



**Bachelor of Science in Nursing
Practicum and Field Experience
Project Manual**



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Practicum and Field Experience Manual

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Mission Statement

The mission of Southwest University at El Paso is to provide exceptional career and technical training, promote intellectual growth, critical examination and informed understanding through general education and a commitment to educational excellence strengthened by quality instruction, a positive learning environment, and the integration of emerging technologies to enable students to achieve their potential, participate in new employment opportunities, and continue to be lifelong learners.

Disclaimer

This Manual is intended only to outline the student policies and procedures. This manual is not intended to be all-inclusive. Southwest University reserves the right to change student policies and procedures on this manual at any time. Students will be notified of any policy changes, additions or deletions. Said changes will immediately become a part of this manual.



Table of Contents

Introduction

Purpose of this Manual

Students with Disabilities

Practicum Guidelines

Affiliation Agreement

Ethical Behavior

Practicum for BSN

Overview

Required Activities

Getting Started

Evaluation

Policies

Frequently Asked Questions

Contact Information

Important Resources



Introduction

Purpose of this Manual

Welcome to the field experience component of Southwest University BSN program. This manual describes the structure and timing of the online and on-site practicum experiences and the policies a student must follow to be successful. It is intended to provide students of Southwest University School with the information they need related to practicum policies and procedures. The manual is also designed to serve as a reference for practicum mentors and other practicum personnel.

Please note: Southwest University reserves the right to make program changes as needed to ensure the highest quality program.

Southwest University

The BSN program at Southwest University is designed to promote Southwest University vision, mission, and ongoing commitment to social change.

Students with Disabilities

Southwest University at El Paso is in compliance with the following: The Equal Opportunity Act, the Age Discrimination Act, and the Americans with Disabilities Act. All entrances and exits to all Southwest University at El Paso buildings and all offices and classrooms meet ADA requirements. In addition, Southwest University at El Paso provides students with special needs ADA approved restrooms, and modified classroom furniture to meet their needs. Students with disabilities requesting accommodations to access field experiences, such as practice experience must register with the Office of Disability Services prior to field experience and clarify their specific accommodation needs. In most cases, field experience sites have their own systems for ensuring equal access for employees/interns with disabilities. The Office of Disability Services will help address any gaps in those systems.



Practicum Guidelines

Practicum Site Selection and Field Site Selection

You must take a proactive role in this process to assure that an acceptable site is found. Begin the process by identifying your own learning goals then after identifying these goals initiate the process of selecting a site that provides you the best opportunity. **The sites chosen will be for observation only.**

You are responsible for scheduling and completing a minimum of 80 hours of practical experience in the setting you have chosen for NURS 4033/ 4045 – Risk Analysis and Implications for Practice I and II. A minimum of 8 hours for NURS 2033 – Population Health/Community Nursing I (Windshield Survey). Southwest University allows flexibility in scheduling these hours. The requirement may be met with your work schedule, partial days or consecutive days.

The student Activities Log must be submitted to SU Learning at the end of each week. Documentation must demonstrate activities related to course outcomes, specialty competencies, and your learning agreement. Your practicum experience should include direct and indirect interactions with an advance, professional colleague, experience, or an expert nurse in the field site you have selected. A marginal amount of time spent in gathering evidence for your project may be included in the 80 hours (no more than 5 hours will be allowed). Travel time will not be accepted in your 80 hours.

Affiliation Agreement

An Affiliation Agreement must be signed by the Preceptor or Manager before any hours are to be completed.

Ethical Behavior

You are expected to demonstrate professional demeanor, behavior, appearance, and communication at all times. You are bound by the American Nurses Association Code of Ethics and must agree to abide by all the rules and regulations of the state in which you are practicing. The following are expectations for conduct and behavior:

- Honesty
- Responsibility
- Respect
- Fairness
- Trust

Inappropriate and unprofessional conduct will not be tolerated.



Practicum for BSN

Overview

The practice experiences assist students' transition from learner role to that of scholar – BSN. Students' will engage with a professional colleague in their work/community, and focus on experiences to promote professional competencies. While engaging in your field experience take into consideration the "organization/system understanding, leadership development, evidence-based practice, information management and integration of technologies into practice, interprofessional collaboration and communication, clinical prevention and population health, comprehensive assessment, and quality improvement strategies" (American Association Colleges of Nursing (AACN), 2012, p. 2).

Competencies should be focus on role functions with the achievement of individualized learning objectives. The practice experiences require students to apply knowledge, concepts, and skills that they have acquired during their program of study.

Required Activities

Students must satisfactorily complete all the requirements of their practice experience courses (Table 1) in accordance with the information provided in the course syllabi. Students will complete the didactic portion of the program online. Students will not be allowed to take multiple practice experience courses concurrently. Students must receive a passing grade for the clinical components in the course that have integrated didactic (theory) and practice components to pass the course successfully.

