



FACULTY OF HUMANITIES AND SOCIAL SCIENCES

GRADUATE SCHOOL OF NURSING, MIDWIFERY AND HEALTH

# HLTH 531: Nurse Practitioner Practicum

**30 POINTS**  
**TRIMESTER 1 & 2 2015**

## **Important dates**

**Trimester dates: 2 March to 15 November 2015**

**Easter/Mid-trimester break: 3 April to 19 April 2015**

**Mid-year break: 2 July to 12 July 2015**

**Mid-trimester break 2/3: 24 August to 6 September 2015**

**Withdrawal dates:** Refer to [www.victoria.ac.nz/students/study/withdrawals-refunds](http://www.victoria.ac.nz/students/study/withdrawals-refunds). If you cannot complete an assignment or sit a test or examination, refer to [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats).

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## SECTION 1: OPERATIONAL INFORMATION

### Class times and locations

#### 1<sup>st</sup> School

Dates: Friday 20 March 2015  
Times: 0830 - 1630  
Venue: CS802, Level 8, Clinical Services Building (CSB), Wellington Regional Hospital, Riddiford St, Newtown, Wellington

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#### 2<sup>nd</sup> School

Dates: Friday 22 May 2015  
Times: 0830 - 1630  
Venue: CS717, Level 7, Clinical Services Building (CSB), Wellington Regional Hospital, Riddiford St, Newtown, Wellington

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#### 3<sup>rd</sup> School

Dates: Friday 31 July 2015  
Times: 0830 - 1630  
Venue: CS802, Level 8, Clinical Services Building (CSB), Wellington Regional Hospital, Riddiford St, Newtown, Wellington

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#### 4<sup>th</sup> School

Dates: Friday 2 October 2015  
Times: 0830 - 1630  
Venue: CS802, Level 8, Clinical Services Building (CSB), Wellington Regional Hospital, Riddiford St, Newtown, Wellington

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### Important Notice

The Graduate School of Nursing, Midwifery & Health at Victoria University of Wellington, uses all reasonable skill and care in an effort to ensure the information and course content information contained in this outline is accurate at the time of going to print.

Students should be aware, however, that in the event course timetables and venues need to be changed, all attempts will be made to notify the students.

### Names and contact details

#### Course Coordinators & Contact Details

Rebecca Zonneveld  
Ph: 04 463 6652  
Email: [rebecca.zonneveld@vuw.ac.nz](mailto:rebecca.zonneveld@vuw.ac.nz)  
Office Hours: Fridays 0800 – 1630

Betty Poot  
Ph: 04 463 6151  
Email: [betty.poot@vuw.ac.nz](mailto:betty.poot@vuw.ac.nz)  
Office Hours: Fridays 0800 – 1630

## **Postgraduate Student Administrator**

Belinda Tuari

Ph: 04 463 6647

Email: [belinda.tuari@vuw.ac.nz](mailto:belinda.tuari@vuw.ac.nz)

## **Programme Director**

Caz Hales

Ph: 04 463 6142

[caz.hales@vuw.ac.nz](mailto:caz.hales@vuw.ac.nz)

## **Office Hours**

The Graduate School office will be open Monday 5 January 2015 and close on Friday 18 December 2015 from 9.00am – 4.00pm weekdays.

Course Coordinators will be available Fridays with Caz Hales Programme Director available on other days. Please contact the Course Coordinators directly either by telephone or email should you wish to make an appointment or discuss course related issues.

## **Postal Address**

Graduate School of Nursing, Midwifery & Health

Victoria University of Wellington

P O Box 7625

Newtown

Wellington 6242

## **Physical Address**

Level 7, Clinical Services Block (CSB)

Wellington Regional Hospital

Riddiford St, Newtown

Wellington 6021

## **Communication of additional information**

All course information and information on changes that occur during the course will be conveyed to students via Blackboard or student Victoria University of Wellington email.

## **SECTION 2: COURSE INFORMATION**

### **Prescription**

This course provides an opportunity for Nurse Practitioner (NP) students to synthesise and apply all previous Master's course learning. Note: Students must have identified suitable mentor/s before commencing this course.

### **Course content**

Students will complete a total of [no less than] 200 hours of supervised clinical training as “student NPs”. These hours are to be performed outside of/separate to the normally rostered hours for nurses in their work environment, and will be strictly for learning/academic purposes. They may occur during any shift, but shall not exceed 12 hours in length. Students will keep a log of their hours, types of medical presentations, and interventions for all patients seen (e.g. “new surgical consult assessment”, Histories of Presenting Illness (HPI), progress note, follow up visit, patient education).

This supervised training will be performed within the designated trimesters in an area of practice relevant to the cumulative, previous experience of the nurse candidate and their course of study in graduate school (e.g. acute care settings for nurses with background in acute medical/surgical, intensive care, or ED; outpatient GP, clinic or urgent care settings for those with expertise in general practice). Qualified preceptors include: [approved] Registrars, Consultants, General Practitioners and/or Nurse Practitioners.

