

OENA 104 Basic Fundamentals of Personal care FALL SEMESTER 2006

Facilitator – Neal Gallagher Assistant Professor.

Office hours 30 min before and after class in the classroom and office # 654

And Mon and Wed 12:00- 1:00 or by appointment.

E-mail: ngallagh.nmsu.edu telephone 287-6654

Class meeting time Mon and Wed 0900- 11:35

Required Text: Nursing Assistant: A nursing Process Approach, 8th Edition
Barbara R Hegner, MSN RN; Esther Caldwell, MA, PhD
ISBN: 0-8273-9058-0 Delmar Publisher

Course Description:

This Course focuses on the theory and basic nursing assistant skills with the emphasis on a psychosocial-cultural approach to patient care. This course will provide classroom instruction along with practical training in the laboratory and clinical setting. The instructor may modify this syllabus to meet the needs of a particular Class of students.

I encourage students to make use of E-Mail for communication with the instructor and other students.
ngallagh@nmsu.edu

Student Expectations:

Attend all classes. NOTIFY INSTRUCTOR PRIOR TO ABSENCE. I encourage students to make use of E-Mail for communication with the instructor and other students.

- 1) Complete reading assignments prior to class.
- 2) Class participation.
- 3) Completing all assigned assignments, quizzes and tests when scheduled.
- 4) Punctuality and attending the duration of all classes.

Attendance: if a student misses more than 3 consecutive classes or 5 cumulative in the semester the instructor may recommend expulsion from the class; expulsion may result in the loss of scholarship and grant eligibility. An instructor/student conference will be required to assess the student's ability to successfully complete the program. Since a great deal of material is covered in class punctuality is mandatory, the student will be allotted 15 min after the start of class before marked tardy. If tardiness or early departure becomes a pattern an instructor/student conference will be required to assess the student's ability to successfully complete the class. A daily sign in sheet will be provided; it is the responsibility of the student to sign in to verify that class was attended.

Expected Outcomes : after successful completion, the student will understand the role of the Nursing Assistant and properly perform skills and procedures involved with taking vital signs, bed making, grooming, feeding and transferring patients utilizing proper body mechanics, infection control, observing patient safety and comfort levels at all times and Reporting to the nurse the status of the patient.

Evaluation and Grading :

Written exams will consist of multiple choices, fill in the blank and essay type questions. Students will be advised beforehand of the type. All make up exams must be made up on the next class unless arrangements have been made with the instructor. All exams not made up will be recorded as a zero. No weekly quizzes can be made up any missed quizzes will be recorded as a zero. (Unless previous arrangements are negotiated with the instructor)

Weekly quizzes on the assigned material.	25% of final grade
In class assignments and class participation.	25% of final grade
Tests.	25% of final grade
Mid term and Final exams.	25% of final grade

A = 90-100 % B = 89-80 % C = 79-70 D = 69-60

FAILURE IS NOT AN OPTION!

Statement Regarding Academic Misconduct

Any student found guilty of academic misconduct shall be subject to disciplinary action. Academic misconduct includes, but is not limited to, the following actions: CHEATING; PLAGIARISM; UNAUTHORIZED POSSESSION OF EXAMINATIONS, RESERVE LIBRARY MATERIALS OR LABORATORY MATERIALS; UNAUTHORIZED CHANGING OF GRADES ON AN EXAMINATION, INSTRUCTOR'S GRADE BOOK OR GRADE REPORT; NONDISCLOSURE OR MISREPRESENTATION IN FILLING OUT APPLICATIONS OR OTHER COLLEGE RECORDS. The following disciplinary actions and sanctions may be imposed for any of the above infractions of regulations: disciplinary probation, disciplinary suspension, dismissal, and expulsion.

Americans with Disabilities Act (ADA)

If you have, or believe you have, a disability and would benefit from any accommodation(s), you may wish to register with the Student Services Office on the first floor of Martinez Hall. All medical information will be treated confidentially.

After you have registered, please make sure that Dr Harry Sheski C.A.O. receives a copy of the accommodation memorandum from Student services within the first two weeks of class. It will be the student's responsibility to inform Dr Harry Sheski C.A.O. or the office of Student Services (in a timely manner) if services/accommodations provided are not meeting your needs.

If you have a condition that may affect your ability to exit safely from the premises in an emergency or that may cause an emergency during class, you are encouraged to discuss any concerns with Ms. Irene Charles-Lutz; Campus Student Services Officer at 287-6629, or Ms. Elva G. Telles, NMSU EEO/ADA Director at 505-646-3333

Feel free to call Ms. Irene Charles-Lutz; Campus Student Services Officer at 287-6629, or Ms. Elva G. Telles, NMSU EEO/ADA Director at 505-646-3333 with any questions about the Americans with Disabilities Act (ADA), and/or Section 504 of the Rehabilitation Act of 1973.