

**SUMMER 2018**

**Vanderbilt Experience: Summer Nurse Internship Program (VESNIP)**

**Session One: Monday, May 14– Friday, June 29, 2018**

**Mandatory Orientation Session: May 14, 2018**

**COURSE NUMBER:** Nursing 369  
Sections: 34199-M06 and 37523-M09; Honors 39366 M11

**COURSE TITLE:** Cooperative Education in Nursing (3.0 credit hours)

**PREREQUISITES:** Successful Completion of all first semester-level nursing courses.  
*\*Enrollment in the course and the cooperative education opportunity is contingent upon this prerequisite.*

**COURSE OBJECTIVES:**

1. Facilitate the application of theory to clinical practice.
2. Develop confidence, responsibility and skill in human relations.
3. Encourage the student to explore alternative nursing employment opportunities.

**NURSING FACULTY**

**Audrey Cornell, PhD, CNE, RN**

Western Kentucky University  
1906 College Heights Blvd.  
Bowling Green, KY 42101  
MCHC - School of Nursing  
Office # 2224  
Office Phone: 270-745-3656  
E-mail: [audrey.cornell@wku.edu](mailto:audrey.cornell@wku.edu)

*\*Faculty reserves the right to make updates/changes of information/dates for NURS 369. Students will be notified of changes as they occur.\**

**COURSE DESCRIPTION:**

This course is designed to provide practical experience in a supervised work situation with a cooperating hospital, governmental or other health care agency, emphasizing application of knowledge and skills in selected areas of nursing. VESNIP is a 6-week internship provided by Vanderbilt University Medical Center in collaboration with WKU School of Nursing. The completed course provides 3.0 hours academic credit.

Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's Title IX Sexual Misconduct/Assault Policy (#0.2070) at <https://wku.edu/eoo/documents/titleix/wkutitleixpolicyandgrievanceprocedure.pdf> and

Discrimination and Harassment Policy (#0.2040) at [https://wku.edu/policies/hr\\_policies/2040\\_discrimination\\_harassment\\_policy.pdf](https://wku.edu/policies/hr_policies/2040_discrimination_harassment_policy.pdf).

Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Andrea Anderson, 270-745-5398 or Title IX Investigators, Michael Crowe, 270-745-5429 or Joshua Hayes, 270-745-5121.

Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are "Responsible Employees" of the University and **MUST** report what you share to WKU's Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU's Counseling and Testing Center at 270-745-3159.

#### ADA Accommodation Statement

In compliance with University policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Student Accessibility Resource Center located in Downing Student Union, 1074. SARC can be reached by phone number at 270-745-5004 [270-745-3030 TTY] or via email at [sarc.connect@wku.edu](mailto:sarc.connect@wku.edu). Please do not request accommodations directly from the professor or instructor without a faculty notification letter (FNL) from The Student Accessibility Resource Center.

#### I. **STUDENT**-Required Activities of the Student:

1. Attend the Orientation for the course the week prior to the start of the Internship. (date to be announced) Career Services Center folder and materials will be given to you at the orientation.
2. Complete the Career Services Center Cooperative Education/Internship Information Form via link. [www.bit.ly/wku-intern-info](http://www.bit.ly/wku-intern-info) Due date **5/14/18**
3. \*Have required CPR, TB skin test, malpractice insurance, criminal background and health records (titers) to ensure compliance with facility regulations.  
**\*Failure to comply with these requirements could delay your clinical experience.**
4. Submit the signed Grade contract for a grade the first week of clinical. Due date **5/14/18**
5. Complete the Learning Plan for the preceptor/faculty to approve, and then submit the plan to the faculty by the end of the first week. Due date **5/18/18**
6. Complete the assigned work schedule and promptly notify faculty of any changes.

B. During the Cooperative Education Experience:

1. Carry out the duties and responsibilities assigned by the agency, faculty and clinical preceptor.
2. Follow all facility rules and regulations governing employees.
3. Follow all policies of WKU School of Nursing Student Handbook and VUMC code of conduct.
4. Meet with the nursing faculty and staff responsible for Nursing 369 during the work/learning experience weekly at VUMC- **See Rounding Dates/Evening Conference.**
5. VESNIP students **will receive an on-line evaluation** from VUMC 2 times during the internship. Students should complete the survey within the week of receiving the email.
6. Fulfill job responsibilities and complete all scheduled shifts. (VESNIP)
7. Vanderbilt requires a mandatory orientation (**Monday May 14, 2018- 830a-500p**) for all participants. The clinical schedule is **Monday, Tuesday and Wednesday each week beginning May 15<sup>th</sup> –June 27<sup>th</sup>.** Attendance and punctuality are essential for successful academic and clinical achievement. *The student is responsible to notify instructors and preceptors of absences **prior to the scheduled shift** and obtain alternate assignments from faculty.* **Alternate assignment will be a 4-5 page APA paper on an assigned evidence-based topic chosen in collaboration with faculty.**
8. Complete the weekly journal assignment in Blackboard.

