairs

(<https://www.uttyler.edu/mopp/>), will not be tolerated.

APA Guidelines: Points will be deducted if APA guidelines are not followed, as adherence to these standards is critical for maintaining academic integrity and avoiding plagiarism. Accurate citation and formatting are essential to scholarly work, ensuring that sources are appropriately credited, and the work is presented professionally. Failure to use the updated APA guidelines not only undermines the credibility of the assignment but also constitutes a violation of academic standards. Therefore, it is imperative for students to meticulously apply APA formatting and citation rules to avoid penalties and uphold the quality of their work. Plagiarism will not be tolerated. Updated APA guideline format is required for all written work. Please use this resource below:

<https://owl.english.purdue.edu/owl/section/2/10/>

Assignments and Weights/Percentage/Point Values

Mandatory Clinical Zoom Orientation	Pass/Fail
End-of Year- Employment Survey	Pass/Fail
PMHNP Accountability Statement Signed / Professional Grade/ Graduate Affirmation Quiz	5%
Quizzes	30%

Two detailed SOAP Notes	20%
Five Debriefing/ Case Presentations	10%
Clinical Documents	5% (must have an average of 80 % or higher)
OSCE (Objective Structured Clinical Exam)	30% (must have an average of 80 % or higher)
Total	100%

Graded Course Requirements Information:

Quizzes: Quizzes examine the student's critical thinking skills as they are presented with content learned in didactic courses in application style questions designed to expose the learner to materials similar to their national credentialing exam. Each quiz is relevant to the module in which it is contained. Students have two attempts at each quiz. The highest grade is recorded.

SOAP notes: are weekly required submissions of documentation of the behavior, background, interventions, responses, and plan for future care of a patient seen that week at clinical. SOAP notes are ineligible for grading if a student misses the mandatory weekly debriefings. Ideally the student will write the SOAP note for one of the patients that was seen in clinical that week. Additional information and detailed rubric are found in the course. Up to Date APA Guidelines should be used.

Clinical documents: This consists of the FOLLOWING: Clinical Schedule, Mid-term and Final CPE, Clinical Hour documentation with preceptor signature, and other documentation concerning clinical attendance. Additional information will be provided in the course.

Weekly Debriefings: Debriefings are held on a weekly basis in the evening on the day of the week as listed in the course calendar. A debriefing is an opportunity for the student to do a case presentation, participate in professional discussion and collegial discourse on the diagnosis and treatment of psychiatric patients seen by the students that week. Students must attend and participate in the weekly debriefings as listed in the course calendar. Students are required to arrive on time, cannot be inside a vehicle, must be in a quiet private setting, and have their camera on the entire time. (required attendance is 5 provided sessions or the student is ineligible to pass the course, and the SOAP notes are ineligible for grading). **The camera must be on, or credit will not be given.** If a student is inside a vehicle ,driving or otherwise distracted the instructor reserves the right to remove that student from the session and credit will not be given for the session and the student will not receive credit for that particular debrief session.

Five debriefings are required **per clinical course you are enrolled in.**

- a. For example, if you are enrolled in NURS 5370(5) and NURS 5373(5), you must complete 10 debriefings.
2. Debriefings will be scheduled weekly at a schedule designated by your course instructor.
3. This will consist of each student presenting a patient case that has been reviewed and assessed during clinical hours with your preceptor.
4. The case presentation will include a brief background, Patient history, Family history, Diagnosis, ICD 10 Code, and any treatment recommendations. To allow all students to present, the case presentations will be limited to 5- 7 minutes per student.
5. Debriefings are a requirement to pass the course, as SOAP notes **will not** be graded if debriefing sessions are not completed.

6. Students will **only** be allowed to attend **the schedule assigned to you by your course faculty.**
7. Moving to any other scheduled debriefing time is **not allowed.**
8. If a debrief session is missed due to an emergency, please contact your instructor immediately via email and discuss any alternatives. Your instructor may approve or deny alternatives, and the decision is based on faculty discretion.
9. Faculty discretion determines the options for debriefing session makeup-ups, which may include CEUs, separate presentation times, or video recordings of the student case.

