Critical Care Nursing Program
Confederation College

Academic Year 2016/2017

Critical Care Nursing Program Manual
Semesters 1 – 2
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Critical Care Nursing Program

Philosophy Statement

The Critical Care Nursing Program engages and empowers registered nurses who wish to specialize in Critical Care through education and networking. The role of the critical care nurse is to provide high quality patient and family centred care during life-threatening traumatic, and emergent situations across the lifespan using collaboration, specialized knowledge and technology.

Education is lifelong and ongoing, thus curriculum needs to reflect the current and future trends in nursing and critical care. Through education, students will acquire the necessary knowledge and skills to practice in the critical care field. Furthermore, learning is a shared experience between the student and professor which is enhanced by personal experiences and student motivation.

Program Goals

1. Utilize a systematic, evidence-based and holistic approach to assess body systems and diagnostic findings that will aid in recognizing the clinical presentation of various pathological conditions.

2. Utilize relational therapeutic communication to promote the health and well-being of clients.

3. Develop, reassess and revise nursing assessments, care plans and treatments related to actual or potential client needs.

4. Assist in the maintenance of optimal airway patency and circulation integrity by applying various therapeutic measures and operating specialised medical equipment safely and appropriately.

5. Collaborate with the client, family and other members of the health care team in planning care for admission through to rehabilitation and/or palliation.

6. Develop and implement strategies to promote and support a healthy and safe work environment in critical care settings.

7. Provide nursing care in compliance with the governing nursing-related legislation, regulations and professional standards, in addition to organizational policies, practices and procedures.
Once successful in the program, the student will be able to:

- Use nursing science, knowledge and skills to promote healing and when appropriate palliative quality of life in the critical care patient population.
- Develop therapeutic relationship skills with clients, families, colleagues and members of the interdisciplinary team that would be found in the critical care practice setting.
- Use critical thinking, relational and critical inquiry, and problem solving related to care in the critical care practice setting.
- Engage in reflective practice and self-directed learning to support professional growth and development
Role of the Professor and Student

Critical Care Nursing Program Professors

1. To keep current in academic and professional knowledge.
2. Is on time to class with prepared activities, demonstrations and exercises.
3. To be flexible and willing to assist in student’s in all learning styles.
4. To perform evaluations according to established criteria and within a reasonable time frame.
5. To provide constructive feedback on students evaluations and assignments.
6. To encourage active learning and student participation.
7. Creates an atmosphere of collegiality and creativity for all students.
8. Is open and non-judgmental with the student.
9. Encourages students to reflect upon life experiences in relation to the subject matter, raising issues and questions that require students to think critically.
10. Provides remedial education and academic guidance for all students.
11. Adheres to course outlines and college policies.

Critical Care Nursing Students

1. Take an active role in the learning process.
2. Uses a variety of methods of inquiry in order to gain information and raise questions.
3. Actively reflects upon the manner/quality/patterns of change in own intellectual growth.
4. To be prepared for class, including reading assigned textbooks and completing assigned homework.
5. To be trustworthy and honest when completing tests and assignments.
6. To attend class regularly and on time.
7. To seek assistance if unable to follow course outlines or subject matter for any reason.
8. To adhere to college policies.
9. Model skills, attitudes and expectations at all times including effective communication.
Curriculum

The Critical Care Nursing Program website page is updated as required, and should be reviewed by students on an on-going basis.

Semester One (15 weeks)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NC 230</td>
<td>Contemporary Indigenous Society</td>
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<tr>
<td>CN 100</td>
<td>Cardiac Care I</td>
<td>3</td>
</tr>
<tr>
<td>CN 110</td>
<td>Foundations of Critical Care Nursing</td>
<td>3</td>
</tr>
<tr>
<td>CN 130</td>
<td>Respiratory Care</td>
<td>3</td>
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<tr>
<td>CN 140</td>
<td>Critical Care Nursing Simulation Lab I</td>
<td>3</td>
</tr>
<tr>
<td>CN 160</td>
<td>Critical Care and Trauma Management</td>
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Semester Two (15 weeks)