C. Last Day of Clinical Experience for the Course:

1. **Student Evaluation Form** should be completed by the faculty and signed by the student. The Grade Contract is required to be completed for a grade. The final grade will not be submitted until the evaluation and contract is completed by the student. **Due 6-29-18**
2. **Data Report Form** should be completed to the Career Services Center via this link. [www.bit.ly/wku-intern-datareport](http://www.bit.ly/wku-intern-datareport) **Due 6-29-18**  
A grade will not be submitted until this form has been completed.

II. AGENCY RESPONSIBILITY

The representative for the agency will:

1. Assign the student in a capacity that will facilitate the student's achievement of the objectives/requirements of this course.
2. Identify a preceptor and resources for the student to assist in achieving objectives.

Preceptor Responsibilities include:

1. Reviewing the student's learning plan and objectives.
2. Arranging experiences for the students to achieve objectives.
3. Assuming responsibility for students providing direct nursing care of patients.

#### TEXT BOOKS AND SPECIAL REFERENCES:

Students will be expected to use their current nursing textbooks, professional journals and other current literature in the specific area of study during their cooperative educational experience.

#### EVALUATION:

Each student will receive a grade based on the contractual agreement signed by the student/nursing faculty at the beginning the Cooperative Education Experience. Students may renegotiate the contract during the first three weeks of the work experience but **not** thereafter. After the first three weeks, **(6/1/18)** the student cannot renegotiate for a higher grade, but can opt for a lower grade contract if desired. If the student does not perform the contracted behaviors satisfactorily, the grade may be lowered at the discretion of the faculty. Sample contracts with guidelines for the journal submission and the Clinical Paper assignment for obtaining an A or B grade are attached.

## WKU Nursing 369

I \_\_\_\_\_, do hereby contract for a grade of **B** in Nursing 369 Cooperative Education.

For this grade I will:

1. Complete the *Career Services Center Cooperative Education/Internship Information Form* via link. [www.bit.ly/wku-intern-info](http://www.bit.ly/wku-intern-info)
2. Attend the weekly conferences with faculty and staff as assigned.
3. Complete the two on-line evaluations provided by the Vanderbilt staff.
4. Complete the *Learning Plan for Cooperative Intern Experience* within one week of the beginning of employment and submit to the faculty member.
5. Complete the assigned work schedule and notify faculty promptly of any changes.
6. Carry out the duties and responsibilities assigned by the facility and preceptor within the guidelines of the course.
7. Follow facility rules and regulations governing all employees.
8. Ensure the *Employer Evaluation of Cooperative Education/Intern Student* form is complete at the end of the clinical experience. Both the student and the faculty must sign the evaluation form after reviewed with the student. The student must have a satisfactory evaluation in order to pass the course and receive course credit. (2 "Poor" ratings or 1 "Unacceptable" rating in any category is considered unsatisfactory).
9. Fulfill assigned responsibilities and complete all assigned shifts during the internship.
10. Submit a **weekly** clinical journal via **Blackboard** for **the shifts** worked during the entire course. Journal entries must be submitted within **72 hours** of the end of the last shift. Use the list of questions provided in the syllabus to stimulate your narrative. Provide a thoughtful response to at least two (2) of the questions listed. If three (3) or more journal entries are submitted late, the course grade will be reduced one letter grade. If four (4) or more journal entries are submitted late, an additional letter grade will be reduced. If five (5) or more journal entries are submitted late, the student will receive a failing grade.
11. Data Report Form should be completed for the Career Services Center via this link. [www.bit.ly/wku-intern-datareport](http://www.bit.ly/wku-intern-datareport)

\*If any of the above components of the contract are not upheld by the student, a letter grade of **C, D, or F** will be assigned, according to the circumstances.

---

Faculty

Date

---

Student

Date

## WKU Nursing 369

I \_\_\_\_\_, do hereby contract for a grade of **A** in Nursing 369, Cooperative Education.

For this grade I will:

1. Complete the Career Services Center Cooperative Education/Internship Information Form via link. [www.bit.ly/wku-intern-info](http://www.bit.ly/wku-intern-info)
2. Attend the weekly conferences with faculty and staff as assigned.
3. Complete the two on-line evaluations provided by the Vanderbilt staff.
4. Complete the *Learning Plan for Cooperative Intern Experience* within one week of the beginning of employment and submit to faculty member.
5. Complete the assigned work schedule and notify faculty promptly of changes.
6. Carry out the duties and responsibilities assigned by the facility and preceptor within the guidelines of the course.
7. Follow facility rules and regulations governing all employees.
8. Ensure the *Employer Evaluation of Cooperative Education/Intern Student* form is complete at the end of the clinical experience. Both the student and the faculty must sign the evaluation form after reviewed with the student. The student must have a satisfactory evaluation in order to pass the course and receive course credit. (2 "Poor" ratings or 1 "Unacceptable" rating in any category is considered unsatisfactory).
9. Fulfill job responsibilities and complete all assigned shifts during the internship.
10. Submit a **weekly** clinical journal via **Blackboard** for **the shifts** worked during the entire course. Journal entries must be submitted within **72 hours** of the end of the shift. Use the list of questions provided in the syllabus to stimulate your narrative. Provide a thoughtful response to at least 2 of the questions. If 3 or more journal entries are submitted late, the course grade will be reduced one letter grade. If 4 or more journal entries are submitted late, an additional letter grade will be reduced. If 5 or more journal entries are submitted late, the student will receive a failing grade).
11. Develop **one** Clinical Paper to be submitted electronically. Instructions can be found in the syllabus. Assignment must be submitted by the deadline date.
12. Data Report Form should be completed for the Career Services Center via this link. [www.bit.ly/wku-intern-datareport](http://www.bit.ly/wku-intern-datareport)