Mandatory OSCEs

Objective Structured Clinical Examinations (OSCEs) test your clinical skills in an environment modeled after the patient population you have seen in the clinicals. This is a skills check-off utilizing a standardized patient scenario or modified simulation/ pseudo clinic evaluation for Faculty CPE and may be conducted in lieu of the Faculty CPE. The OSCEs may occur in a virtual setting or on the UT Tyler campus and last most of the day. Please prepare for travel in advance as these dates will not be rescheduled.

OSCEs are MANDATORY and there will be no Make UP. Please review the date at the start of the semester and block off that day immediately. Failure to complete the OSCE will result in failure of the course.

There are **SOAP NOTES** that accompany the OSCEs.

The only exception to attending OSCEs is an emergency, and you must notify your faculty immediately before OSCEs.

All **SOAP NOTES** and **OSCEs** must be passed with a grade of 80% or above to pass the course. The schedule will be posted for attendance of the clinical skills check-off as an individual or within groups during the semester.

DO NOT plan on or anticipate scheduling a usual Clinical Day for any dates you have set for either the OSCE or Faculty CPE.

Please Note:

Detailed information along with grading rubrics for course assignments will be provided in Canvas.

Grading Scale: Specific guidelines and grading criteria for all assignments are in the Modules. Final grades for the course will be determined based upon the following point assignments:

- A - 90-100
- B - 80-89
- C - 70-79
- D - 60-69
- F - Below 60

Grades will not be rounded when calculating the average (79.5 is not rounded to 80, and 89.5 is not rounded to 90). The simple average of all unit exam grades, including a final, must be at or above 80% to pass the course. Once the student has achieved a simple unit exam an average of 80% or higher, course grades will be determined based on the weighted calculation of exams and other required course work. Students are required to achieve an average of 80% (B) to complete the course successfully.

Although the university policy allows 60 days for grade appeals, the School of Nursing follows a stricter timeline of 10 days to facilitate students' timely progression through the curriculum. In the case of extenuating circumstances, please consult the proper chain of command for guidance.

Academic Integrity: Cheating of any kind, as defined in Section 8 of the UT Tyler Manual of Policies and Procedures (MOPP) for Student Affairs (<https://www.uttyler.edu/mopp/>), will not be tolerated.

Turnitin Similarity Score Policy

All written assignments submitted in this course are subject to review through **Turnitin** to ensure academic integrity and proper citation practices. While some similarity is expected (such as correctly quoted material, references, or assignment templates), excessive similarity indicates inadequate paraphrasing or potential plagiarism.

Students are expected to review their Turnitin report before the final submission deadline and make necessary revisions to ensure originality and proper APA 7th edition citation.

Guideline for Similarity Scores and Deductions

Turnitin Similarity Range	Interpretation	Typical Faculty Action or Grade Deduction
0–15%	Excellent originality; appropriate use of sources and citations.	No deduction.
16–25%	Acceptable if overlap is mainly from references, quotes, or templates.	May be reviewed for excessive quoting or weak paraphrasing. <i>Up to 5% deduction possible.</i>
26–35%	Moderate similarity; may reflect overuse of direct language or poor paraphrasing.	<i>5–10% deduction</i> or request for revision.
36–50%	High similarity; significant originality concerns.	<i>10–20% deduction</i> , and faculty may require resubmission or academic integrity review.
Over 50%	Unacceptable level of similarity; likely plagiarism.	<i>Automatic zero (0)</i> and potential referral to the Academic Integrity Committee.

Important Notes

Similarity from reference lists, assignment headers, or required templates is **not penalized** if formatted correctly.

Students may **resubmit assignments** before the due date to reduce similarity and improve originality.

Faculty reserve the right to use discretion in determining penalties based on the nature of the overlap, the student's intent, and the overall circumstances of the submission.

Consistent academic honesty and ethical writing practices are expected of all graduate nursing students.

Consequences may include:
reprimand

exam failure
course failure
expulsion from the Nursing program
expulsion from the University
other consequences as assigned

Exams include Clinical Challenges, homework materials, questions, and problems are the intellectual property of faculty, UT Tyler, or publishers.

- These materials may not be distributed without permission.
- Distributing or uploading them to online resources destroys the integrity of the assignment and the course, allowing others an unfair advantage by letting them view the materials.

Uploading these materials to online resources is a violation of UT Tyler's academic misconduct policies and may result in formal conduct charges.

