

**Capital Area School of Practical Nursing
Fourth Quarter Clinical Syllabus**

<p>Clinical Instructor Information</p> <p>Name: Contact Information:</p> <p>Clinical Site: Contact Info:</p> <p>Pre-conference – 7:30a – 8:00a Post-conference – 2:15p – 3:00p Lunch 11:15 – 11:45 (or per instructor’s discretion)</p>	<p>Tardy/Absence Policy When tardy or absent, you must call your clinical instructor or the CASPN Clinical Skills/Lab Coordinator.</p> <p>An absence form will be completed with each absence per Clinical Skills Lab Coordinator.</p> <p>Clinical Coordinator: 217-585-1215 x205</p> <p>Cell Phone Policy Dress Code Evaluation Policy</p> <p>See Student Handbook Professional Behavioral Standards will be implemented at all times as per Student Handbook.</p>
<p>Objectives: Clinical Focus:</p> <ul style="list-style-type: none"> • Team Leading and Leadership skills • Application of effective communication <p>Development of:</p> <ul style="list-style-type: none"> • Leadership skills • Delegation skills • Functioning as a member of the healthcare team <p>Role of Student as a SPN team member:</p> <ul style="list-style-type: none"> • Charge Nurse • Team leader • Medication nurse • Treatment nurse 	<p>SPN Roles and Responsibilities Defined:</p> <p>Charge Nurse: This nurse will circulate between the teams of SPN’s and assist as needed.</p> <p>Team Leader: This nurse will lead the team caring for a group of residents. The TL will get report from staff nurse and give report to the team. The TL will be directly responsible for obtaining vitals, and performing assessments. The TL will document all assessments and vital signs, and report any abnormal finding to the SPN Charge Nurse or Facility Nurse. The TL will follow up on new orders, labs, etc. The TL may communicate findings and may round with the HCP. The TL will delegate tasks accordingly. This person will work with the medication and treatment nurses and assists them as needed. All questions will be directed to the team leader by other student nurses who will communicate with the SPN Charge Nurse or Facility Nurse.</p> <p>Medication Nurse: Responsibilities include gathering information and dispensing medications on a team of five or six patients as directed by the team leader of the day. Medications will be dispensed until 1400. All meds will be documented. The med nurse will report to the team leader.</p> <p>Treatment Nurse: Responsibilities include performing all ordered treatments on residents of the assigned group. Assisting with direct patient care will also be included in the role of the treatment nurse. The treatment nurse will report to the team leader.</p>

**Capital Area School of Practical Nursing
Fourth Quarter Clinical Syllabus**

<p>Assignments: <u>SBAR Report Form:</u> As needed <u>Time Management Sheet:</u> Optional <u>Weekly Patient Care Packet per Team:</u></p> <ul style="list-style-type: none">• Team Leader Sheet• Patient Data Forms• Medication Sheets <p><u>Report or Clinical Project:</u></p> <ul style="list-style-type: none">• <u>Report:</u> Possible topics should include disease process, tests such as labs, radiology, and treatment including meds.• <u>Clinical Project:</u> Teams may develop staff development projects that will be of benefit to facility. Must gain approval of instructor. Ex: Prevention of Skin Tears, Turn & Reposition, Fall Prevention, Handwashing, etc. Projects must include post-test, answer key, and references cited. Only one report or project due per 4th quarter rotation. <p><u>Written Communication:</u></p> <ul style="list-style-type: none">• Nurses Notes documentation• EMR Documentation <p><u>Clinical Reflection:</u> Completed at the end of clinical rotation. <u>Self-evaluation:</u> Midterm & Final</p>	<p>Fourth Quarter Textbooks/References</p> <ul style="list-style-type: none">• Mosby’s Drug Guide for Nurses, 12th Ed.• Mosby’s Diagnostic & Laboratory Test with Nursing implications, 12th Ed.• Mosby’s Guide to Nursing Diagnosis 5th Ed.• Mosby’s Dictionary of Medicine, Nursing & Health Prof. 9th Ed.• Basic Pharmacology for Nursing 16th Ed.• Adult Health Nursing 7th Ed.• Nursing Leadership, Management, and professional Practice for the LPN/LVN, FA Davis, 5th Ed, 2013• Medical Terminology 7th Ed.• Fundamental Concepts and Skills for Nursing, 5th Ed.	
<p>This syllabus is not a contract and subject to change as deemed necessary per Clinical Instructor. I have read and understand the Fourth Quarter Clinical Syllabus.</p>		
CASPN Student Name	Signature	Date