INDEPENDENT STUDY REFRESHER COURSE

for

LICENSED PRACTICAL NURSES (Wisconsin)

1900 28th Ave. So.
Moorhead, MN 56560
GENERAL COURSE INFORMATION

CONTACT HOURS EARNED
165 FOR WI LPN REFRESHER STUDENTS

COURSE FEE
$995 - Includes a medical-surgical book, a procedure skills book, shipping & handling, a 4-hour skills lab (lab supply fee of $129 is extra and due at a later date), background study fee and liability insurance.

Payable by cash, check or credit card.

Send payment with application form and books will be sent to your home via UPS, along with instructions on how to gain access to the online version of the course.

NURSE’S LIABILITY INSURANCE
Nurses’ liability insurance is included in the above fee; however, if not acceptable by your chosen clinical site you will need to purchase a separate policy. A separate insurance policy could cost approximately $108 for a year’s coverage. This is required prior to beginning your clinical experience. Coverage must be for $2,000,000 per occurrence/$6,000,000 per aggregate.

For more course information or Information on how to register, call:

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www.minnesota.edu/wds
A. **Course Title**
Independent Study Refresher Course for Licensed Practical Nurses

B. **Course Description**
The purpose of this course is to provide an opportunity for exposure to current nursing theory and practice as it relates to the role of the licensed practical nurse as a member of today's health care system. This course will also enhance preparation of the nurse for the orientation program of an employing agency.

C. **Total Course Hours**
- **Theory** - A minimum of 80 hours will be spent completing the theory component of the course.
- **Clinical** - A minimum of 85 hours of supervised clinical will be required to be completed in a WI clinical facility (hospital, long-term care/subacute or clinic setting). Fifteen (15) hours of the 85 clinical hours must include a basic nursing skills review and an equipment/technology update. The remaining 70 hours of supervised clinical should be allocated predominately to direct patient care. On-site pre- and post-clinical discussions of learning objectives, care evaluations, and preceptor meetings may be included in these clinical hours.

Students must secure the facility for the clinical rotation in their home community.

* It is recommended students complete the entire course within 12 months. If deemed necessary, arrangements can be made to extend the completion date on an individual basis with prior approval from the course coordinator. An additional fee of $250 will be required for a 3-month extension.

D. **Overall Course Objectives**
At the conclusion of this course, the nurse will be able to:

1. Define the Standards of Practice for the Registered Nurse, Licensed Practical Nurse, and role of the Unlicensed Assistive Person including regulations as stated in the State of Wisconsin Nurse Practice Act.
2. Identify and describe ethical, legal and professional issues in health care.
3. Use effective communication strategies in nursing care delivery, i.e., documentation, care planning, reporting.
4. Discuss the various methods of nursing care delivery and the role of the nurse and assistant to the nurse.
5. Define the concepts of health, wellness, health promotion, illness prevention and patient education.
6. Utilize the nursing process as it relates to the Scope and Standards of Practice for Licensed Practical Nurses.
7. Explain the concept of quality assurance and its aim and purpose in nursing.
8. Describe the characteristics of the current health care delivery system that impact safety, quality and outcomes for patients.
9. Describe how patient education, referrals and the use of community resources are utilized in discharge planning for a variety of patients.

10. Demonstrate knowledge and safe appropriate medication and treatment administration.

11. Discuss current management concepts utilized in the following areas:
   a. Basic Concepts in Nursing
   b. Nursing Concepts and Challenges in Clinical Practice
   c. Concepts in Clinical Practice and Related Skills

**E. Instructional Methods**
1. Course orientation, if needed
2. Periodic conferences, as needed
3. Independent Learning Guide (online or hard copy)
4. Clinical experience (secured and arranged by the student in a healthcare facility in the refresher students’ home community/area of residence)

**F. Evaluation Methods**
1. Mid-term and final exam each with a 76% or higher passing grade. The mid-term exam will be a take home exam. The final exam will be monitored by a proctor identified by the refresher student. If a score of less than 76% is received on the final exam, the student will be allowed one retake with a different examination.
2. Clinical student evaluation completed by RN preceptor
3. Written or online assignments in the Independent Learning Guide (satisfactory/unsatisfactory)
4. Comprehensive Care Plan completed on one client co-assigned to during clinical (satisfactory/unsatisfactory)
5. Skills checklist signed by both the RN preceptor and student
6. Final Student Evaluation completed by course coordinator
7. Course evaluation completed by student

**G. Theoretical and Clinical Components**

**Theoretical Components**
After the nurse refresher student has enrolled and received the course materials, instructions will be given on how to complete the Independent Learning Guide, if necessary. Areas covered at this time are course objectives, course requirements and assignments. Arrangements can be made for the course to be started and completed entirely via the mail or online. Students are instructed to contact the course coordinator at any time should they need assistance or have questions regarding their independent study. The independent learning guide will take a minimum of 80 hours to complete.

Students must complete Section I-3 of the learning guide and a mid-term exam prior to beginning their clinical experience.

**Clinical Laboratory Components**
It is the responsibility of the nurse refresher course student to secure the clinical placement site in a healthcare facility (hospital or nursing home) in his/her home community.

A background study will also need to be initiated prior to starting clinical. A form is mailed to the student upon course enrollment to gather data to begin this process.

Students are required to submit proof of negative TB result (Mantoux) taken within 6 months of their clinical start date, or a negative chest x-ray taken within the last year.
Some facilities require a step-two Mantoux. Proof of immunity for varicella (chickenpox) and measles, mumps and rubella (MMR) may need to be submitted to the course coordinator. Additional immunization records may also be requested by the healthcare facility to be on file.

While in the clinical area, the refresher course student will be co-assigned with a currently licensed registered nurse on staff at the healthcare facility. This registered nurse will act as his/her preceptor and will supervise the clinical experience of the refresher course student. The preceptor must be approved by the clinical facility to act as a preceptor in a one-on-one nursing practice experience. The preceptor will have two years of current clinical practice experience. The registered nurse preceptor(s) may delegate portions of the learning experience as appropriate.

A minimum of 85 hours (WI) will be spent in the clinical setting of the acute, long-term care/subacute or clinic setting. Fifteen (15) hours of the 85 clinical hours must include a basic nursing skills review and equipment/technology update. The remaining 70 hours of supervised clinical should be allocated predominately to direct patient care. On-site pre and post-clinical discussions of learning objectives, care evaluations and preceptor meetings may be included in these clinical hours. Medical-Surgical nursing will be the emphasis for the acute care clinical experience.

A student evaluation form will be completed by the registered nurse preceptor evaluating the care given by the refresher course student. This form will be reviewed by the student and signed. The preceptor or student will return the form to the course coordinator at Minnesota State Community and Technical College, along with verification the required hours of clinical were completed.

The refresher course student must carry professional nurses' liability insurance. Enrolled refresher course students are covered under our colleges' student liability insurance plan.

Students receiving their clinical in a WI facility will obtain a limited license from the WI Board of Nursing prior to beginning clinical.

A clinical agreement will need to be signed by the college and clinical facility personnel prior to the start of the clinical experience.

H. Textbook
The main textbooks for the course are:
