Informatics, Quality & Safety Capstone Extension
Independent study to complete required clinical hours for Informatics, Quality & Safety Practicum
NURS 5199
Fall 2022

Scheduled Class Days and Times: Online

Instructor's Name: Cheryl D. Parker, PhD, RN-BC,CNE
Office: Virtual
Phone: (903) 566-7320
Email: cparker@uttyler.edu
Office Hours: Office Hours: *Virtual Office Hours Friday 2-5PM CST and by appointment. Please email faculty for the Zoom link.*

Course Description: This course is focused on demonstrating critical thinking, self-direction, and competency in the skills needed by healthcare informatics professions entering the profession. Using students' learning from the prerequisite courses, a series of real-world work products will be created based on unfolding case studies using simulated data sets. Students will work in one or more consulting team(s) however; a portfolio of their individual work will be created as exemplars for the future.

Prerequisites: NURS 5381, NURS 5383, NURS 5385, NURS 5387.

Student Learning Outcomes:

Upon successful completion of this course, the student will be able to:

1. Demonstrate critical thinking and self-direction required as an informatics professional.
2. Demonstrate advanced data analysis skills.
3. Working in a consultant model, complete competency skill projects when provided with case scenarios.
4. Write a business report of each project including an executive summary.
5. Present a summary of their project in webinar format.
6. Provide constructive feedback to their peers.

Required Textbooks/Materials

All students will need **In Place clinical placement** subscription and **EHR Go subscriptions**. If you already have these subscriptions which cover your time in this class, you are good to go. If not, you need to purchase one through the UT Tyler Bookstore or directly from the vendor.

InPlace Subscription

InPlace clinical placement/record of hours. Subscription available from UT Tyler Bookstore or from vendor at https://uttyler-us.inplacesoftware.com/signon/account/login?returnUrl=%2Fsignon%2F

EHR Go subscriptions

EHR Go – academic electronic health record subscription. Subscription is available from UT Tyler Bookstore or from the vendor at https://web21.ehrgo.com/register you will receive the Program Key at Course Orientation in Week 1.

Recommended Textbooks/Materials

Depending on selected experiential learning by each student. Do not order any books in this section until an individual competency plan has been developed:

For advanced Excel data analysis:

McFedries, P. (2018) Excel Data Analysis For Dummies.

>   ISBN 10 – 1119518164

ISBN 13 – 978-1119518167

Graded Course Requirements Information:

The following is an overview of the major graded assignments. Detailed information will be provided in class.

This Capstone class is the culmination of your nursing informatics studies. Students will be demonstrating their competencies in a variety of stimulation activities using an academic EHR to collect, analyze, and present their findings. Students will also choose between a community service informatics project or completing their evidence-based practice project from the MSN core class work. All of these activities will be recorded as clinical hours. Students must obtain the required 112.5 hours to successfully pass this course. Planning for individual clinical informatics experiences will take place in Week 1 of the course.

Assignments and Weights/Percentage/Point Values

Criteria for Evaluation:	Percentage of Grade
Participation	5%
Required Webinars	10%
Required Clinical Informatics, Quality & Safety Activities (EHR Go)	25%
Required Writing Skills for the Informatics Nurse Specialist	25%
Time/Activity Log with Status Reports (In Place)	10%
Achievement of 112.5+ clinical hours	15%
Final Learning Reflection	10%
Total	**100%**

Grading Scale:

Specific guidelines and grading criteria for all assignments are in the Modules. Final grades for the course will be determined based upon the following point assignments:

A - 90-100
B - 80-89
C - 70-79
D - 60-69
F - Below 60

Course Topics, Readings, and Due Dates:

Module	Dates	Subject
1	Aug 29-Sept 4, 2022	Introduction, Objectives and Course Overview – Competency Plan Developed
2	All Required Module activities are due by Dec 4, 2023	Quality (Required)
3	All Required Module activities are due by Dec 4, 2023	Safety (Required)
4	All Required Module activities are due by Dec 4, 2023	Nursing Informatics - Data Analysis Case Studies (Required)
6	All Required Module activities are due by Dec 4, 2023	Personalized Clinical Experience

