



North Central State College

MASTER SYLLABUS

2026-2027

- A. Academic Division: Health Sciences
- B. Discipline: Associate Degree Nursing
- C. Course Number and Title: RNUR1012 Nursing Fundamentals I
- D. Assistant Dean: Dr. Jason Tucker, Ph.D.
- E. Credit Hours: 3
- Lecture: 2 hours
 - Theory Hours: 25 total clock hours
 - Clinical/Laboratory: 1 hours
 - Clinical/Lab hours combined: 37.5 total clock hours
 - Planned Laboratory Hours: 18.75 clock hours
 - Planned Clinical Laboratory: 18.75 clock hours
- F. Prerequisite(s): BIOL2751, PSYC1010, STAT1010
Co-requisite(s): RNUR1030m
- G. Last Course/Curriculum Revision Date: Spring 2024 Origin date: Fall 2025
- H. Textbook(s) Title:

Required Open Education Resources:

Nursing Fundamentals (WisTech Open)

- Author: Ernstmeyer, Kimberly & Christman, Elizabeth
- Copyright Year: 2024
- Edition: 2nd
- OER site: <https://wtcs.pressbooks.pub/nursingfundamentals/>

Nursing Skills (WisTech Open)

- Author: Ernstmeyer, Kimberly & Christman, Elizabeth
- Copyright Year: 2023
- Edition: 2nd
- OER site: <https://wtcs.pressbooks.pub/nursingskills/>

Nursing Assistant (WisTech Open)

- Author: Reuter, Myra Sandquist
- Copyright Year: 2023
- Edition: 1st
- OER site: <https://wtcs.pressbooks.pub/nurseassist/>

Nursing Management and Professional Concepts (WisTech Open)

- Author: Ernstmeyer, Kimberly & Christman, Elizabeth
- Copyright Year: 2024
- Edition: 2nd
- OER site: <https://wtcs.pressbooks.pub/nursingmpc/>

Nursing Health Alterations (WisTech Open)

- Author: Ernstmeyer, Kimberly & Christman, Elizabeth
- Copyright Year: 2024
- Edition: 1st
- OER site: <https://wtcs.pressbooks.pub/healthalts/>

Required: Test Success- Test Taking Techniques for Beginning Nursing Students

- Authors: Nugent, Davis and Vitale
- Copyright Year: 2023
- Edition: 10th
- ISBN: 9781719647243

Required: NCSC Kaplan RN – ISBN: 8780000203428

Kaplan electronic resources are required for all RN courses: RNUR 1012, RNUR 1014, RNUR 1030, RNUR 1052, RNUR 1054, RNUR 1060, RNUR 1125, RNUR 2032, RNUR 2034, RNUR 2052, RNUR 2054, RNUR 2060, RNUR 2062 & RNUR 2072 and should only be purchased once per semester.

Suggested: Lippicott CoursePoint+ Enhanced for Brunner & Suddarth's Textbook of Medical-Surgical Nursing

- Authors: Hinkle, Cheever, Overbaugh
- Copyright Year: 2025
- Edition: 16th
- ISBN: 9781975274467

Suggested: Comprehensive Review for the NCLEX-RN Examination

- Authors: Linda Anne Silvestri
 - Copyright Year: 2023
 - Edition: 9th
- ISBN: 9780323795302

I. Workbook(s) and/or Lab Manual:

Clinical Skills Checklist Packet - Will be provided during college lab orientation.

- J. Course Description: In this course, students are introduced to the concepts of basic human needs. Critical thinking, legal/ethical concepts, nursing history, and the program's philosophy of nursing are emphasized. The role of the nurse as a member of the healthcare team is emphasized throughout the course. Acquisition of basic nursing skills will prepare students to deliver safe and appropriate care in accordance with the standards of professional nursing practice. Skills performed in the nursing laboratory facilitate the transfer of knowledge from the classroom to the delivery of client care. Students will demonstrate emerging competency in the performance of basic nursing procedures in the lab setting.

K. College-Wide Learning Outcomes:

College-Wide Learning Outcome	Assessments - - How it is met & When it is met
Communication – Written	
Communication – Speech	
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

End of Program Student Learning Outcomes

Upon completion of the program, graduates will be able to:

- I. Utilize the principles of communication to promote client care
- II. Facilitate safe care of clients using principles of evidence-based practice.
- III. Model professionalism through interpersonal interaction and ethical decision making.
- IV. Implement client centered care for individuals across the life span.
- V. Demonstrate clinical judgement when providing client care.
- VI. Collaborate with clients and the interdisciplinary healthcare team.

