

SAN JOSÉ STATE UNIVERSITY
School of Nursing

NURSING ADMINISTRATION THEORIES AND CONCEPTS & PRACTICUM II

NURS 236B - 4 Units

COURSE DESCRIPTION

Opportunity for advanced experience in the nurse administrator role. Applying conceptual models and theories for operations and personnel management, the student assumes the administrator role in a practicum with minimal supervision within a diverse health care setting.

PREREQUISITES

NURS 236A

PREREQUISITES OR CONCURRENT COURSE

NURS 200, NURS 202, NURS 204

COURSE OBJECTIVES

Upon completion of this course the learner will:

1. apply management concepts and theories to a health systems management project for a population at risk;
2. select effective administrative communication and leadership styles;
3. demonstrate appropriate systems outcome measures based on current theories and models of resource management;
4. implement and evaluate an original management project including relevant administrative strategies, interaction patterns, and ethical issues for an ethnically diverse population at risk;
5. utilize the American Nurses Association Scope and Standards for Nurse Administrators across all settings;
6. apply appropriate ethical theory in resolving issues related to health care delivery, and,
7. utilize appropriate information and data base systems and strategies to manage care within a rapidly changing health care environment.

COURSE REQUIREMENTS

- 1. Approximately 8 hours/week or 108 hours (12 of these hours will be Elluminate seminars) for semester which include:**
 - 1.1 Ongoing administrator role responsibilities,
 - 1.2 Weekly journal and log,
 - 1.3 Developing, implementing and evaluating a self-directed management project,
 - 1.4 Scheduled meetings with preceptor,
 - 1.5 236B weekly seminar participation which may be in Elluminate Meeting Room.

- 2. Midterm and final evaluation conference (10 points).**

Self-evaluation based on the ANA Standards for Nurse Administrators; Nurse Practice Act; and course objectives. Prepare a portfolio based on provided guidelines for midterm and final evaluations.

- 3. Development of appropriate Clinical Learning Objectives (8 points).**

- 4. Class participation (100 points).** Participation is an essential activity in understanding the concepts related to administration theory and practice. Class participation relies heavily on actively engaging in online Discussions and assisting in creating a learning environment for yourself and your peers. Therefore, self-motivation, discipline and accountability are required to maximize the outcomes of this course. You will be expected to complete assignments and to post timely on the designated Discussion Board. This also includes online clinical seminars in Elluminate.
 - 4.1 Elluminate 60 pts (5 pts X 12 sessions);**
 - 4.2 Discussion Boards (40 points Graded Discussion Boards).**

- 5. Weekly logs, includes Reflection and Activity log (48 points; 4pts X 12 weeks).**

- 6. Written paper (100 points) based on project** describing the development, implementation and evaluation of the self-directed management project. An executive summary rather than an abstract should be included. And, it must include the preceptor's written evaluation.

- 7. Presentation (26 points) of the project.**

All written papers for the course are scholarly and use the APA Manual 5th Edition. The author is responsible for following the format and instructions and listing edition on the reference list (APA, 2001, pp. 283 – 320) and as specified below:

Include:

1. Title page

2. Executive Summary
3. Body of paper
4. References
5. Appendices (optional, only when applicable)
6. Staple the paper together, do not use a cover

Exclude:

1. Running head/short head
2. Footnotes
3. Author notes
4. Figure captions on separate page

Late papers are not accepted unless the student negotiates a due date with the faculty member one week prior to the due date. If approval is given, points may be deducted from the total points awarded for the paper.

TEACHING STRATEGIES

The class is a seminar, format with small group on line discussions, clinical seminars in Elluminate, extensive reading, and presentations. Collegial approaches are encouraged between students, and student and faculty, so that learning is viewed as a joint endeavor.

Students are expected to take responsibility for their own learning. This means that they are expected to learn the art of independent study and develop sound intellectual habits and skills. Work should reflect care, thoroughness, precision, and should reveal command of the process of critical reading, writing, speaking, and thinking.

ACADEMIC INTEGRITY

Academic Integrity, please note policies related to Academic Integrity, S02-4 and S03-7 can be found at. http://sa.sjsu.edu/download/judicial/Academic_Dishonesty_Policy.pdf

With the increased use of the internet, frequently students unknowingly violate the Plagiarism policy. Before you complete assignments for this course please go to <http://tutorials.sjlibrary.org/tutorial/plagiarism/index.htm> and read more descriptions of plagiarism. If you have any questions regarding Academic Integrity, please ask the faculty for this course for clarification.

COURSE EVALUATION AND GRADING

1. Evaluation is the shared responsibility of both student and faculty with input from the agency preceptor. Students will be provided the opportunity to evaluate themselves, the course, the faculty, the preceptor and the field experience.

2. A letter grade for the course is earned by completing the course requirements and meeting the course objectives.

a. Clinical learning objectives	8 Pts
b. Class participation (Discussion Board 40pts; Elluminate Sessions 60pts.[5pts X 12 sessions])	100 Pts.
c. Weekly logs	48 Pts.
d. Completion of 108 clinical hours (includes 12 hrs for Elluminate Seminars)	108 Pts.
e. Written paper based on project	100 Pts.
f. Presentation of project	26 Pts.
g. Portfolio Midterm & Final self-evaluations	10Pts.
TOTAL	400 Points

3. The following percentage scale is used to compute the grade:

93 - 100 =	A
90 - 92 =	A-
87 - 89 =	B+
83 - 86 =	B
80 - 82 =	B-
77 - 79 =	C+
73 - 76 =	C
70 - 72 =	C-
65 - 69 =	D
Below 65 =	F

4. See the SJSU Catalog, or website <http://www.sjsu.edu> for additional information regarding University policies on grading.

STANDARDS

This course is based on the American Association of Colleges of Nursing, Essentials of Graduate Education for Professional Nursing Practice. In addition, the course incorporates the American Nurses Association Scope and Standards for Nurse Administrators and the Californian Nurse Practice Act.

REQUIRED TEXTBOOKS

American Nurses Association. (2004). *Scope and standards for nurse administrator*(2nd ed.). ANA: Washington, DC.

American Psychological Association. (2001). *Publication manual* (5th ed). Washington, DC: American Psychological Association

Nyberg, J. (1998). *A caring approach in nursing administration*. Niwot, CO: University Press of Colorado

Roussel, L., & Swansburg, R. (2006). *Management and leadership for nurse administrators* (4th ed.) Boston: Jones & Bartlett.

RECOMMENDED TEXTBOOKS:

Briles, J. (2003). *Zapping conflict in the health care workplace*. Aurora, CO: Mile High Press.

Porter-O'Grady, T., & Malloch, K. (2007). *Quantum leadership: A Resource for health care innovation* (2nd ed.). Sudbury, MA: Jones & Bartlett.

Wilson Krueger, C., & Porter-O'Grady, T. (1999). *Leading the revolution in health care: Advancing systems, igniting performance* (2nd ed.). Gaithersburg, MD: Aspen.

Illuminate Web site for online meetings

<http://elm.illuminate.com/HOSTEDSJSU/>

COURSE ACCOMMODATIONS

Students who need accommodation due to a disability may register with SJSU's Disability Resource Center (DRC). The Center will work with the student to determine the disability, document it, and determine the services and accommodations necessary for student success.

DRC Web site: <http://www.drc.sjsu.edu>

If you need course adaptations or accommodations because of a disability, or if you need special arrangements in case the building must be evacuated, please make an appointment with me as soon as

possible, or see me during office hours. My office location and hours are on the course calendar/