Sanctions for uploading or otherwise divulging the contents of these materials can include:

a reduced or failing grade on an assignment
a reduced or failing grade for the course
removal from the Nursing program
removal from UT Tyler

Use of Artificial Intelligence: All assignments in this course are individual assignments. In this class, you will often be discussing course concepts with your classmates and with me, but when you sit down to complete a quiz, write a discussion post, or work on a project, you are expected to do the actual work on your assignments independently.

Use of an AI Generator such as ChatGPT, MidJourney, DALL-E, Open Evidence, etc. is explicitly prohibited unless otherwise noted by the instructor. The information derived from these tools is based on previously published materials. Therefore, using these tools without proper citation constitutes plagiarism. Additionally, be aware that the information derived from these tools is often inaccurate or incomplete. It is imperative that all work submitted should be your own. Any assignment that is found to have been plagiarized or to have used unauthorized AI tools may receive a zero and / or be reported for academic misconduct.

Late Policy: 5% will be deducted each day an assignment is past due unless prior arrangements have been made with your course faculty. Extenuating circumstances may apply.

Assignment and Quiz Review Policy

Students are responsible for monitoring assignment deadlines, quiz availability, and grade postings. If a student has concerns regarding an assignment score, quiz attempt, or requests a review or retake (when permitted), the student must contact the faculty member **within 72 hours** of the grade or deadline.

Requests submitted **after 72 hours** will **not be considered**, and no adjustments or additional attempts will be granted. This includes quizzes that allow two attempts—if the deadline passes before the second attempt, the missed attempt is forfeited.

Faculty reserve the right to review individual situations; however, **exceptions will only be made in documented, extenuating circumstances.**

Repeating a Course: Students repeating this course may not use previously submitted assignments nor utilize the same patients for an assignment. Submitting the same or slightly modified assignments from previous semesters is considered self-plagiarism and is subject to academic discipline, including failing the assignment or the course.

Attendance Policy: 100% Attendance/participation is expected. If there is an attendance lapse or concern, please reach out to your instructor immediately.

Make- Up Examinations:

1. Students will be allowed **one** make-up exam. **This make-up exam may be presented as an essay, a case study, short answers, and/or multiple choice. This will be determined by Faculty Discretion.**
2. Students are to schedule a Makeup Exam prior to the original exam date and up to 48 hours after the exam is missed. This is the student's responsibility.
3. The make-up exam must be completed within seven days unless the faculty determines that there are other extenuating circumstances.
4. The make-up exam will be scheduled over a **four-hour** window.
5. There are a maximum of two make-up exams per semester.
6. All make-up exams will be concluded at faculty discretion and according to university accommodation policies.
7. Examinations missed may also be given during the week of Finals Week.

School of Nursing Policies and Additional Information:

https://www.uttyler.edu/nursing/college/student_guide_and_policies.php **Student**

Resources to assist you in this course:

[UT Tyler Student Accessibility and Resource \(SAR\) Office](#) (provides needed accommodations to students with document needs related to access and learning)

[UT Tyler Writing Center](#)

[The Mathematics Learning](#)

[Center UT Tyler PASS](#)

[Tutoring Center](#)

[UT Tyler Supplemental Instruction](#)

[Robert Muntz Library](#) and [Library Liaison](#)

[Canvas 101](#) (learn to use Canvas, proctoring, Unicheck, and other software)

Digital Support Toolkit (for supported courses only. Students are automatically enrolled in the toolkit for supported courses)

LIB 422 -- Computer Lab where students can take a proctored exam [The Career Success Center](#)

[UT Tyler Testing Center](#)

[Office of Research & Scholarship Design and Data Analysis Lab](#)

Resources available to UT Tyler Students

[UT Tyler Counseling Center](#) (available to all students)

[TAO Online Support Center](#) (online self-help modules related to mental & emotional health)

[Military and Veterans Success Center](#) (support for all of our military-affiliated students)

[UT Tyler Patriot Food Pantry](#)

[UT Tyler Financial Aid and Scholarships](#) [UT](#)

[Tyler Registrar's Office](#)

[Office of International Programs](#) [Title](#)

[IX Reporting](#)

[Patriots Engage](#) (available to all students. Get engaged at UT Tyler.)

