THE UNIVERSITY OF TEXAS AT TYLER
COLLEGE OF NURSING

NURS 3302
MEDICAL TERMINOLOGY
Syllabus

Spring 2014

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The content of this syllabus is subject to change at the discretion of the faculty
according to current learning needs

[University Policies referenced in Syllabus can be found at:
http://www.uttyler.edu/academicaffairs/syllabusolicies.pdf]
### SPRING 2014 MASTER COURSE SCHEDULE for NURS 3302

**All weeks start on Tuesday at 0700 AM & end on Monday at Midnight**

<table>
<thead>
<tr>
<th>Weekly Modules</th>
<th>Topics/Weekly Readings</th>
<th>Assignment/Due Dates</th>
<th>Quizzes/Due Dates</th>
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<tbody>
<tr>
<td><strong>Week 1</strong> 01/14/14</td>
<td>Chapter 1&amp;2: Basic Word Structures &amp; Terms Pertaining to the Body as a Whole</td>
<td>Become Familiar with Blackboard and the Syllabus Submit Affirmation Forms Introduce yourself to the members of your group under Discussion Board (DB) #1</td>
<td>Quiz 1* Covers Chapters 1 &amp;2 [Due 1/20 @ Midnight]</td>
</tr>
<tr>
<td><strong>Week 2</strong> 01/21/14</td>
<td>Chapters 3&amp;4: Suffixes and Prefixes</td>
<td>January 27th Census date</td>
<td>Quiz 2* Covers Chapters 3 &amp;4 [Due 01/27 @ Midnight]</td>
</tr>
<tr>
<td><strong>Week 3</strong> 01/28/14</td>
<td>Chapter 14: Lymphatic and Immune Systems</td>
<td></td>
<td>Quiz 3* Cover chapter 14 [Due 02/03 @ Midnight]</td>
</tr>
<tr>
<td><strong>Week 4</strong> 02/04/14</td>
<td>Chapters 13 &amp; 19: Blood System &amp; Cancer Medicine</td>
<td>Discussion Board (DB) #2 due 02/10/14 @ midnight</td>
<td>Quiz 4* Covers Chapter 13 &amp; 19 [Due 02/10 @ Midnight]</td>
</tr>
<tr>
<td><strong>Week 5</strong> 02/11/14</td>
<td>Chapters 7: Urinary Systems</td>
<td>Respond to the postings of two of your group peers to DB#2 due 2/17 @ midnight</td>
<td>Quiz 5* Covers Chapter 7 [Due 02/17 @ Midnight]</td>
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<tr>
<td><strong>Week 6</strong> 02/18/14</td>
<td>Chapters 11: Cardiovascular Systems</td>
<td></td>
<td>Quiz 6* Covers Chapter 11 [Due 2/24 @ Midnight]</td>
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<tr>
<td><strong>Week 7</strong> 02/25/14</td>
<td>Chapters 8 &amp; 9: Female and Male Reproductive Systems</td>
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<td>Midterm Exam* Covers WEEKS 1-7 [Due 3/3 @ Midnight]</td>
</tr>
<tr>
<td><strong>Week 8</strong> 03/04/14</td>
<td>Chapters 16 &amp; 17: Skin &amp; Sense Organs: The Eye and the Ear</td>
<td>Discussion Board (DB) #3 due 3/10 @midnight</td>
<td>Quiz 7* Covers Chapter 16 &amp; 17 [Due 3/10 @ Midnight]</td>
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<tr>
<td><strong>03/11/14</strong></td>
<td></td>
<td><strong>SPRING BREAK 3/11 – 3/14</strong></td>
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</tr>
<tr>
<td><strong>Week 9</strong> 03/18/14</td>
<td>Chapter 10 &amp; 22: Nervous System, Psychiatry</td>
<td>Respond to the postings of two of your group peers to DB#2 due 3/17 @ midnight</td>
<td>Quiz 8* Covers Chapters 10 &amp; 22 [Due 3/24 @ Midnight]</td>
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<tr>
<td><strong>03/25</strong></td>
<td></td>
<td>Last Day to Drop With a “W” Recorded on your Transcript 3/25</td>
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</tr>
<tr>
<td>Week</td>
<td>Date</td>
<td>Chapter</td>
<td>Assignment</td>
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<td>---------------------------------------------------------------------------</td>
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<tr>
<td>10</td>
<td>03/25/14</td>
<td>12</td>
<td>Chapter 12: Respiratory System</td>
</tr>
<tr>
<td>11</td>
<td>04/01/14</td>
<td>15</td>
<td>Chapter 15: Musculoskeletal System</td>
</tr>
<tr>
<td>12</td>
<td>04/08/14</td>
<td>18 Endocrine System</td>
<td>Respond to the postings of two of your group peers to DB#4 by 4/7 @ midnight</td>
</tr>
<tr>
<td>13</td>
<td>04/15/14</td>
<td>5 &amp; 6</td>
<td>Chapters 5 &amp; 6: Digestive System &amp; Additional Suffixes and Digestive System Terminology</td>
</tr>
<tr>
<td>14</td>
<td>04/29/14</td>
<td>20 &amp; 21</td>
<td>Chapters 20 &amp; 21: Radiology and Nuclear Medicine &amp; Pharmacology</td>
</tr>
<tr>
<td>15</td>
<td>05/06/14</td>
<td>FINALS</td>
<td>FINALS</td>
</tr>
</tbody>
</table>

Assignment Due Dates At a Glance

Discussion Board Assignment Due Dates:
# 1 – Due 1/20 (not graded)
# 2 – Due 2/10, response to peers due 2/17
# 3 – Due 3/1, response to peers due 3/17
# 4 – Due 3/31, response to peers due 4/7

Midterm Exam – due 3/3 midnight
Final (comprehensive) – due 5/13 midnight
TITLE
NURS 3302: Medical Terminology

SEMESTER CREDIT HOURS
Three (3) hours didactic

PREREQUISITE
Permission of pre-nursing advisor.

COURSE DESCRIPTION:
This course will introduce you to medical terminology and concepts used throughout healthcare settings.

COURSE OBJECTIVES:
1. Explore the origin of medical language used in the healthcare industry.
2. Identify, integrate and formulate basic medical terms using basic term components: prefix, root, combining forms, and suffix.
3. Identify different types of documentation used in health records.
4. Identify and demonstrate understanding of common terms and abbreviations used in healthcare used to document in the medical record related to the major systems of the body.
5. Development of interpersonal relationships and peer support.

REQUIRED TEXTS:

[Student are expected to purchase the Medical Terminology Online version for the Language of Medicine to include User Guide, Access Code, Textbook and iTerms Package. ISBN: 978-1-4377-7971-4]

{Please note that for students taking both pathophysiology and medical terminology there is a package that is at a discount as compared to buying the books separately}

SUPPLEMENTAL/OPTIONAL MATERIALS:

COURSE GRADING POLICY
Completion of NURS 3302 is based on the satisfactory attainment of all course criteria.

1. Students must have a grade average of 75 or higher in order to pass the course. An average of 74.5 to 74.9 will not be rounded to a 75.

2. Paper/Assignment Re-grading Policy: Student assignments will not be re-graded. At the instructor’s discretion, a draft may be written for review.

3. Assignments
   - Quizzes: 13 Quizzes (average) 65%
   - Midterm Exam 10%
   - Final Exam 10%
   - Discussion Board Assignments
     - DB #1 assignment is not graded
     - DB #2, #3, & #4 (5% Each) 15%
   100%

4. Letter grades will be assigned according to the following scale:
   - A  90-100
   - B  80-89
   - C  75-79
   - D  60-74
   - F  Below 60

ACADEMIC INTEGRITY  Found @ www.utttyler.edu/mainsite/conduct.html

1. Students are expected to assume full responsibility for the content and integrity of all academic work submitted as homework and examinations.