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<tr>
<td>CN 200</td>
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<td>CN 210</td>
<td>GI, Endocrine, and Renal Care</td>
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<tr>
<td>CN 220</td>
<td>Canadian Nursing Preparation</td>
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<tr>
<td>CN 230</td>
<td>Cardiac Care II</td>
<td>3</td>
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<tr>
<td>CN 240</td>
<td>Critical Care Nursing Simulation Lab II</td>
<td>3</td>
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<tr>
<td>TOTAL</td>
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Students must ensure they have met all program requirements, including support courses, prior to graduation.

Students with prior course work at Confederation College or another post-secondary institution are invited to meet with a staff member in Registration Services for information regarding course advanced standing, or course transfers/equivalencies.
Important Information from the College of Nurses of Ontario

The College of Nurses of Ontario is responsible for regulating nursing practice in Ontario and ensuring the public’s safety and interests. The College of Nurses of Ontario determines the entry to practice requirements for all nurses – RN(EC), RNs, and RPNs – in order that they may become “Registered” in the province of Ontario.

Included in the College of Nurses of Ontario’s entry to practice requirements, are provisions specifically intended to enhance public safety and trust. These provisions require that applicants seeking “registration” as an RN(EC), RN, or RPN in the province of Ontario must:

- NOT have been found guilty of a criminal offence or an offence under the Narcotic Control Act (Canada) or the Food and Drugs Act (Canada).
- NOT have been the subject of a finding of professional misconduct, incompetence or incapacity, whether in Ontario or in another jurisdiction and whether in relation to the nursing profession or another health profession.
- NOT suffer from a physical or mental condition or disorder that makes it desirable in the public interest that he or she not practise nursing.

*Students must inform the Chair, School of Health, Negahneewin, and Community Services, if they meet one or more of the above conditions.*
Applying for Registration as a Nurse

International nurses who would like to register as a nurse in Ontario or elsewhere, are required to contact the College of Nurses of Ontario, or other regulating body, to apply to write the RN or RPN exam, and be assessed for educational fittingness.

Applications for registration requires the international nurse to complete an application form, pay the applicable application fees, and verify course completion from a recognized nursing school through the use of official transcripts. It is the student’s responsibility to retain copies of all course outlines, especially for the purpose of meeting the requirements that these regulating bodies will ask of you as the applicant. Many regulating bodies will require all copies of these outlines, course syllabus, a copy of an official transcript, an application to be completed and also recognition of English proficiency. Please take these requirements into consideration when considering applying for registration and have all your documentation ready. The School of Health, Negahneewin, and Community services is not responsible for providing printed copies of course outlines or retain course syllabus. It is the expectation of students within programs to retain their own documents for future use. The School of Health, Negahneewin, and Community also cannot make recognitions nor is responsible for providing evidence of English proficiency.

Once the Regulating body (ie. CNO) receives the information, they will review it and a letter will be sent to the applicant within 20 weeks which will outline the decision and further requirements of the applicant. More information can be found on the College of Nurses of Ontario website: http://www.cno.org/en/become-a-nurse/new-applicants1/outside-canada/

Please note that the process of applying for registration can take several weeks, both on the part of Confederation College completing requests on behalf of the international students as well as the length of time necessary of the regulating body reviewing the information submitted. It is the expectation of the student to make a request for transcripts and completion of necessary paperwork, well in advance of dates this paperwork is required.
Student Success – Critical Care Nursing Program

A student is eligible for continuation within the Critical Care Nursing Program when he/she has successfully met the objectives of a specified portion of the program – this includes theory, laboratory theory, laboratory practice and clinical course work.

- In order to progress to the next semester of the Critical Care Nursing Program, students must achieve a passing grade of 60% in the courses taken in the previous semester. As well, students are directed to review Confederation College’s grading system policies, which also apply to continuation in the Critical Care Nursing Program.

