



VNSG 1219 Leadership and Professional Development

Course Title	VNSG 1219 Leadership and Professional Development
Length of Course	32 Lecture Hours 32 Hours Lab
Course Description	Study of the importance of professional growth. Topics include the role of the Licensed Vocational Nurse in the multidisciplinary health care team, professional organizations, continuing education, preparing for the job interview, and professionalism in nursing practice.
Course Objectives	<p>Upon completion of VNSG1219, the student will be able to:</p> <ol style="list-style-type: none"> 1. Describe the <u>roles of the licensed vocational nurse in multi-disciplinary settings</u> inclusive of the basic principles of leadership and management. 2. Apply the basic principles of leadership and management as they relate to the vocational nurse. 3. Examine the steps of the ethical decision-making process. 4. Present plans to be used in the employment process, including the development of an individualized resume. 5. Apply the concept of “delegation” as it applies to the role of the licensed vocational nurse. 6. Summarize legal issues applicable to licensure and practice. 7. Discuss the role of professional organizations and regulatory agencies in the development of vocational nursing. 8. Identify criteria and appropriate resources for continuing education. 9. Develop communication skills for more effective working relationships within the healthcare team. 10. Apply the use of the critical thinking process in relation to decision making and problem solving in a variety of areas of patient care. 11. Demonstrate the advocacy role of the nurse as it pertains to professional values and how it exemplifies caring behavior. 12. Demonstrate mastery of vocational nursing content through satisfactory scores on a variety of exams. 13. Complete application process for licensure and the NCLEX-PN.
Course Delivery Method	Residential/On-Campus
Required Resources	<p>Saunders Comprehensive Review for the NCLEX-PN® Examination, 9th Edition Texas Board of Nursing Rules and Regulations Texas Board of Nursing Differentiated Essential Competencies Texas Board of Nursing Jurisprudence Examination NCSBN: NCLEX-PN Test Plan (2023)</p>
Prerequisites	Admission to the Vocational Nursing Program and successful completion of prior level courses
Outside Work	Not applicable (clock-hour school)



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Course Evaluation Methods	Homework 10% Quizzes 10% Exams 50% Final 30% Saunders's NCLEX Exams will be graded on a sliding scale as shown below: 100–91 100% 90–81 95% 80–71 90% 70–61 85% 60–51 80% 50–41 75% 40 and below 70%
Final Grading Scale	A (Excellent) 92%--100% B (Above Average) 83%--91% C (Average) 78%--82% F (Failure) Below 78% <i>A final course grade of 78% is required to pass this course</i>
Methods of Instruction	1. Lecture 2. Visual Aids 3. Group Discussions 4. Tutoring 5. Assignments 6. Class Engagement
Classroom Policies	Students should always adhere to the school conduct policy and dress code policy. NO EXCUSES. Students who fail to comply with uniform requirements or other VN policies may be dismissed from this class period, and absence hours will be accrued. The use of cell phones is prohibited during class time. No food is allowed in the classroom during class. Drink must be in spill proof containers.
Attendance	Attendance is mandatory for all classes and labs; students missing a day of school are responsible for obtaining any missed assignments or materials from their instructor or classmates. It is the student's responsibility to ensure he/she fully understands any material that was covered during his/her absence. Per the VN Attendance Policy, a student cannot be absent more than 20 hours a semester or 60 hours for the total program. Any excessive absences may cause the student to be dismissed from the program. If a student is more than 5 minutes tardy to class, this will count as 1 hour absent. Also, repeatedly leaving the classroom/skills lab will not be tolerated and student will be docked time. If this occurs, your time out of the classroom will be treated as a tardy, with 1 hour being deducted from your allotted absences.