Following each Course Outcome, the related End of Program Student Learning Outcome(s) are indicated by the Roman Numeral(s).

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Identify basic therapeutic communication principles while caring for the adult client. (I, II, III, IV, V, VI)	Clinical Evaluation Tool Week 7 Exams-Week 2-7 Final- week 8
2. Demonstrate competency in the safe performance of nursing procedures built on evidenced based practice. (I, II, III, IV, V, VI)	Clinical Evaluation Tool Week 7 Skills Testing Exams-Week 2-7 Final- week 8
3. Identify the professional elements, including legal and ethical aspects, of nursing practice that are essential for the role of the nurse. (I, II, III, IV, V, VI)	Clinical Evaluation Tool Week 7 Exams-Week 2-7 Final- week 8
4. Identify assessment findings & other clinical data, including developmental levels & tasks across the lifespan. (I, II, III, IV, V, VI)	Clinical Evaluation Tool Week 7 Exams-Week 2-7 Final- week 8
5. Develop clinical judgment using the nursing process while conducting basic physical assessment and a basic health history in the adult client. (I, II, III, IV, V, VI)	Clinical Evaluation Tool Week 7 Clinical Paperwork Exams-Week 2-7 Final- week 8

Outcomes	Assessments – How it is met & When it is met
6. Define members of the interdisciplinary team and their role in the care of the client. (III, VI)	Clinical Evaluation Tool Week 7 Exams-Week 2-7 Final- week 8

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70–72	C-	1.67	Average
67–69	D+	1.33	Below Average
63–66	D	1.00	Below Average
60–62	D-	0.67	Below Average
00--59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community. * Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences. Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

- *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

Important information regarding College Procedures and Policies can be found on the syllabus supplement located at

<https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/14-081b.pdf>



North Central State College
SYLLABUS ADDENDUM

Academic Division:	<u>Health Sciences</u>	Discipline:	<u>Associate Degree Nursing</u>
Course Coordinator:	<u>Sara Woodruff MSN, RN, CNE</u>		
Course Number:	<u>RNUR1012</u>	Course Title:	<u>Nursing Fundamentals I</u>
Semester / Session:	<u>Fall / Session A</u>	Start / End Date:	<u>8/17/26-10/9/26</u>

Instructor Information

Name:	<u>Sara Woodruff MSN, RN, CNE</u>	Phone Number:	<u>419-755-4538</u>
		E-Mail Address:	<u>Swoodruff@ncstatecollege.edu</u>
Office Location:	<u>HS-228</u>	Office Hours:	<u>See posting</u>
Name:	<u>Tonya Stanger MSN, RN</u>	Phone Number:	<u>419-755-4573</u>
		E-Mail Address:	<u>tdstanger@ncstatecollege.edu</u>
Office Location:	<u>HS-236</u>	Office Hours:	<u>See posting</u>

Lab Faculty:

Vickie Rose MSN, RN	Office-241 Adjunct
Angy Alkire BSN, RN	Office-241

Clinical Faculty:

Crystal Brenner, BSN, RN-Good Shepherd-Thursday
Cbrenner@ncstatecollege.edu

Renee Cramer, BSN, RN- Norwalk Memorial Homes- Thursday/Friday
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Angela Hogan, BSN, RN-Brethren Care-Thursday
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Jeanette Sqrow, MSN, RN- Arbors of Mifflin-Thursday/Friday
Jsqrow@gmail.com

Course Number: RNUR1012
Semester / Session: Fall / Session A

Course Title: Nursing Fundamentals I
Start / End Date: 8/17/26-10/9/26

I. Topical Timeline (Subject to Change):

Weeks	Topics	
	Class	College Lab
1	Health, Wellness & Illness Therapeutic Communication	Basic Care Skills Mobility Skills
2	Medical Asepsis Nursing Process/ Prioritization & Delegation	Infection Control Skills Antiembolism Devices Neurovascular Assessment
3	Test #1 Vital Signs	Vital Signs Head-to-toe Assessment Oxygen perfusion & administration Blood glucose testing
4	Documentation/ Communication Nutrition/ Fluids & Electrolytes	Medication Administration
5	Test #2 Bowel & Bladder Function	Abdominal Assessment Enemas Heat & Cold Treatments
6	Legal/ Ethical Admission & Discharge	Skill Testing
7	Test #3 Gerontology Neurological/ Behavioral	Simulation Experience
8	Final Exam	none

II. Course Assignments:

1. Quizzes
2. Tests
3. Skills Testing
4. Independent Studies
5. Homework

III. Teaching Methods

1. Reading assignments
2. Classroom lecture
3. College lab activities
4. Independent study assignments/ tickets to class or lab

IV. Grading and Testing Guidelines:

1. Theory Evaluation & Weight of Final Grade

Unit Tests (3)	57% (19% each)
Quizzes	7%
Assignments	7%
Lab Attendance	5%
<u>Final Exam</u>	<u>24%</u>
Total	100%

- a. A total theory grade of at least 77% is required to satisfactorily complete the course.
- b. Any student who scores less than 80% on a unit test is given the opportunity to review. One on one review with faculty is available upon request.