- Students who are at risk for not meeting the learning outcomes for a particular theory course may be given a Student Success Plan. Students are invited to meet with their Professor if they are having difficulty with a particular theory course.

- A student will be requested to withdraw from the Critical Care Nursing Program if they have not met the program requirements for a particular semester.

- Policies for the program are reviewed annually by the Chair, School of Health, Negahneewin, and Community Services, and Professors.

- A student is eligible for graduation when he/she has successfully completed all the courses required of the program.

- If you are a student with a disability who may require academic accommodation, it is your responsibility to register with the Student Success Centre and discuss your needs with your faculty early in the semester. It is strongly recommended that students contact the Student Success Centre as early as possible in order to ensure that accommodations can be put in place in a timely manner.

- Students must ensure they have met all program requirements prior to graduation.

- Please refer to the “Plagiarism and Cheating Policy” and Charter of Students’ Rights and Responsibilities found in the Confederation College Student Handbook.
Student Success Plan Policy

The following policy details how the Professor will manage ongoing behaviours that impede success in either the laboratory practice and/or clinical practice settings.

| Verbal Discussion | The Professor will meet with the student to verbalize their concerns with the student’s performance, and offer strategies for success. A poor performance in the clinical setting is correlated with one or more learning outcomes (see each individual field and clinical course outline). The Professor initiates anecdotal notations. |
| Student Success Plan | If the same learning challenge persists or the student demonstrates additional non-adherence to a program policy, the Professor will initiate a Student Success Plan accompanied by a reasonable review date. The Professor will also initiate a referral for additional laboratory practice if appropriate. The student will engage in the collaborative Student Success Plan process with their Professor. |

Learning Challenges

Students with an identified Individual Educational Plan (IEP) are highly encouraged to meet with their theory and laboratory Professor at the beginning of each course to discuss strategies for success. Students who have an IEP should also meet with their Learning Strategist on a regular basis to discuss success, challenges and opportunities.

Absenteeism on Quiz/Test/Exam Days (Theory/Laboratory)

**NB:** The following policy refers to all courses in the Critical Care Nursing Program.

1. On a quiz/test/exam day, you must be in class promptly at the scheduled class time.

2. Students arriving late for a quiz/test/exam will not be allowed to enter the classroom once the quiz/test/exam has begun, and will be allocated a grade of zero.

3. A student may be granted permission to write a quiz/test/exam at a later date (at the discretion of the course Professor), however, will only be eligible to receive a maximum grade of 60%.
4. Students who are ill on a quiz/test/exam day will be required to submit, to their course Professor, a “Medical Certificate” prior to the consideration of a rewrite (at full marks).

5. On a quiz/test/exam day, students are responsible for notifying their course Professor via telephone or email of their medical absence prior to the beginning of a quiz/test/exam.

6. Students will not be granted permission to write quizzes/tests/exams at alternative times/dates in order to accommodate travel plans, work schedules or other commitments.

7. In order to maintain the integrity of evaluation and an objective assessment of student learning, students who write an exam at a later date due to a medical absence, will be required to generally wait one to two weeks to write their quiz/test/exam or until the course Professor is able to create an alternate quiz/test/exam.

**Communication**

Students are highly encouraged to check their Confederation College email on a daily basis. Professors will communicate via email and telephone numbers only – texting between students and Professors will be considered unprofessional/unacceptable.
APA Referencing Techniques

1. All assignments (e.g. essays) will be submitted using accurate APA Referencing techniques.

2. All assignments (e.g. essays) will be submitted using the proper format (title page and reference sheet) and templates (as required).

3. Students having difficulty with APA Referencing techniques are to meet with a staff member in the Student Success Centre for tutoring and/or editing assistance.