Table 1

Course Number	Course Name	Practice Experience Hours	Comments
NURS 4033 NURS 4045	Risk Analysis I Risk Analysis II	80 Practice Experience Hours Required (80 hours combined from Risk Analysis I and II)	Must submit Affiliation Agreement by week one of the course. Observation Only. RN – Students will observe and collaborate with various professionals in the community to define and refine a population-based
NURS 2033	Population Health/Community Nursing	8 Hours Windshield Survey	Must submit Affiliation Agreement by week one of the course. The student will design and present a nursing care



NURS 4033 Risk Analysis I

Learning Objectives:

1. Analyze data pertaining to a specific community health issue.
2. Provide culturally competent care: health promotion, disease and injury prevention interventions in collaboration with other health care professionals in a community health care setting.
3. Analyze the effectiveness of practice experience proposal through practice presentations.
4. Present practice experience presentation to professional colleagues in the community chat.
5. Develop a potential intervention plan in collaboration with other professionals that takes into account determinants of health, available resources, and activities that contribute to health and the prevention of illness or injury.
6. Apply the definition of quality to work setting.
7. Perform a literature review to identify measurement standards for a problem identified in healthcare.
8. Recommend strategies to reduce the cost of care.
9. Justify the appropriate leadership style to apply in a given situation.
10. Analyze an example of the quality that was measured, assessed, and improved.

Getting Started

Weekly Practice Experience Assignments for practice experience:

Week 1: Identification of a Population in your community

This week you will pick a population along with the activity that you have chosen. You will begin to take the lead in advocating for and collaborating with others to improve the health care outcomes for the population at risk that you have chosen. Write a literature review, a paper, or a PowerPoint on the activity you have chosen. The literature review must be from scholarly journals; the paper must be 2 or more pages long for each week (not including the cover page or the reference page). Must have 3 to 4 references. The Power-Point must be 15 or more slides (no more than 20). Must have 3 to 4 references (for each week), have your notes, and must be from scholarly journals. For the Power-Point you must record your voice as if you were presenting it to the community.



You will discuss week one project with your colleagues in the discussion board.

Week 2: Epidemiology

Week 2 you will clarify your population and the determinants of health-related events of the activity that you have chosen. Your practice experience project should come into clear focus as you continue to analyze related health data.

You will discuss week two project with your colleagues in the discussion board.

Week 3 Population Cultural

Week 3 you will identify any genetic predisposition of your chosen population. Develop culturally appropriate, measureable interventions

You will discuss week three project with your colleagues in the discussion board.

Week 4: Evidence-Based Practice

Week 4 you will identify the best evidence-based available for your project.

You will discuss week 4 project with your colleagues in the discussion board.

Week 5: Presentation (power-point or Zoom)

Week 5 you will start working on how you will present your project, write an outline that will be presented, you will add addition information next term. (Presentation will be done in week 6 of Risk Analysis II, next term).

Week 6: Presentation

You will discuss week 6 project with your colleagues in the discussion board.

NURS 4045 Risk Analysis II

Learning Objectives:

1. Analyze data pertaining to a specific community health issue.
2. Provide culturally competent care: health promotion, disease and injury prevention interventions in collaboration with other health care professionals in a community health care setting.
3. Analyze the effectiveness of practice experience proposal through practice presentations.
4. Present practice experience presentation to professional colleagues in the community chat.
5. Develop a potential intervention plan in collaboration with other professionals that takes into account determinants of health, available resources, and activities that contribute to health and the prevention of illness or injury.



6. Apply the definition of quality to work setting.
7. Perform a literature review to identify measurement standards for a problem identified in healthcare.
8. Recommend strategies to reduce the cost of care.
9. Justify the appropriate leadership style to apply in a given situation.
10. Analyze an example of the quality that was measured, assessed, and improved.

Week 1: Identification of a Population in your community

Continue with the population that you have selected (from Risk Analysis I). Create a concept map, identifying the population you have chosen, include specific community health issues, interventions, and available resources.

Discuss with your colleagues your project for this week

Week 2: Epidemiology

Continue to work with your chosen activity, for this week include QSEN – Quality and Safety Education for Nurses.

Discuss with your colleagues your project for this week

Week 3 Population Cultural

Building a Culture of Health – RWJF Culture of Health: www.cultureofhealth.org

Create a concept map linking your project to some of the goals, include the QSEN goals as well.

Week 4: Evidence-Based Practice

Write a paper for your project that you identified in Risk Analysis I, on evidence-based practice.

Week 5: Presentation (power-point or Zoom)

You will make an appointment with me to present your project.