2. Clinical Evaluation

- a. Students will receive “Satisfactory” or “Unsatisfactory” for clinical laboratory based upon:

1) Satisfactory achievement of:

- a) All starred sub-outcomes
- b) 50% of the remaining sub-outcomes
- c) All outcomes as stated on the clinical evaluation form and as evaluated during clinical lab performance.

2) Satisfactory attendance and participation in all college and clinical laboratory experiences.

3) Students who do not satisfactorily complete papers will be considered unsatisfactory clinically.

4) The highest attainable grade for students receiving an “unsatisfactory” for clinical laboratory will be a 76% in nursing for RNUR1012 and those students will not be able to progress to the next nursing course (RNUR1014).

3. College lab testing/attendance

- a. Each student must demonstrate ability to perform all procedures according to criteria established in the clinical skills checklist packet.
- b. College lab testing will be completed via live testing on assigned dates. No more than two attempts will be permitted. The second attempt must be completed within 7 days of notification of first failure. For each procedure, skills must be demonstrated satisfactorily according to criteria of the skills checklists provided by course faculty. A student who fails college lab testing on the second attempt will earn a grade no higher than a 76%.
- c. Specific guidelines for skills testing will be provided.
- d. Students are required to wear the complete RNUR student clinical uniform for college lab skills testing.
- e. Lab attendance is required.

V. Examination & Quiz Policy:

- 1. The reasons for which a student will be excused from taking an examination or quizzes at the appointed time are:
 - a. Hospitalization (with documented verification)
 - b. Death in the immediate family (with documented verification)
 - c. Personal illness or illness in immediate family - (provider's excuse required).
- 2. A student who misses an examination or quiz for any reason is responsible for notifying the instructor prior to the exam or quiz, if possible, and to make arrangements for making it up. The student will have five (5) calendar days from the date of the exam or quiz to schedule a make-up exam or quiz. The make-up exam or quiz will cover the designated objectives; however, it may consist of a different format and different questions. If the instructor is not notified regarding a missed exam or quiz within the allotted time the student will receive an automatic zero (0) on the exam or quiz. The test grade will be lowered nine (9) points if missed for reasons other than those above. For the reasons listed above, there will be no penalty for the first exam or quiz make-up, but the nine (9) point penalty will hold for any following make-ups. If an absence occurs due to an emergency situation, the student may contact the instructor to make arrangements to take the exam or quiz later the same day without penalty for the first occurrence.
* See student handbook for policy regarding personal rescheduling of final exam (test).
- 3. Quizzes will occur at the discretion of the faculty and can occur at any time during lab or lecture.
- 4. No makeup opportunity will be given for absences of unscheduled quizzes.
- 5. Arbitration for questions must be submitted in writing to the course coordinator with cited page numbers and/or a copy of lecture notes to be considered for arbitration. Actions will be discussed with faculty to determine if changes will be made.

VI. Class Attendance and Homework Make-Up Policy:

- 1. Class attendance is necessary to acquire the knowledge required to function properly and safely as a nurse. When class is missed, much important information is missed that cannot be obtained from other sources. As a result, the student suffers (less knowledge, lower test scores) and, ultimately, the patient suffers (as the nurse's knowledge and skills are lessened.) In addition, future employers look with disfavor on those whose attendance is sporadic and/or unreliable. For these reasons, class attendance is important, necessary and will be taken at all classes.

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2. Students are responsible for all handouts and/or lecture notes during any absence.
3. Attendance at college lab and clinical experience are required at the scheduled time.

There is no- make-up for college labs. Students are responsible for any content that is missed due to any absence.

4. The highest attainable grade for students receiving an “Unsatisfactory” for college laboratory will be a 76% in nursing for RNUR1012 and those students will not be able to progress to the next nursing course (RNUR1014).
5. Students must call their clinical agency if they are going to be late to clinical for any reason, unless given other directions by the clinical instructor.
6. **Clinical Absence Policy**
Students must assume responsibility for reporting all clinical absences to the nursing office of their clinical agency, or follow instruction of the clinical instructor, at least one hour prior to the time they are to report. The nursing office will then notify the clinical instructor.