Course Schedule

- Census Date: Sept 9, 2022
- Mid-Term Exam: none
- Last Date to Withdraw: November 7, 2022
- Final Exam Date: none
- Final Filing Date for Spring Graduation: October 1, 2022
- **Late Policy**: 5% will be deducted each day an assignment is past due unless prior arrangements have been made with your course faculty. Extenuating circumstances may apply.
- **Repeating a Course:** Students repeating this course may not use previously submitted assignments nor utilize the same patients for an assignment. Submitting the same or slightly modified assignments from previous semesters is considered self-plagiarism and is subject to academic discipline, including failing the assignment or the course.
- **Attendance and Make-up Policy:** Attendance/participation is expected. Make-up for exams, quizzes, assignments, and missed clinical time is at the instructor's discretion.

Academic Integrity

Students are expected to assume full responsibility for the content and integrity of all academic work submitted. Refer to the ***Graduate Nursing Student Guide*** for policies regarding conduct and discipline.

Assignments Turn-In Process

All assignments will be submitted through the "Assignments" tab or can also be submitted in the Modules tab in Canvas unless otherwise indicated. Please use the following process to prepare and submit assignments:

- Prepare your assignment using Microsoft Word unless otherwise directed.
- Access the "Assignments" tab (or in the Modules tab) and click on the Assignment link.
- If you need more instructions on "how-to" submit files through the assignment link, please read the Canvas Help for Students located in the Tools area.

Assignments are a major part of the course work and should receive appropriate attention. All assignments must meet the standards for graduate-level work (spelling, punctuation, syntax, grammar, content, and most of all scholarliness). It is expected that all assignments will be completed promptly, unless arrangements have been made by you and your faculty. Five (5) points will be deducted for each day an assignment is late.

Written Assignments

Unicheck is a feature provided by Canvas that is designed to detect plagiarism or non-original student work. This feature is set up so that when you submit papers, they are automatically sent through Unicheck. The program checks your work against a comprehensive database of source material including previous students' work and other papers and materials found on the web. An originality report will be generated that indicates the percentage of non-original material (text that matches existing sources) found in your paper. The purpose of using Unicheck in your course is to ensure you are writing original papers and to encourage you and all students to properly attribute all sources used.

All submitted written material (papers, assignments, examinations, etc.) are the property of the School of Nursing and will be maintained in an archived file at UT Tyler.

Participation Expectations and Discussions Assignments

- Each student participant is responsible for participating in the asynchronous discussions for each Discussions post. This participation will include posting answers to questions posed by the instructor and replying to other participants' postings.
- Discussion postings should be made in a timely manner. Deadlines are listed in the Course Schedule. Please note that all discussion postings must be completed by 11:59 pm Central Standard Time on the due date.
- Participants should plan on entering the Discussion area at least three times a week to read and comment on others' postings. Posting answers to the questions posed in the Discussion area should be done in advance of the deadline to allow other participants to have the opportunity to comment. The requirements for postings and responses to your peers are listed in each discussion assignment and may vary based on the discussion.

You may check your grades at any time on the Canvas website. Feedback on assignments will be provided via the grade book.

School of Nursing Policies and Additional Information:

https://www.uttyler.edu/nursing/college/student_guide_and_policies.php

Student Resources to assist you in this course:

[UT Tyler Student Accessibility and Resource (SAR) Office](#) (provides needed accommodations to students with document needs related to access and learning)

[UT Tyler Writing Center](#)

[The Mathematics Learning Center](#)

[UT Tyler PASS Tutoring Center](#)

[UT Tyler Supplemental Instruction](#)

[Robert Muntz Library (Links to an external site.)](#) and [Library Liaison](#)

[Canvas 101](#) (learn to use Canvas, proctoring, Unicheck, and other software)

Digital Support Toolkit (for supported courses only. Students are automatically enrolled in the toolkit for supported courses)

LIB 422 -- Computer Lab where students can take a proctored exam

[The Career Success Center](#)

[UT Tyler Testing Center](#)

[Office of Research & Scholarship Design and Data Analysis Lab](#)

Resources available to UT Tyler Students

[UT Tyler Counseling Center](#) (available to all students)

[TAO Online Support Center](#) (online self-help modules related to mental & emotional health)

[Military and Veterans Success Center](#) (support for all of our military-affiliated students)

[UT Tyler Patriot Food Pantry](#)

[UT Tyler Financial Aid and Scholarships](#)

[UT Tyler Registrar's Office](#)

[Office of International Programs](#)

[Title IX Reporting](#)

[Patriots Engage](#) (available to all students. Get engaged at UT Tyler.)

University Policies and Information

Withdrawing from Class: Students, you are allowed to [withdraw](#) (drop) from this course through the University's Withdrawal Portal. Texas law prohibits students who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at other 2-year or 4-year Texas public colleges and universities. Make sure to consider the impact withdrawing from this class has on your academic progress as well as the financial implications. We encourage you to consult your advisor(s) and financial aid for additional guidance. CAUTION #1: Withdrawing before census day does not mean you get a full refund. Please see the [Tuition and Fee Refund Schedule](#). CAUTION #2:

All international students must check with the [Office of International Programs](#) before withdrawing. All international students are required to enroll full-time for fall and spring terms.

Final Exam Policy: Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members are required to maintain student final examination papers for a minimum of three months following the examination date.

Incomplete Grade Policy: If a student, because of extenuating circumstances, is unable to complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in lieu of a grade only when all of the following conditions are met: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all course work or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor, and (c) the student presents these reasons prior to the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average for a student.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to complete all of the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has not been assigned within one year, then the Incomplete will be changed to an F or NC if the course was originally taken under the CR/NC grading basis.

Grade Appeal Policy: UT Tyler's Grade Appeal policy requires the completion of a Grade Appeal form for this action to take place. The grade appeal begins with the instructor of your course. If you do not agree with the decision of the instructor, you may then move your appeal to the department chair/school director for that course. If you are still dissatisfied with the decision of the chair/director, you may move the appeal to the dean of the college offering that course, who has the final decision. Grade appeals must be initiated within sixty (60) days from the date of receiving the final course grade. The grade Appeal form is found on the [Registrar's Form Library.](#)

Disability/Accessibility Services: The University of Texas at Tyler has a continuing commitment to providing reasonable accommodations for students with documented disabilities. Students with disabilities who may need accommodation(s) in order to fully participate in this class are urged to contact the Student Accessibility and Resources Office (SAR) as soon as possible to explore what arrangements need to be made to ensure access. If you have a disability, you are encouraged to visit the SAR Portal (https://hood.accessiblelearning.com/UTTyler/) and complete the New Student Application. For more information, please visit the [SAR webpage](#) or call 903.566.7079.

Military Affiliated Students: UT Tyler honors the service and sacrifices of our military-affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay in contact with me if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make me aware of any

complications as far in advance as possible. I am willing to work with you and, if needed, put you in contact with university staff who are trained to assist you. Campus resources for military-affiliated students are in the [Military and Veterans Success Center (MVSC)](). The MVSC can be reached at MVSC@uttyler.edu or via phone at 903.565.5972.

Academic Honesty and Academic Misconduct: The UT Tyler community comes together to pledge that "Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do." Therefore, we enforce the [Student Conduct and Discipline policy]() in the Student Manual Of Operating Procedures (Section 8).

FERPA: UT Tyler follows the Family Educational Rights and Privacy Act (FERPA) as noted in [University Policy 5.2.3](). The course instructor will follow all requirements in protecting your confidential information.

COVID Guidance: The UT Tyler community of Patriots respects the rights of others to wear a mask if they desire to do so. COVID guidelines may change as the situation warrants, and students should follow the instructions warranted by the situation.

Absence for Official University Events or Activities: This course follows the practices related to approved absences as noted by the Student Manual of Operating Procedures ([Sec. 1 -501]()).

Absence for Religious Holidays: Students who anticipate being absent from class due to a religious holiday are requested to inform the instructor by the second class meeting of the semester.

Campus Carry: We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at [http://www.uttyler.edu/about/campus-carry/index.php.]()