4. Students are required to use the Cites and Sources textbook for clarification on APA Referencing Techniques.

5. Students are encouraged to review Confederation College’s Student Handbook for the Plagiarism Policy.

6. Please see the Student Success Centre for APA tutoring and mentoring.

Withdrawal from the Critical Care Nursing Program

Students who wish to withdraw from the Critical Care Nursing Program should make an appointment with the Chair, School of Health, Negahneewin, and Community Services, meet with an Academic Advisor in the Student Success Centre, a staff member in International Education Centre, and with a staff member in Registration Services. Students wishing to seek re-entry into the Critical Care Nursing Program should contact the International Education Centre for more information.
Field Work and Clinical Practice Requirements

Confidentiality Policy – Critical Care Nursing Program

The Confederation College Critical Care Nursing Program recognizes the individual’s right for privacy with respect to information gained by Professors, staff and students during clinical practice experiences.

Confidentiality extends to everything that is learned during a clinical practice experience. This includes, the identity of all contacts, any identified problems, its cause and its treatment, everything that the patient/resident/client, family or friends disclose, the economic state, living conditions, any domestic difficulties, etc.

Information about a patient/resident/client in placement contact may be shared only when it is essential for the continuity of care and during conferences and/or discussions with a Professor relating to meeting educational objectives. Such information is not to be shared outside of these educational confines.

The Personal Health Information Act (PHIPA) 2004 allows students to access personal health information as agents of an institution. Students must comply with the rules set by the organizations in which they practice. Students must support the confidentiality of health information at all times. During the Critical Care observation clinical experience at Thunder Bay Regional Health Sciences Centre, observers are not permitted to:

- Engage in patient care of any kind
- Participate in health information gathering
- Participate in treatment of any manner
- Access patient charts or information
- Be given computer access.

If a student accesses any information or records or breaches confidentiality pertaining the clinical experience, they will be immediately suspended from the Critical Care Nursing Program.

Any misuse of information shall be considered a breach of confidentiality and disciplinary action will be taken as deemed appropriate by their immediate faculty member. If issues are unresolved, the Chair, School of Health, Negahneewin, and Community Services, and Associate Dean of Health, Negahneewin, and Community Services may then become involved. The magnitude of this responsibility is emphasized by the fact that some institutions require that Professors, students and other allied health care professionals sign a pledge of confidentiality.
Use of Technology During Field or Clinical Practice Experiences Policy

Students are not permitted to carry mobile devices that generate text messages, record voices or take photographs (e.g. an iPhone, blackberry, cellphone or other such devices) while in the field or clinical practice setting. Students are not permitted to use mobile devices during coffee or meal breaks.

Students found with such devices on their person will be asked to leave the field or clinical practice setting, and report to their Instructor. If issues are unresolved, the Chair, School of Health, Negahneewin, and Community Services, and Associate Dean of Health and Community Services may then become involved. Students who require an electronic device for learning purposes (that does not generate text messages, record voices or take photographs) will have an identified Individual Educational Plan filed with the Student Success Centre.

Field Work and Clinical Practice Requirements Policy

Prior to each academic year, semester or field work/clinical practice rotation, all Critical Care Nursing students must adhere to all Confederation College and agency specific clinical practice requirements. Failure to comply with the “Field Work and Clinical Practice Requirements Policy” will result in the student being unable to attend field work or clinical practice, thus jeopardizing their ability to complete the Critical Care Nursing Program.
Health Requirements (Immunization)

Prior to entering a field work or clinical practice experience, students must ensure a current and thorough immunization record. All immunization and TB Skin testing information must be accurately noted on the Student Health Record. Accurate information includes the dates of each immunization. All mandatory immunizations must be current at all times. Students require the following immunizations and related documentation for:

- Tetanus/Diphtheria/Polio/Pertussis within the last 10 years
- MMR (Measles/Mumps/Rubella)
- Hepatitis B
- Influenza (Flu) Vaccine
- Chicken Pox (Varicella)
- Two step TB Skin Test

Important Update of Immunization Requirements!

**Our clinical partners are requesting that every student obtain a blood serology for MMR (measles, mumps, rubella), as a clinical requirement. All students will require this blood serology before they are allowed to observe at our partner agencies. You will be required to submit lab documentation proving immunity to Measles, Mumps, Rubella, Varicella, and Hepatitis B. Important Immunization Requirements!