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Course Procedures	
<i>Please be aware that this syllabus is subject to changes throughout the semester. Should any changes occur, the course instructor will notify you of the changes as soon as possible.</i>	
Policies	All VN and VGI policies are expected to be followed by every student. Violations of these policies may result in counseling write-ups or possible dismissal from the program. Please be familiar with your VN Handbook and the expectations of the VN program. For any concerns regarding policies, please consult the VN Assistant Director and/or the VN Director.
Course Material	All VN courses have a great deal of material, and while the instructors attempt to relay the bulk of material in lecture, you are ultimately responsible for taking notes, thinking critically and answering to the best of your knowledge. You are encouraged to write questions on areas that are difficult for you to understand. These questions can then be asked during class discussion and/or during instructor's office hours or tutoring sessions to help you grasp the material.
Key Terms	Medical terminology and key terms can be difficult and confusing. Please take the time to identify & review key terms to ensure your comprehension. This terminology will be frequently used in lecture, on exams/quizzes, and at your clinical sites and most importantly in NCLEX .
Final Exam	The final exam will be comprehensive! This means that material from Day 1 could be covered on your final exam. It is ultimately up to you to be responsible for all content covered in this course. The final exam may contain up to 100 questions.
Grades	No grades will be dropped, so do your best on every attempt for every assignment, quiz, or test. No extra credit work will be given. It is the student's responsibility to keep track of his/her grades and to immediately notify the course instructor if any grade may have been entered incorrectly.
Challenging an Exam Question	All challenges must be received within three days of the test. The challenge must include the question, the student's perception of the correct answer and the page # in the book where the answer is found. The challenge is on an individual basis only. The test grade will be adjusted for the student if the challenge is correct.
Make-up Work	There will be no make-up option for missed quizzes, regardless of the reason the quiz was missed. Make-up Exams will be SCHEDULED and done at the assigned time. They can occur in the format of the instructor's choice (including, but not limited to include essay, fill-in-the-blank, matching, ordering, selecting all that apply, multiple choice, or other Assessments). If you miss a scheduled assessment, you must email a reason for absence or tardy. Retaking of missed assessments will be scheduled when a proctor is available. Missing rescheduled assessments will have an automatic 10 points deducted and 10 points additional per rescheduled date. Late assignments will not be accepted for any reason.
Assistance/Tutoring	For help in this course, please contact your course instructor via email and/or by visiting during his/her assigned office hours. Furthermore, consult your tutoring schedule and attend as needed for help in any of your courses. Tutoring is encouraged for students and strongly recommended for averages below 80%.
ADA Statement	No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the school, or be subjected to discrimination by the school. Nor shall the school exclude or otherwise deny equal services, programs, or activities to an individual because of the known disability of an individual with whom the individual is known to have a relationship or association. 42 U.S.C. 12132; 28



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	CFR 35.130(g)
Students with Disabilities	Students with disabilities must be registered with the School Director and provided appropriate documentation before program accommodation is provided.
Academic Dishonesty	Each student is charged with notice and knowledge of the contents and provisions of Valley Grande Institute rules and regulations concerning student conduct. All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct. Scholastic dishonesty shall constitute a violation of these rules and regulations and is punishable as prescribed by Board policies, including possible dismissal from the VN Program. Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism, and collusion. (See the Student Handbook for further explanation of Scholastic Dishonesty.)
Performance Objectives	<p>Recognize current trends and care of patient in Vocational Nursing in different aspects of nursing.</p> <p>Demonstrate the ability to utilize the nursing process in nursing situations</p> <p>Describe the role of the Licensed Vocational Nurse in multidisciplinary settings, inclusive of basic principles of leadership and management.</p> <p>Discuss the role of professional organizations and regulatory agencies.</p> <p>Identify criteria and appropriate resources for continuing education.</p> <p>Demonstrate readiness to become a member of the profession.</p> <p>Demonstrate the knowledge necessary to be a coordinator and a provider of care.</p> <p>Demonstrate knowledge of the Jurisprudence from Texas Board of Nursing.</p> <p>Acquire tools for successful completion of the NCLEX-PN Examination.</p> <p>Additional Requirements of this course included the following and other requirements that may come up.</p> <ol style="list-style-type: none"> 1. Create Nurse Portal Account when instructed during class. 2. Registration with Board of Nursing completed when instructed during class. 3. Jurisprudence Certificate turned in on due time. 4. Fingerprinting done at time due when instructed by Registrar. 5. All paperwork required for class turned in as due.



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Course Delivery Schedule-*Will be updated with NCLEX REVIEW AREAS*

Please be aware that this Course Calendar are subject to change throughout the semester. Should any changes occur, the course instructor will notify you of the changes as soon as possible.

Saunders Comprehensive Review for the NCLEX-PN® Examination, 9 th Edition				
	Chapter	Homework <i>May range in a variety of topics.</i>	Quizzes <i>May range in a variety of topics.</i>	Exams <i>(NCLEX may be a variety of areas/Quia assigned may be more specific in area)</i>
Week 1	Go over Syllabus and view videos to introduce types of questions and study habits for NCLEX; Ensure have access to Quia Page			
Week 2	Chapter 1- Chapter 1: Clinical Judgment and the Next Generation NCLEX (NGN)-PN® Examination Chapter 2- Self-Efficacy and Pathways to Success Chapter 4: Clinical Judgment and Test-Taking Strategies Texas Administrative Code-Rule §217.11-Standards of Nursing Practice/ Practice - Licensed Vocational Nurse Scope of Practice	Hwk 1	Quiz 1	Saunders's Pre-Test will be assigned to take during class.
Week 3	Chapter 7: Prioritizing Client Care Chapter 8: Fluids and Electrolytes Chapter 9: Acid-Base Balance	Hwk 2		
Week 4	Chapter 10: Vital Signs and Laboratory Reference Ranges Chapter 12: Health and Physical Assessment of the Adult Client Chapter 13: Safety and Infection Control	Hwk 3	Quiz 2	HESI Pre-Assessment (potentially this week) Assessment 1
Week 5	Chapter 16: Hygiene, Mobility, and Skin Integrity Chapter 14: Medication Administration and Intravenous Therapies	Hwk 4		Assessment 2
Week 6	Chapter 15: Perioperative Nursing Care Chapter 17: Urinary and Bowel Elimination	Hwk 5	Quiz 3	Assessment 3
Week 7	Chapter 53: Cardiovascular Problems Chapter 53: Cardiovascular Problems	Hwk 6		Assessment 4
Week 8	Chapter 53: Cardiovascular Problems Chapter 53: Cardiovascular Problems	Hwk 7	Quiz 4	Assessment 5



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Week 9	Chapter 61: Musculoskeletal Problems Chapter 62: Musculoskeletal Medications	Hwk 8		Assessment 6
Week 10	Chapter 51: Respiratory Problems Chapter 52: Respiratory Medications	Hwk 9	Quiz 5	Assessment 7
Week 11	Chapter 55: Renal and Urinary Problems Chapter 56: Renal and Urinary Medications	Hwk 10		Assessment 8
Week 12	Chapter 39: Neurologic and Cognitive Problems Chapter 60: Neurologic Medications	Hwk 11 Tentative date: Finger printing Required— Ms. Luna will speak to students at this time Register with BON & Prepare for Jurisprudence Exam: Fee \$75.00	Quiz 6	Assessment 9
Week 13	Chapter 47: Endocrine Problems Chapter 48: Endocrine Medications	Hwk 12		Assessment 10 <u>HESI Post-Assessment</u> <u>(potentially this week)</u>
Week 14	Chapter 31: Pediatric Hematologic Problems Chapter 36: Pediatric Respiratory Problems Chapter 37: Pediatric Cardiovascular Problems Chapter 42: Pediatric Medication Administration	Hwk 13 Final Surveys and Placement Paperwork done NCLEX Exam Registration: Fee \$200.00	Quiz 7	Assessment 11
Week 15	Chapter 66: Mental Health Problems Chapter 69: Psychotherapeutic Medications	Hwk 14 Clinical Check List- Ensure in Proper Order and Hand it in before taking Finals	Quiz 8	Assessment 12
Week	FINAL			