University Policies and Information

Withdrawing from Class: Students, you are allowed to [withdraw](#) (drop) from this course through the

University's Withdrawal Portal. Texas law prohibits students 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 other 2-year or 4-year Texas public colleges and universities. Make sure to consider the impact withdrawing from this class has on your academic progress as well as the financial implications. We encourage you to consult your advisor(s) and financial aid for additional guidance. CAUTION #1: Withdrawing before census day does not mean you get a full refund. Please see the [Tuition and Fee Refund Schedule](#).

CAUTION #2: All international students must check with the [Office of International Programs](#) before withdrawing. All international students are required to enroll full-time for fall and spring terms.

Final Exam Policy: Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members are required to maintain student final examination papers for a minimum of three months following the examination date.

Incomplete Grade Policy: If a student, because of extenuating circumstances, is unable to

Complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in lieu of a grade only when all of the following conditions are met: (a) the student has been making satisfactory

progress in the course; (b) the student is unable to complete all course work or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor, and (c) the student presents these reasons prior to the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average for a student.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to complete all the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has not been assigned within one year, then the Incomplete will be changed to an F or NC if the course was originally taken under the CR/NC grading basis.

Grade Appeal Policy: UT Tyler's Grade Appeal policy requires the completion of a Grade Appeal form for this action to take place. The grade appeal begins with the instructor of your course. If you do not agree with the decision of the instructor, you may then move your appeal to the department chair/school director for that course. If you are still dissatisfied with the decision of the

chair/director, you may move the appeal to the dean of the college offering that course, who has the final decision. Grade appeals must be initiated within sixty (60) days from the date of receiving the final course grade. The grade Appeal form is found on the [Registrar's Form Library](#).

Disability/Accessibility Services: The University of Texas at Tyler has a continuing commitment to providing reasonable accommodation for students with documented disabilities. Students with disabilities who may need accommodation(s) in order to fully participate in this class are urged to contact the Student Accessibility and Resources Office (SAR) as soon as possible to explore what arrangements need to be made to ensure access. If you have a disability, you are encouraged to visit the

SAR Portal (<https://hood.accessiblelearning.com/UTTyler/>) and complete the New Student Application. For more information, please visit the [SAR webpage](#) or call 903.566.7079.

Military Affiliated Students: UT Tyler honors the service and sacrifices of our military-affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay in contact with me if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make me aware of any complications as far in advance as possible. I am willing to work with you and, if needed, put you in contact with university staff who are trained to assist you. Campus resources for military-affiliated students are in the [Military and Veterans Success Center \(MVSC\)](#). The MVSC can be reached at MVSC@uttyler.edu or via phone at 903.565.5972.

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Academic Honesty and Academic Misconduct: The UT Tyler community comes together to pledge that "Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do." Therefore, we enforce the [Student Conduct and Discipline policy](#) in the Student Manual Of Operating Procedures (Section 8).

FERPA: UT Tyler follows the Family Educational Rights and Privacy Act (FERPA) as noted in [University Policy 5.2.3](#). The course instructor will follow all requirements in protecting your confidential information.

COVID Guidance: The UT Tyler community of Patriots respects the rights of others to wear a mask if they desire to do so. COVID guidelines may change as the situation warrants, and students should follow the instructions warranted by the situation.

Absence for Official University Events or Activities: This course follows the practices related to approved absences as noted by the Student Manual of Operating Procedures ([Sec. 1 -501](#)).

Absence for Religious Holidays: Students who anticipate being absent from class due to a religious holiday are requested to inform the instructor by the second-class meeting of the semester.

Campus Carry: We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.

School of Nursing Policies and Additional Information:
https://www.uttyler.edu/nursing/college/student_guide_and_policies.php
Student Resources and University Policies are provided in Canvas.