2. Students are advised to review the UTT Academic Dishonesty Policy and Academic Integrity Policy in the current College of Nursing Student Handbook and Academic Integrity Policy for UTT students in the Student Guide. These policies are fully endorsed and enforced by the entire faculty in the College of Nursing.

3. Plagiarism, cheating, and collusion are unacceptable and if found violating any of these standards the student will be disciplined accordingly.

4. The College of Nursing reserves the right to dismiss students from the program for any infraction of a legal, moral, social, or safety nature, pursuant to the procedures detailed in the Regent’s Rules.
GENERAL COURSE INFORMATION

1. All submitted written materials (papers and assignments) are the property of the College of Nursing. They are maintained in an archived file at the College of Nursing until graduation.

2. Participation in Blackboard is required. For students who do not have Internet access at home, access is available at The University of Texas at Tyler College of Nursing Computer Lab, the University Center in Longview and on the Palestine campus. There are also computers available in other lab sites on the main campus.

3. Students are expected to read assigned content and complete each course assignment including quizzes as outlined in the Master Schedule in the syllabus. (Students will not be allowed to make up quizzes except for extenuating circumstances. Five points will be deducted from discussion board assignments for each day the student is late.)

4. Students are responsible for all announcements made on the Blackboard site.

5. Students who require Blackboard assistance should contact the Blackboard Administrator at (903) 566-7357 or E-mail address: itsupport@patriots.uttyler.edu or at the Office in BUS 101 on the Tyler campus at The University of Texas at Tyler.


7. Students are required to use their student Patriot email accounts for all correspondence.

8. **Students are expected to check their university email at least every 3 working days.** Since this is an online course much of the communication from faculty will be through Blackboard and email.

9. Students are to put the course number (N3302: Med Term) and subject in the subject line when sending emails to course faculty.

10. Course faculty will respond to email correspondence within two business days. If a course faculty member has not responded within two business days to emails and/or voice mails, students are encouraged to contact the faculty member again. (Faculty will respond between the hours of 9am to 5pm, Monday through Thursday; 9 to 4 on Fridays).

11. Course faculty will make a diligent effort to have written assignments including discussion board assignments graded within two weeks of student submission.

**Late Work:** All course work is due by the assigned deadline unless other arrangements have been made with the professor. Coursework submitted past the deadline will be subject to 5 point penalty per day. No assignment will be accepted one (1) week past the due date unless permission granted by the professor.

**Successful Study Tips:**
Below are broadly recommended and expected guidelines for studying for university science courses.

1. Read your textbook and utilize chapter exercises and other learning tools provided with text.

2. Use study aids that are available in your textbook CD and the associated online internet
site.
3. Study the syllabus and dates so you are prepared for the course content.
4. Develop a habit to study and time for reflection on concepts being discussed.
5. **Ask questions** - We cannot help you if we do not know you are having problems.

**DIDACTIC COMPONENT**

1. Each unit contains objectives, reading assignments, a lecture/PowerPoint presentation and a quiz.
2. The units also may contain optional media activities such as an open book quiz, flash cards, or crossword puzzle for student review of content. These are not submitted to faculty for grading.