If you are a returning student to Confederation College (since 2014) and have already completed blood serology you will not be required to complete another blood serology, HOWEVER you will be required to show proof of immunity and proof of any boosters you had obtained. You must complete any series of boosters that is required.

Students returning to the Critical Care Nursing Program must meet with the Health Services Department at Confederation College to determine if they require either a one step or two step TB Skin test and to update any required immunizations.

A student with a positive result must have a chest x-ray. You will be able to get your TB Skin Test from the College Health Centre or any neighborhood walk-in-clinic or public health lab. We require written proof of the test, so please insist on documentation prior to leaving the clinic.

Health Requirements (Immunization) applies to all students entering the second semester of the Critical Care Nursing Program.
If a student cannot be immunized for any reason, the student will be unable to participate in field work or clinical practice experiences, jeopardizing their ability to complete the Critical Care Nursing Program. Clinical institutions have the right to prohibit admission/clinical placement to students who have not received immunization. Clinical institutions have the right to prohibit admission/clinical placement to students who have not received an influenza vaccination. This will impact on the student’s clinical experience.

**Communicable Diseases and Medical Conditions Policy**

Students, who have been diagnosed with a communicable disease, are responsible for reporting this to the Program Coordinator or his/her Professor. Communicable diseases will affect the student’s eligibility to attend field work or clinical practice. The field or clinical practice setting solely governs whether or not a student is eligible to attend field of clinical practice with a known/diagnosed/suspected communicable disease. A “Medical Certificate” from a Physician, Nurse Practitioner or Confederation College’s Health Nurse will be required before returning to the field or clinical practice setting. It is important that students confidentially disclose any communicable diseases to the Professor or the Chair, School of Health, Negahneewin, and Community Services in order to effectively plan learning opportunities and to maintain the wellbeing of patients/residents/clients in the field or clinical practice setting.

Students are responsible for notifying their Professor or Chair, School of Health, Negahneewin, and Community Services if they have a medical condition (e.g. vision/hearing challenges, acute/chronic back injuries, etc) that may place their wellbeing at risk or the wellbeing of the student’s patients/residents/clients. Students are invited to discuss, in strict confidence, any medical conditions with the Program Coordinator or their Professor well before the beginning of a field or clinical practice experience. It is important that students confidentially disclose any medical conditions that may affect performance, however time limited, to their Professor or Chair, School of Health, Negahneewin, and Community Services, in order to effectively plan learning opportunities and to maintain the wellbeing of patients/residents/clients in the field or clinical practice setting.
**Personal Appearance Requirement Policy**

**Introduction**

The “**Personal Appearance Requirement – Field Work/Clinical Practice**” is strictly adhered to at all times in the clinical practice environment. Failure to comply with the “**Personal Appearance Requirement – Clinical Practice**” will result in the student being asked to excuse themselves from the clinical practice environment. The “**Personal Appearance Requirement – Field Work/Clinical Practice**” is the requirement of the field work or clinical practice setting. Students must be aware of each placement organization’s uniform policies and be in keeping with these policies as well.

The “**Personal Appearance Requirement – Field Work/Clinical Practice**” is designed to foster a professional image at all times; to provide for the physical safety of the student and patient/resident/client; prevents the spread of infection; and promotes ease of work. Furthermore, working in close proximity with patients/residents/clients requires a very high standard of hygienic practices. The need for such aesthetic practices is also complemented by the required implementation of medical asepsis in all personal grooming and attire, as a means of minimizing the transmission of infection.

The appearance of the student contributes to the impression formed by patients/residents/clients, other health care professionals, and the public. The student is expected to respect the direction of their, Professors and Nursing Program Manager on such issues at all times.

**Dress Code – Simulation Laboratories and Clinical Experience**

Students are permitted to wear a white lab coat or a nursing uniform (“scrub”).

