Course Dates/Hours
All students for this course are assigned from 0630 to 1530 (8 hour day shifts) Monday through Friday. Please see Student Handbook for policies and procedures regarding clinical schedules.

Prerequisites
Successful completion of NA770

Instructor
Merri L. Moody, DNP, APRN, CRNA
Office: 612-728-5133
Email: mmoody@smumn.edu

Office Hours: By appointment

On-Site Clinical Coordinators are designated for each clinical site. Please reference Typhon for the most current clinical coordinator and site information.

Course Description
Clinical practicum provides the student with the opportunity to apply the principles of anesthesia to direct patient care. Students provide supervised care in a variety of settings and specialty rotations to demonstrate proficiency in advanced anesthetic techniques.

Student Learning Objectives
Upon completion of these courses, students are expected to be able to do the following:
1. Provides a safe patient care environment at all times.
2. Demonstrate vigilance while delivering patient care.
3. Perform a comprehensive history and physical assessment, creates a relevant care plan, and discusses it with the anesthesia care team.
4. Demonstrate dexterity while performing procedures.
5. Safely administer anesthesia to patients of all ages and physical conditions for a variety of surgical and medically-related procedures.
6. Monitors patients efficiently and accurately.
7. Recognize and appropriately respond to changes in the patient’s condition in a timely way.
8. Provide nurse anesthesia care based on sound principles and research evidence for all phases of the anesthetic process.
9. Communicate effectively with all members of the patient care team, the patient, and their family members.
10. Act with regard to cultural differences.
11. Function within appropriate standards, policies, and legal requirements.
12. Accept responsibility with accountability and integrity in all matters.
13. Demonstrate professional behavior appropriate at all times.
Blackboard Access
Blackboard may be accessed here at courses.smumn.edu

Textbooks and Reference Materials
Textbooks required for all courses completed to date are used for this course. Students should utilize the Clinical Rotation Reference and Resource Guidelines that are available on Blackboard for this course. To access the descriptions and materials for each clinical site, use the Typhon system.

Technical Support
For technical support, contact our HelpDesk at the following:
tchelpdesk@smumn.edu
HelpDesk Website
612-728-5100: x7800, local Twin Cities
866-437-2788; Choose HelpDesk menu option

Course Time Standards
This is a clinical practicum course. The minimum number of clock hours is 240 per graduate credit.

Practicum Institutions and Settings
Link to all clinical sites are available on the Program website (www.smumn.edu/anesthesia) and on the Typhon system (http://typhongroup.net/smumn)

Synopsis of Assignments
- Case and experience counts and time logs are entered into the Typhon system weekly
- Postoperative Rounds Summaries— every patient possible is entered onto the form and entered into the students Portfolio (Google Doc’s folder) in a subfolder named “POR.” These are submitted weekly
- Clinical Performance Summary Evaluation every rotation. These are reviewed and acknowledged on TyphonGroup System. Copies are to be placed in the students Portfolio
- Daily Clinical Evaluations – if required by the Clinical Coordinator (check with the site coordinator)
- Reflective Essay
- Clinical Site/Instructor Evaluations – submitted within one week of the completion for each clinical site rotation. These are submitted via Typhon.

Required Course Procedures
At least four to six weeks prior to arriving at the clinical site:
1. Introductory Documents for Clinical Coordinators
A letter of introduction must be professionally prepared and sent to each clinical site. This letter is a reflection of you as a professional. This document must be updated each time you prepare to change clinical sites. The letter includes a brief synopsis of where you are from and of your professional background, a listing of the clinical sites you have already attended, and a description of the clinical goals you wish to achieve during the clinical rotation to that specific site. These goals must be specific to the opportunities available at the site so you will want to research the site before you compose the letter. Guidelines and examples are included. Submission: Letters are sent to clinical site coordinator(s) with copies posted to your Google Portfolio.

2. Contact the Clinical Coordinator at the specific clinical site for any additional information needed.

3. Complete all hospital specific orientation and credentialing requirements, as applicable. (For additional details, please refer to Typhon site information AND the Credentialing Flow Sheet for Students located on your Blackboard course management for this clinical course.)
4. Notify the Program Coordinator if you do not need the provided housing (housing is provided for sites more than 65 miles from campus only)

5. Keep and file documentation for completion of credentialing, any institutional training, and/or orientation completion documentation in the student’s Google Portfolio folder in a subfolder named “Hospital Credentialing.” (Please note that some materials can be used from site to site; for example, evidence of Excellian™ computer training is required by several non-Allina sites.)

