

**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

**\$1095:** Payable by cash, check or credit card (send with application). Instructions on how to gain access to the online course will be sent to the student after payment is received. Payment includes the initial criminal background study fee and liability insurance. A criminal background study will need to be initiated by the college prior to starting clinical. A form is mailed to the student upon course enrollment to gather data to begin this process. This study is initiated by the college and completed through the State's Department of Justice. There will be an additional fee that the student will pay at the fingerprinting agency. Further instructions will be emailed to the student regarding the background study process and completion deadline.

## 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 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:**

Sarah Thacker, RN, BSN  
Director of Health Training

218-299-6586 Phone  
(218) 299-6933 Fax

E-mail address:  
[sarah.thacker@minnesota.edu](mailto:sarah.thacker@minnesota.edu)

[www.cts.minnesota.edu](http://www.cts.minnesota.edu)

# COURSE OUTLINE

## A. Course Title

Independent Study Refresher Course for Wisconsin 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 online 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 assisted living 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/near 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 \$350 will be required for a 3-month extension that immediately follows the initial 12 months.

## 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 Personnel, 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 nurse assistant.
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 systems 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 administration of medications and treatments.
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. Online Independent Learning Guide
4. Clinical experience (secured and arranged by the student in a healthcare facility in/near the refresher student's home community/area of residence)

#### **F. Evaluation Methods**

1. Mid-term and final exams, each with a 76% or higher passing grade. The mid-term exam will be an online exam in D2L Brightspace. 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. 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, instructions will be given on how to complete the Independent Learning Guide. Areas covered are course objectives, course requirements, and assignments. All components of the course are to be submitted online. Students are instructed to contact the course coordinator or theory instructor 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 Sections 1-3 of the learning guide and the 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, long-term care facility, or assisted living facility) in/near 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) completed within 6 months of their clinical start date, or a negative chest x-ray taken within the last year, or a negative QuantiFERON Gold blood test completed no more than 6 months prior to the start of clinical. Some facilities require a 2-step Mantoux. If you have ever had a positive Mantoux or QuantiFERON Gold TB test, you will need to provide documentation that you have completed therapy and have a clear chest x-ray. Proof of immunity for varicella (chickenpox) and measles, mumps and rubella (MMR), Tdap, and Flu vaccine may need to be submitted to the course coordinator. Additional immunization records and proof of current CPR may also be requested by the healthcare facility to be on file prior to attending clinical.

While in the clinical area, the refresher course student will be assigned to a 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 acute, long-term care/subacute or assisted living 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 and signed by the student. The student will scan and upload the form to the appropriate D2L site, along with verification the required hours of clinical were completed.

Nurse's liability insurance is included in the registration fee; however, if not acceptable by your chosen clinical site, you will need to purchase a separate policy prior to beginning your clinical experience. This insurance policy costs approximately \$108 for a year's coverage. Coverage must be for \$2,000,000 per occurrence/\$6,000,000 per aggregate.

Students completing clinical in a Wisconsin facility will need to obtain a limited license from the WI Board of Nursing prior to beginning clinical.

A clinical agreement between the college and clinical facility must be signed and fully executed prior to the start of the clinical experience.

## **H. Textbook**

The main textbooks must be purchased for the course (found on Amazon and in other bookstores):

### **Required:**

Williams, L.S., & Hopper, P.D. (2019). *Understanding medical-surgical nursing* (6<sup>th</sup> ed.). Philadelphia, PA: F.A. Davis.

### **Recommended:**

Nurse's Drug Guide  
Nursing Diagnosis Handbook