Important Course Dates (Dates and Academic Calendar Subject to change)

Event	Date
Payment Deadline	January 7, 2026 (by 5:00 PM CST)
Classes Begin	January 8, 2026
Martin Luther King Jr. Holiday	January 19, 2026 (no classes; offices closed)
Census Date (Withdraw without penalty)	January 21, 2026
Second Drop for Non-Payment	February 2, 2026
Mid-Term Grade Rosters Open	February 9, 2026
Spring Break	March 9–13, 2026
Last Day to Withdraw	March 24, 2026
Final Exams	April 20–24, 2026
Final Grade Rosters Open	April 21, 2026
End of Session	April 25, 2026
Final Grades Due	April 28, 2026 (by 12:00 PM CST)
Spring Commencement	May 1–2, 2026
Memorial Day Holiday	May 25, 2026 (no classes; offices closed)

Week	Dates	Module / Assignment	Details & Key Deadlines
Pre-Semester	—	Payment Deadline: Jan 7, 2026 (by 5:00 PM CST)	Classes Begin: Jan 8, 2026 Faculty Available: Jan 12, 2026
—	—	PMHNP Program & Course Orientation Zoom: TBD (6–7 PM CST)	Syllabus, expectations, and assignment review. Graduate Accountability Statement Due: Jan 13, 2026 (11:59 PM). Graduate Affirmation Forms Due: Jan 13, 2026 (11:59 PM) CLINICAL SCHEDULE AND GOOD TO GO EMAIL MUST BE APPROVED PRIOR TO BEGINNING CLINICALS OR THE HOURS WILL NOT COUNT.
Week 1	Jan 12 – Jan 18	Module 1 – Psychiatric Evaluation Across the Lifespan	Module 1 Quiz Due: Jan 19, 2026 (11:59 PM) Full clinical schedule due; rotations begin.
Week 2	Jan 20 – Jan 25	Module 2 – Scientific Foundation	Martin Luther King Jr. Holiday: Jan 19 (no classes). Census Date: Jan 21 (Withdraw without penalty).
Week 3	Jan 26 – Feb 1	Module 3- Advanced Practice Skills- Labs, Neuroimaging, and Diagnostics	Quiz Due: Feb 2, 2026 (11:59 PM).
Week 4	Feb 2 – Feb 8	Module 4 – Diagnosis and Treatment	Quiz Due: Feb 9, 2026 (11:59 PM). Second Drop for Non-Payment: Feb 2.
Week 5	Feb 9 – Feb 15	Module 5 – Psychotherapy and COPE Training SOAP Note #1	SOAP Note #1 Due: Feb 20, 2026 (11:59 PM). Midterm Grade Rosters Open: Feb 9.
Week 6	Feb 16 – Feb 22	Module 6 – Ethics, Legal Principles , and Cultural Care Midterm Clinical Performance Evaluation (CPE)	CPE & Clinical Log Due: Feb 22, 2026 (11:59 PM). Quiz Due: Feb 23, 2026 (11:59 PM).
Week 7	Feb 23 – Mar 1	Module 7- Perinatal Care	Continue clinical rotations.
Spring Break	Mar 9 – Mar 13		No classes or clinicals.
Week 8	Mar 2 – Mar 8	Module 8 – Obtaining a DEA as an NP in Texas SOAP Note #2	SOAP Note #2 Due: Mar 13, 2026 (11:59 PM).
Week 9	Mar 16 – Mar 22	Module 9 – Malpractice Insurance	Quiz Due: Mar 23, 2026 (11:59 PM).
Week 10	Mar 23 – Mar 29	Module 10- Billing and Coding OSCE Preparation & A/V Check	A/V Check: Mar 27, 2026 Last Day to Withdraw: Mar 24, 2026.
Week 11	Mar 30 – Apr 5	Module 11 – Prior Authorizations OSCE Challenge (Live or Virtual)	OSCE: Mar 30, 2026 (Tentative; All-day event; cannot be rescheduled). Quiz Due: Apr 6, 2026 (11:59 PM).
Week 12	Apr 6 – Apr 12	Module 12 – Obtaining an NPI Final Preceptor CPE	CPE & Clinical Log Due: Apr 12, 2026 (11:59 PM).

Week 13	Apr 13 – Apr 19	Module 13- Graduation Board Certification Clinical Hours Documentation	Due: Apr 19, 2026 (11:59 PM).
Week 14	Apr 20 – Apr 24	Final Exam Week / OSCE Review	Final Grade Rosters Open: Apr 21. End of Session: Apr 25. Employment Survey Mandatory Complete Graduation Survey and Board Application Submission Due
Week 15	Apr 27 – May 5	Wrap-Up / Course Reflection	Final Grades Due: Apr 28 (by 12:00 PM CST). Spring Commencement: May 1–2, 2026.
—	—	Memorial Day Holiday: May 25, 2026	Offices closed.