**At the clinical site:**
1. Case assignments are made by the site’s Clinical Coordinator, based on the objectives of the rotation and the clinical ability of the student as documented on performance evaluations.
2. Students are expected to visit all patients pre and postoperatively.
3. Submit a completed short form care plan and daily performance appraisal as required by clinical site personnel. (Check with the Clinical Coordinator.)

**Submit to the course instructor:**
1. Clinical Performance Summary Evaluation (SLOs 1-13)
The summary evaluation of the entire rotation is based on the review of the student’s daily performance by the onsite Clinical Coordinator. The Clinical Performance Summary Evaluation form is submitted electronically through the Typhon system. It must also be downloaded from the system and placed in the students portfolio. Students are expected to review and sign their evaluation. Evaluations are reviewed on an individual basis by the Course Instructor and on an as needed basis during the clinical rotation. Conferences are held as necessary. It is expected that the student will participate in a clinical performance evaluation conference with the Clinical Coordinator at the end of each rotation. It is the student’s responsibility to arrange this conference.

**GRADING: Clinical Performance Summary Evaluation**
The total number of points possible is 128 per evaluation. A minimum average score of 102 or 80% on all Clinical Performance Summary Evaluations received during the semester is required in order to receive a grade of “Pass.” The Clinical Performance Evaluation Tool is available online.

*Students who receive a score less than 102 are expected to make an appointment with the course instructor. A plan for remediation must be completed by the student and presented to the course instructor.*

Arguing with the Clinical Coordinator is prohibited. If the student feels the grade they receive is unfair, they must follow the Grade Grievance policy; SMUMN Catalog and Student Handbook. The first step is to contact the course instructor, not the Clinical Coordinator.

2. **Professional Accountability** (SLOs 11, 12, and 13)
   - **Clinical case and experience count records and time logs** entered into the Typhon system. Data is entered for every assigned clinical day. The data must be accurate, complete, and up to date.
   - **Postoperative Rounds Summaries** entered on each patient seen during the postoperative period. Entries must be complete and accurate. Data entry is required to be reported weekly. The POR form must be submitted to the folder named “POR” in the students Google Doc’s Folder.
   - **Clinical site/instructor evaluations** completed for each site attended within seven days of completing the clinical rotation.

**GRADING: Professional Accountability**
All of the above documents must be completed accurately and timely in order to receive a passing grade.
3. **Reflective Essay** (SLOs 1-13) A brief essay is due at the end of each clinical course (NA771, NA772, and NA773). This essay summarizes the clinical and academic performance goals that were achieved during the previous semester and contains a list of the clinical and academic performance goals for the next semester. A personal assessment/self-evaluation must be included. The current MCCR, student performance evaluations provided by clinical coordinators, and feedback from clinical instructors should be considered in the personal assessment.

Guidance for appropriate composition can be found on the Writing Center website. ([http://www2.smumn.edu/deptpages/tcwritingcenter/](http://www2.smumn.edu/deptpages/tcwritingcenter/)).

**Submission:** These papers are to be posted to the Blackboard folder named “Reflective Essays.”

**Grading:** These papers are worth 20 points apiece. At least 16 points must be achieved in order to receive a “Pass” grade in this course. There will be a 10% (2 point) deduction per day for late work. For specific grading criteria, please refer to the “Reflective Essay Assessment Rubric.” The reflective essay is due two weeks prior to the final day of the semester or by August 1, 2018.

**Final Student Performance Assessment for the Course**

Students receive a “Pass” or “No Credit” grade for clinical practicum. To receive a passing grade, in addition to the grading criteria set forth in this syllabus, students must demonstrate compliance with all program policies related to clinical practicum. These policies and procedures can be found in the *Saint Mary’s University of Minnesota Graduate Program in Nurse Anesthesia Student Handbook and Administrative Manual*.

**STUDENT BEHAVIOR AND DISMISSAL**

This practicum is considered a course and student are expected to act accordingly. Adherence to hospital policy and procedure, University policy, and program policy and procedure are expected. Please use the resources provided by your Clinical Coordinator or CRNA Manager, *Saint Mary’s University Catalog*, and *GNA Student Handbook*. Failure to adhere to these standards, policies, and procedures impacts patient safety and professional relationships and cannot be tolerated. If you need assistance or guidance, please contact the Clinical Director.

**Additional Documents:**

Case Study Guidelines and Graduate Nurse Anesthesia Case Study Assessment Rubric are posted to Blackboard.