Week 6: Presentation

NURS 2033 Population Health/Community Nursing

Learning Objectives:



1. Analyze data pertaining to a specific community health issue.
2. Provide culturally competent care: health promotion, disease and injury prevention interventions in collaboration with other health care professionals in a community health care setting.
3. Analyze the effectiveness of practice experience proposal through practice presentations.
4. Present practice experience presentation to professional colleagues in the community chat.
5. Develop a potential intervention plan in collaboration with other professionals that takes into account determinants of health, available resources, and activities that contribute to health and the prevention of illness or injury.
6. Apply the definition of quality to work setting.
7. Perform a literature review to identify measurement standards for a problem identified in healthcare.
8. Recommend strategies to reduce the cost of care.
9. Justify the appropriate leadership style to apply in a given situation.
10. Analyze an example of the quality that was measured, assessed, and improved.

Windshield Survey

Windshield Survey Guidelines

Each community has its own characteristics. These characteristics along with demographic data provide valuable information in understanding the population that lives within the community and the health status, strengths/limitations, risks and vulnerabilities unique to the “population of interest.” Once you have defined a “community of interest” to assess, a **windshield survey** is the equivalent of a community head-to-toe assessment. The best way to conduct a windshield survey is with more than one person, allowing for one to observe and take notes. Having one pair of eyes on the road, you can benefit from having other individuals notice the unique characteristics of the community; a shared experience provides additional insight. As you analyze your findings, it may be necessary to make a second tour to fill in any blanks. Many of us take these characteristics for granted in our own community, but they provide a rich context for understanding communities and populations and often have significant impact on the health status of the community in general.

Using Table 18-5 in the Public Health Nursing textbook conduct a windshield survey of your local community (area where you reside). Complete the entire survey and submit it in paragraph form utilizing APA format. Please include in text citations as well as a cover page and reference page.

Elements	Description



Boundaries	What defines the boundary? Roads, water, railroads? Does the area have a name? A nickname?
Housing and zoning	What is the age of the houses? What kind of materials are used in the construction? Describe the housing including space between them, general appearance and condition, and presence of central heating, air conditioning, and modern plumbing.
Open space	Describe the amount, condition, use of open space. How is the space used? Is it safe? Attractive?
Commons	Where do people in the neighborhood hang out? Who hangs out there and at what hours during the day?
Transportation	How do people get from one place to another? If they use public transportation, what kind and how effective is it: How timely? Personal autos? Bikes, etc? Are there pedestrians? Does the area appear to be safe?
Social service centers	Do you see evidence of recreation centers, parks, social services, offices of doctors, dentists, pharmacies?
Stores	Where do residents shop? How do they get to the shops? Do they have groceries or sources of fresh produce? Is this a "food desert"?
Street people and animals	Who do you see on the streets during the day? Besides the people, do you see animals? Are they loose or contained?
Condition of the area	Is the area well kept or is there evidence of trash, abandoned cars or houses? What kind of information is provided on the signs in the area?



Race and ethnicity	What is the race of the people you see? What do you see about indices of ethnicity? Places of worship, food stores, restaurants? Are signs in English or other languages? (If the latter, which ones)?
Religion	What indications do you see about the types of religion residents practice?
Health indicators	Do you see evidence of clinics, hospitals, mental illness, and/or substance abuse?
Politics	What indicators do you see about politics? Posters, headquarters?
Media	Do you see indicators of what people read? If they watch television? Listen to the radio?
Business & industry	What type of business climate exists? Manufacturers? Light or heavy industry? Large employers? Small business owners? Retail? Hospitality industry? Military installation? Do people have to seek employment elsewhere?

Adapted and revised by J. Lancaster from: [Mizrahi TM](#): School of Social Work, Virginia Commonwealth University, Richmond VA, September 2008; Stanhope MS, Knollmueller RN: *Public and Community Health Nurse's Consultant: A Health Promotion Guide*, St. Louis, 1997, Mosby.

Evaluation

The Practicum and Field Experience is designed to promote student development through the application of theory and research to nursing practice settings. Students are encouraged to identify and define an evidence-based need, then explored that need, or problem throughout the coursework. The practicum and field experience will be developed in two stages, spread over two terms, each building upon previous work.

Policies

Student Conduct and Responsibilities and Academic Standing please refer to the student handbook.



Frequently Asked Questions

How long is the practicum and field experience?

Students will spend a total of 80 hours between two terms Risk Analysis I and II. 8 hours for Population Health Community.

Do I have to finish all the practicum hours during the practicum course?

Students must complete hours during the practicum course only.

Do I have to track my hours?

Students are required to complete an Affiliation Agreement during the first week of the practicum courses. The agreement must be signed by their preceptor and by the program director. Students will also be required to complete a clinical log that tracks their hours each week and this log must be signed by their preceptor.



Contact Information

Southwest University Nursing Program and Practicum Contacts

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Important Resources

Southwest University Library

Community



References:

- American Association of Colleges of Nursing. (2012). Expectations for Practice Experiences in the RN to Baccalaureate Curriculum. Washington, DC Retrieved from <http://www.aacn.nche.edu/aacn-publications/white-papers/RN-BSN-White-Paper.pdf>.
- Stanhope, M., Lancaster, J. (2016) Public Health Nursing. St. Louis, MI: Elsevier