**DIDACTIC COMPONENT: UNIT QUIZZES**

1. There are 13 quizzes to be taken on Blackboard. Two quizzes will be opened at all times. Each quizzes for each respective unit will be available for a period of 7 days. However each quiz will be closed on the date and time listed in the Master Schedule as the due date.
2. All of the quizzes consist of approximately 20 questions in varying formats (multiple choice, matching, true/false etc). You have a maximum of 30 minutes to complete each quiz. When you are ready to take a quiz, you will need to find a quiet place with reliable internet access where you will not be interrupted. You are to take the quiz alone without the use of books, notes, or other reference material. There is not enough time to use outside resources so be sure that you are academically prepared when you take each quiz. Only one question will appear at a time and once submitted you will not be able to retake the quiz.
3. Should you exceed the time limit, you will lose two (2) points for each additional minute that exceeds 30 minutes. It is important to properly exit Blackboard when you have completed the quiz to avoid the exam remaining open beyond the allocated 30”.
4. You are encouraged to avoid waiting until the last minute to take the quiz as inevitability this is when problems occur and will only serve to increase your stress level.
5. Should you have a reason to miss the quiz or should you experience technological difficulties while taking the quiz, it is your responsibility to contact the instructor via e-mail. Sometimes the weather does not cooperate and computers go down. The course faculty members recognize this and will adjust time limits as needed. Should you be allowed to make-up the quiz, you will be given a password. If you are locked out while the quiz is open, please notify us immediately so we can unlock it. We will be checking the quizzes for this problem as well. Should you have to contact the course faculty because of any of these issues, you are expected to monitor your email. You will only be given a day in which to complete the quiz, if it is beyond the deadline day.

**DIDACTIC COMPONENT: MIDTERM AND FINAL EXAM**

1. The Midterm Exam will cover weeks one through seven and the Final Exam will be cover weeks 8 through 14 and will include content from the first half of the semester.
Each exam will consist of 100 questions in varying formats (Multiple choice, matching and true false.) You will have two hours in which to complete each exam. Just as with the quizzes when you are ready to take the exam, you will need to find a quiet place with reliable internet access where you will not be interrupted. You are to take the exam alone without the use of books, notes, or other reference material. There is not enough time to use outside resources so be sure that you are academically prepared when you take each exam. Only one question will appear at a time and once submitted you will not be able to retake the exam.

**DIDACTIC COMPONENT: DISCUSSION BOARD QUESTIONS (DBQ)**

1. The purpose of the DBQ is to demonstrate your ability to synthesize, critically analyze, and apply key concepts from the readings and lecture material.
2. Instructions on how to post a response (called a thread) to the DBQ are located under the Student FAQ section of Blackboard.
3. You are expected to monitor the discussions during the selected weeks. The faculty grading will be based upon quality of discussion, substance, relevance, logic and support of argument. You need to show evidence of synthesis of assigned readings, and classroom lectures/discussion.
4. You are expected to post your thread by Monday @ midnight the week the Discussion Question is due or sooner (see Master Schedule). Please review the grading rubric on the next page carefully. **To get full points for timeliness, you will have to make your initial posting at least 48 hours before the DB is due.** You may respond to your classmates’ postings anytime but you must respond before the DBQ response is due the week following.
5. Students are reminded that professionalism is reflected in the quality of their writing so be cognizant of your grammar and spelling.
6. You are expected to use correct APA formatting for citations and references. An example of a DBQ posting is found under the Discussion Board. Be sure to review before posting your first graded posting.
7. Students are expected to submit their own work. Postings that are copied and pasted from internet sites and other sources do not reflect synthesis of information and will lose significant points. *(Realize taking credit for someone else’s work is plagiarism.)*

8. There are Four (4) Discussion Board Questions
   a. **DBQ#1** Introduce yourself to your classmate
      - This is not graded
      - Suggestions are presented under the Discussion Board
   b. **DBQ #2**
      - This is graded
      - The topic will be a disease process from any of the previous chapters.
      - Instructions are found under the Discussion Board Link
   c. **DBQ #3**
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- This is graded
- The topic will be a disease process from any of the previous chapters
- Instructions are found under the Discussion Board Link

d. DBQ #4
- This is graded
- The topic will be a disease process from any of the previous chapters
- Instructions are found under the Discussion Board Link

8. **Grading Criteria Rubric**: Please review the grading rubric for the discussion boards that provided on the next page. This is how each of your discussion boards will be graded.
## Grading Criteria Rubric for Discussion Questions