Clinical absences will be made up at the end of the semester and will be at the student’s expense.

The reasons for which a student will be **excused** for missing clinical are:

1. Hospitalization (with documented verification),
2. Death in the immediate family (with documented verification),
3. Personal illness or illness in immediate family (provider’s excuse required).

More than two excused absences per semester could result in an unsatisfactory in clinical. Anyone who receives an unsatisfactory in clinical will receive a course grade of 76% or lower. All other absences are considered **unexcused**. More than one unexcused absence will result in an unsatisfactory in clinical. Anyone who receives an unsatisfactory in clinical will receive a course grade of 76% or lower.

7. If any day of the scheduled clinical experience is missed, students will be required to make up that time and meet the clinical outcomes of that clinical day. This will be accomplished in the clinical setting during or at the end of the semester at dates, times and in locations arranged by the clinical instructor with consultation of the course coordinator. Unexcused clinical makeup days may be the financial responsibility of the student. The cost will be \$50.00 per clinical hour per student.
8. The instructor may dismiss a student from the clinical area if the instructor feels the student is not physically or emotionally able to deal with the clinical experience, if the student exhibits unprofessional behavior, or is unprepared for the clinical day. Unprofessional behavior includes, but is not limited to, profanity, being argumentative, or failing to adhere to facility policies. Being unprepared for clinical includes, but is not limited to, lacking any part of the student uniform. If asked to leave the clinical area for these reasons, that day will be considered an unexcused clinical absence and will therefore need to be rescheduled as a make-up day.
9. All written assignments are to be submitted according to the following guidelines:
 - a. Assignments must be written using proper paragraph and sentence construction, grammar, and spelling. If there are more than three errors, the assignment may be returned to the student to be corrected and turned in again before any grade is assigned.
 - b. All written assignments are to be submitted on the designated date. Written assignments graded "S" or "U" must be turned in on time or will not be accepted and an automatic "U" will be given for the assignment. Any extension of time for assignments will be determined by the faculty in accordance to circumstances. (See Student Handbook for Written Assignment Policy.)
10. Late assignment submissions are subject to 10% grade reduction for every day late past the assigned due date.

VII. Classroom Expectations:

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Semester / Session: Fall / Session A

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1. The student must be able to display a professional attitude and behavior: reliability, respect for and cooperation with colleagues, willingness to work calmly and courteously under difficult conditions, determination to achieve first class work while meeting deadlines, respect for equipment and systems, and constructive response to criticism.
2. Students in RNUR1012 are responsible for the mandatory course requirements listed in the student handbook.
3. See the ADN Student Handbook to note the specific nursing requirements for science courses.
4. Students will be expected to prepare for all classes, laboratory, and assigned clinical experiences.
5. Each student will submit completed physical examination and x-ray forms, completed felony forms, completed student handbook forms, and current CPR certificates prior to the first clinical experience.
6. Students must demonstrate ability to perform all procedures according to performance criteria contained in the Clinical Skills Checklist Packet.
7. Students must have satisfactory achievement of all mandatory course outcomes.
8. Students will submit to their clinical instructor all written clinical assignments as required.
9. Students are advised to inform the course coordinator of any special conditions (physical, mental, or learning disability) that will require special accommodation on the first day of the quarter following class.
10. If students have any specific difficulties with the course, they are encouraged to contact the course faculty.
11. Faculty in consultation with the course coordinator have the prerogative to modify the course syllabus, if necessary.
12. Students are invited to attend faculty meetings on a space available basis. Students are not allowed to sit in on the closed sessions where confidential student information is discussed, but are encouraged to join faculty to look at specific program policies and the nursing curriculum. Faculty meetings are usually held monthly on a Wednesday from 8:00 a.m. to 10:00 a.m. Students who wish to attend a meeting should coordinate this course faculty prior to the meeting.
13. Cell phones, pagers and other electronic devices are to be turned off during all classes and labs. Cell phones, pagers, or any other electronic communication devices are not permitted at clinical sites (unless instructed by clinical faculty) or during any testing.
14. Student laptops and tablets may be used during class to assist with note taking and classroom work. Any other use is not permitted and will result in this permission being rescinded.
15. Hats/hoods are not permitted to be worn during any testing or at the clinical sites.
16. Classroom Conduct: all students are expected to demonstrate professional and respectful behavior and use language appropriate for the classroom learning experience.