**Jewellery – All Field and Clinical Practice Settings**

A watch with a means of counting pulses/seconds is a requirement for Semesters 1 – 2. It should be of modest size and color. It may be a lapel watch or a wristwatch. Medical alert bracelets may be worn.

To ensure a professional appearance and for the safety of the patient/resident/client and the student, decorative jewellery, including necklaces, will not be worn. Students in violation of this policy will be asked to excuse themselves from the clinical practice environment.
Students are permitted to wear a finger ring (a plain band may be acceptable to accommodate an individual’s strong beliefs or values). Students are permitted, at their own risk, to wear a necklace with a modest sized pendant/medallion (1 inch x 1 inch in size) under their uniform to accommodate a strong religious belief or value.

Students are permitted to wear one earring per ear. Earrings will be small and smooth surfaced. Plain gold, silver, white or pearl studs are acceptable. Hoops or earrings that dangle are strictly prohibited. Facial piercings are not permitted; all visible body piercings must be removed, and tongue rings must be replaced with a clear spacer.

**Personal Care – All Field and Clinical Practice Settings**

*Oral Care* – Strict attention should be given to oral hygiene before and during field/clinical practice experiences. Thought should be given to the avoidance of tobacco and odor producing foods such as garlic before, during and prior to field/clinical practice experiences.

*Hair* – Hair must be contained, clean, neat, conservative and up off the collar.

*Beards and Moustaches* – Facial hair is to be clean and neatly groomed. Students must be aware that excess facial hair will pose difficulty when required to wear a specialized mask.

*Grooming Products* – Excessive and/or odourous perspiration may require considerable effort to manage. Unscented antiperspirants may prove helpful. More frequent washing, the use of deodorizing foot powders, and attention to footwear will assist in foot odour control.

*Other* – The application of make-up will be conservative, subdued, limited and appropriate for daytime wear. The use of perfume, fragrances and after-shave products is prohibited in all field and clinical practice settings. Nails must be clean, short, and filed smooth; coloured nail polish is not allowed; and acrylic/gel nails are strictly prohibited in the field or clinical practice settings.
Injuries Acquired During Field or Clinical Practice Experiences

Students injured while on a scheduled placement experience must notify the Professor immediately and complete the required documentation from the field or clinical practice setting, Confederation College and associated Workplace Safety and Insurance Board Guidelines. Students who are injured while on a scheduled placement experience must also meet with the Nursing Program Manager or Confederation’s College Health Nurse once their initial injury has been assessed by a physician.

Smoking During Field Placement or Clinical Practice Experiences Policy

Students are not permitted to smoke on the properties of our field or clinical agencies. Students are not permitted to smoke in their cars parked in the parking lots of our field or clinical agencies. If students leave the property of the field or clinical practice agency, they must change out of their uniform and shoes.
International Education Centre

The International Education Centre (IEC) offers a full range of academic and personal supports to international students. The IEC:

- Acts as a liaison and refers international students to relevant departments and services
- Advocates for international students
- Arranges mandatory health insurance coverage for international students and Canadian students studying abroad
- Delivers scholarships to international students
- Develops Confederation College’s recruitment beyond Canadian borders
- Matches international students with language buddies
- Offers academic advising to international students
- Organizes cultural and recreational activities throughout the year
- Promotes a connectedness through an active Facebook Page, with international specific information
- Promotes Confederation College at a global level
- Promotes diversity within the College
- Provides English language training in our ESL (English as a Second Language) and EAP (English for Academic Purposes) programs
- Provides international students with an in-depth orientation to Confederation College and Thunder Bay
- Raises the reputation of the College while working with national and international educational partners and service providers
- Reserves on-campus and home-stay accommodation for international students;
- Serves as a first point of contact for international students for emergencies, issues or concerns

The IEC also promotes and facilitates international study and work experience opportunities for Canadian students. The IEC may also be able to assist with scholarships for selected study or work-abroad programs. For more information on international opportunities for Canadian students please visit: www.confederationc.on.ca/international/study-abroad.