<table>
<thead>
<tr>
<th>Dimension</th>
<th>Quality</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Timeliness/Punctuality (1 point)</strong></td>
<td><em>See note below</em></td>
</tr>
<tr>
<td>1 X =</td>
<td></td>
</tr>
<tr>
<td><strong>Posts initial response at least 48 hours before discussion is due.</strong></td>
<td></td>
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<tr>
<td><strong>Posts initial response 24 hours before discussion is due.</strong></td>
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<tr>
<td><strong>Posts initial response within 24 hours of discussion due.</strong></td>
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</tbody>
</table>

| Quality of Discussion (10 points)     |         |
| **See note below**                    |         |
| 10 X =                                |         |
| **Organized with logical progression of ideas. Provides specific details with clearly described concrete examples. Focuses on topic, is purposeful and reflects insight.** |         |
| **Occasional lack of organization. Poor flow of ideas. Provides some evidence relevant to the topic but support is not well developed. Focused with few loosely related ideas.** |         |
| **Focus is disjointed with loosely related ideas. Cites only examples from personal experiences. Provides little evidence from resources. Does not add substantively to the discussion.** |         |

| Quality of responses (5 points)       |         |
| **See note below**                    |         |
| 5 X =                                 |         |
| **Organized with logical progression of ideas. Refers to specific information is peer’s discussion. Displays sensitivity and respect for other’s opinions. Exhibits positive, supportive attitude toward peers.** |         |
| **Poor flow of ideas. Little information about peer’s discussion. Generally displays sensitivity and respect for classmate’s opinions and posting. Generally exhibits positive, supportive attitude toward peers.** |         |
| **Information about peer’s discussion is not clear. Language could be misinterpreted. Lack of encouraging statements to others. Sometimes exhibits positive, supportive attitude toward peers. Responds to only 1 peer.** |         |

| Spelling/grammar (Including responses to your peers.) (3 points) |         |
| 3 X =                                                             |         |
| **Zero – four (0-4) errors in grammar, or spelling**             |         |
| **Five to ten (5-10) errors in grammar or spelling**             |         |
| **Eleven (11) or more errors in grammar or spelling**             |         |

| Citation/reference within text when appropriate (Gives credit to sources) (1 point) |         |
| 1 X =                                                              |         |
| **APA information correct, no errors in form, nothing missing or added** |         |
| **All information is correct, minor error in form**                |         |
| **Some information missing but able to identify source**           |         |
| **Inaccurate information – unable to identify source or does not provide source** |         |

*Remember: A five (5) point deduction will be taken for each day the assignment is late*

**Postings that are plagiarized will be graded as either a 2 or 0 under quality.**

Days late ___ X 5 = minus ____  
Total Score =
UNIVERSITY POLICIES

POLICIES THAT MUST APPEAR IN EACH COURSE SYLLABUS
The following University policies must appear on each course syllabus or be provided as an informational sheet (web-links to these policies may be used in the print or electronic syllabus) http://www.uttyler.edu/academicaffairs/syllabuspolicies.pdf

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://www2.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 at http://www.uttyler.edu/registrar. 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. 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 applies 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. You may also send an email to cstaples@uttyler.edu

**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.

**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:**
It is the policy of The University of Texas at Tyler 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:**
Everyone is 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.
Student Affirmation Form
NON-CLINICAL COURSE

☐ I agree to protect the privacy of faculty, peers, patients, and family members of patients by not inappropriately disclosing confidential information about faculty, peers, patients or their family members that is disclosed to me in my capacity as a University of Texas at Tyler nursing student. In addition, I agree not to inappropriately disclose confidential information about any agency or institution that is disclosed to me in my capacity as a University of Texas at Tyler nursing student. I will adhere to HIPAA guidelines.

☐ I have/will read the syllabus of this nursing course I am taking this semester, and I understand the criteria established for grading my course work. I understand that my average must be 75 or higher in order to attain a passing grade for the course.

☐ I agree that I will conduct myself in a manner that exhibits professional values and in accordance with the American Nurses Association (ANA) Code of Ethics for Nurses, the Texas Nurse Practice Act and UTT’s Student Academic Dishonesty Policy.