\*If any of the above components of the contract are not upheld by the student, a letter grade of **B, C, D, or F** will be assigned, according to the circumstances.

---

Faculty

---

Date

---

Student

---

Date

## GUIDELINES FOR JOURNAL ENTRIES

**Include your name and total number of hours worked for the week (\_\_\_\_) at the top of each journal entry.**

Respond to two (2) or more of these questions in each of your journal entries. Include the question in your response and use a different question set with each journal:

1. Did I accomplish what I set out to do? Where did I succeed? Where is improvement needed? Why?
2. Where did I go today when I needed help? Did I make use of all of the resources available to me?
3. How did the things that happened today effect my evaluation of myself?
4. What did I do today that enhanced my learning?
5. What skills and facts have I learned today that I want to remember for further use?
6. What understandings have I acquired today that I want to think about some more?
7. To what degree has my overall knowledge been increased?
8. What took the majority of my time today? Does this reflect what I value?
9. What important patient care decisions did I make today?
10. What attempt did I make today to link directly what I have learned on campus with what I did during the cooperative education experience?
11. What problems (issues) have I encountered today that are new to me?
12. What situations did I meet today which were unpredictable?
13. What thoughts did I have today about future studies in my field of interest?
14. What moral and ethical considerations have I faced today?
15. What expressions of views and values have I heard today which are different than those, which I hold?
16. What goals have I set for tomorrow, next week, and next month?
17. What was the health care experience like for the patients I saw today?
18. How could I have made the patient's experience better?
19. Was I sensitive to the patient's problems and acknowledge them appropriately?
20. Were there resources needed by my patients and did I help them obtain them?

## Clinical Paper Guidelines

\*Select a client you have been assigned to care for during NURS 369.

The completion of one (1) Clinical Paper is required for a grade of "A" and should be submitted electronically to your instructor by the deadline date. It should include all of the information listed in the Rubric that is pertinent to your selected patient to be considered complete.

Sources may include your textbooks, research journals, peer-reviewed professional journals, and /or credible nursing websites. All sources should be listed on the Reference Page using APA format. Using sources without citing and referencing is considered plagiarism.

	<b>Rubric for Nursing 369 Clinical Paper</b>	Points received
Part I (4 points each - 40 points possible)	<ol style="list-style-type: none"> <li>1. Clinical Presentation – reason for admission; include client’s initials, age, sex, code status, and allergies.</li> <li>2. Admitting medical diagnosis and brief pathophysiology.</li> <li>3. Additional medical diagnoses and brief pathophysiology.</li> <li>4. Pertinent Past Health History - medical and surgical history.</li> <li>5. Focused Physical Assessment / Abnormal Clinical Manifestations; include vital signs.</li> <li>6. Medical Prescriptions (orders).</li> <li>7. Related Laboratory studies and significance.</li> <li>8. Related Diagnostic studies and significance.</li> <li>9. Medications Prescribed (dose, frequency, route, reason for taking and any special nursing considerations).</li> <li>10. Potential Complications / Risk Factors (include signs and symptoms to monitor for and rationale).</li> </ol>	
Part II (6 points each - 30 points possible)	<ol style="list-style-type: none"> <li>1. Include a minimum of three priority nursing problems / nursing diagnosis with related to, secondary to, and as evidenced by included.</li> <li>2. Include a minimum of 3 assessment Interventions and rationale for <b>each</b> priority nursing problem.</li> <li>3. Include 3-5 therapeutic interventions and rationale for <b>each</b> nursing diagnosis.</li> <li>4. Include a minimum of 3 patient and family education/ health promotion interventions and rationale for <b>each</b> nursing problem.</li> <li>5. Include a minimal of 3 outcomes (at least 1 outcome for each nursing diagnosis). Evaluate if met, partially met or not met and explain.</li> </ol>	
Part III (6 points each - 30 points possible)	<ol style="list-style-type: none"> <li>1. Nursing journal reference to support one nursing intervention cited in the Clinical paper.</li> <li>2. Cover Page, Running Head and Page Numbers.</li> <li>3. Reference Page and citations throughout Clinical Paper.</li> <li>4. Overall appearance, organization and creativity of the Clinical Paper.</li> <li>5. No spelling or grammatical errors; APA format followed (0 points if &gt; 2 errors).</li> </ol>	

**Total:**

**Comments:**

Instructor: \_\_\_\_\_ Date: \_\_\_\_\_

Student: \_\_\_\_\_