☐ I will maintain and uphold the academic integrity policy of the College of Nursing and will not condone or participate in any activities of academic dishonesty including, but not limited to, plagiarism, cheating, stealing, or copying another’s assigned work.

☐ I will not recreate any items or portions of any exam for my own use or for use by others during my enrollment in the College of Nursing.

☐ I will not accept or access any unauthorized information related to any exam administered during my enrollment in the College of Nursing.

☐ I will not allow any other student access to any of my paperwork for the purpose of copying.

Type your signature and date in the space below

Student Signature

NURS 3302
Course

APPROVED:
University of Texas System-Spring 1996
Faculty Organization-Spring 1996
Revised: May 2004, Summer 2005, Summer 2012
Social Networking Policy

Online social networking mediums, such as Facebook® and MySpace®, etc. may be effective modalities for students to connect in positive ways. However, students must be aware of, and, sensitive to, the information and pictures they post (of themselves and others).

The purpose of this policy is to outline the privacy and confidentiality issues related to students’ postings to ensure safeguarding of The University of Texas at Tyler (U.T. Tyler), College of Nursing’s identity, integrity and overall reputation, in an effort to prevent violations of confidentiality and privacy.

Social Networking (definition) – Any activity that involves interaction with other individuals/users in an online environment, i.e., Facebook®, Twitter®, MySpace®, Flicker®, Friendstar®, Classmates.com®, LinkedIn®, Xanga®, Bebo®, etc. (http://en.wikipedia.org/wiki/List_of_social_networking_websites). In addition, the use of other electronic devices to record pictures, images, and other information or data that may be stored, reviewed, or shared with others either immediately or at a future date are considered social networking.

For purposes of this policy, this interaction includes, but is not limited to, browsing other users’ profiles/personalized web pages, browsing other users’ photos, reading messages sent through social networking forums, and engaging in online messaging services, such as instant messaging or email that is in any way related to U.T. Tyler or the College of Nursing or activities conducted while in attendance at the University. The following provides guidance as to what type of behavior is inappropriate relative to online social networking. These guidelines are not all inclusive; rather, they are intended to be used as a foundation for sound decision making.

Students are encouraged to refer to the following which was prepared by the National Council of State Boards of Nursing (NCSBN): Professional Boundaries: A Nurse’s Guide to the Importance of Professional Boundaries, located at: https://www.ncsbn.org/Professional_Boundaries_2007_Web.pdf
Confidentiality and Privacy

Violations of confidentiality include but are not limited to:

1. Photocopying patient documents, removing patient documents from the clinical site, and postings of patient information on Internet social networking sites (Facebook®, MySpace®, Twitter®, YouTube®, etc.) as well as online blogs and journals.
2. Contacting patients/patients’ family members through a social networking system.
3. Photographing in any clinical setting. Taking and/or posting any picture taken within a clinical facility without written permission of the facility or patient (even if the patient’s identity is not disclosed) is a breach of the Health Insurance Portability and Accountability Act (HIPPA).
4. Discussing/posting any patient information related to the clinical facility one is assigned on Internet social networking sites or in a public place.
5. Social networking, texting, email, and other recreational computer use is prohibited during class or clinical time.
6. Using U.T. Tyler, College of Nursing’s name, logo, or other information in one’s personal social networking profile. Pictures of oneself should not be posted wearing U.T. Tyler nursing attire. Social networking mediums, blogs, Twitter® and Internet/electronic mail, all are considered public domain.

Failure to comply with the above guidelines will result in disciplinary action which can include dismissal from the program. Any student found in violation of the above mentioned policies and/or any policies related to conduct unbecoming a University of Texas at Tyler student, is subject to procedural disciplinary action as outlined in the U.T. Tyler Manual of Policies and Procedures for Student Affairs: Specifically Sec 8-801 and 8-804: [http://www2.uttyler.edu/mopp/documents/MOPPChapter8StudentConductandDiscipline-updated011411.pdf](http://www2.uttyler.edu/mopp/documents/MOPPChapter8StudentConductandDiscipline-updated011411.pdf)