In addition to the above mentioned clinical hours, students will meet with one of the Course Coordinators (this may include one site visit), other students and relevant colleagues in seminar sessions where advanced practice clinical and leadership topics will be presented and debated.

### **Course learning objectives (CLOs)**

Students who pass this course will be able to:

1. perform a thorough history and examination and develop an appropriate care plan including investigations, diagnosis, differential diagnosis and medication regimen
2. communicate their findings to multi-disciplinary team members, and convey accurate, succinct summaries of above.
3. provide an evidence based rationale for clinical management decisions
4. identify areas for future growth as advanced clinicians (either in research or practice)
5. correctly identify appropriate medication regimens, possible side effects and rationale for use of medications common to their discipline; meet competency for safe prescribing.

### **Teaching format**

This course is delivered via four face-to-face seminar type block Schools at the Graduate School of Nursing Midwifery & Health. The days will be a mix of lectures and small group activities. A distance component supported by Blackboard forms part of the course and supports student achieving their learning objectives.

### **Mandatory course requirements**

In addition to achieving an overall pass mark of 50%, students must:

1. attend all Schools unless under special circumstances prior arrangements have been made with the Course Coordinator
2. complete all pieces of assessment
3. complete 200 hours of supervised clinical training.

## **Workload**

As a guide each 30-point course at the Graduate School requires students to allocate approximately 10 hours per point for self-directed study, research, assessments and attendance at Schools. Consequently 300 hours should be spread evenly over the School year, breaks, study week and exam period. This course comprises approximately 28 hours of course contact time for lectures. The amount you should notionally assign to the completion for each assignment is as follows:

1. Assignment One – 4 histories of presenting illness/complaint: (25%) 68 hours
2. Assignment Two – Clinical log: (25%) 68 hours
3. Assignment Three – Oral presentations: (50%) 136 hours
4. In addition to completing 200 hours of supervised clinical training as a professional requirement.

## SECTION 3: ASSESSMENT INFORMATION

Assessment items and workload per item		%	CLO(s)	Due date
1	Histories of presenting illness/complaint - 4 summative	25%	1, 2, 3,4,5	1 May 2015, 5 June 2015, 10 July 2015 & 14 August 2015
2	Clinical Log	25%	1, 3, 4, 5	25 September 2015
3	Oral presentations (Viva) to a panel (15 min plus questions)	50%	3, 5	2 October 2015

Approval is required in writing from one of the Course Coordinators if you wish to use work you have submitted from a previous course or have written for your organisation.

Marking criteria for each assessment will be made available on Blackboard.

A letter of academic commendation will be given to outstanding students who complete this course with a pass mark of 75% or above for their NP portfolio.

### Assignment Number One

Assignment: **Histories of presenting illness/complaint (HPI)**

Due Dates: Friday 1 May 2015  
Friday 5 June 2015  
Friday 10 July 2015  
Friday 14 August 2015

Word Count: As per practice standard for HPI

This assignment is worth 25% of your final grade

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Students will submit **four** examples of histories of presenting illness/complaint from their practicum placement environment. These HPIs will include assessment and plan/recommendations and all documentation will be per the standard for medical or NP documentation in clinical notes in their practice placement area. Each HPI will include a complete history, corresponding clinical examination, results of investigations already known, diagnosis and differential diagnosis and recommended plan which will include but not be limited to: medication adjustment, further investigations, pending consultations, or other future follow up.

This assignment assesses the following course learning objectives:

1. Perform a thorough history and examination and develop an appropriate care plan including investigations, diagnosis, differential diagnosis and medication regimen.
2. Provide an evidence based rationale for clinical management decisions
3. Correctly identify appropriate medication regimens, possible side effects and rationale for use of medications common to their scope; meet competency for safe prescribing.

**Please submit these assignments via Turnitin/Blackboard.**

## Assignment Number Two

Assignment: **Clinical log**

Due Date: Friday 25 September 2015

This assignment is worth 25% of your final grade

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Students to submit a log of all clinical presentations encountered in your practicum. This log must include age, gender, major diagnoses, and your action taken (i.e. initial H+P, on-going in-patient assessment, medication adjustment, follow up consultation, consult service opinion, discharge summary/education, procedure performed, etc.).

**No student log shall contain any identifiable/personal medical information.**

Please include:

- Medications log
- Mentor feedback form
- Signed supervisor's attestation of competence to prescribe and placement agreement.

**Mentor feedback is reviewed by the Course Coordinators and considered when awarding the final grade for this assessment.**

This assignment assesses the following course learning objectives:

1. Perform a thorough history and examination and develop an appropriate care plan including investigations, diagnosis, differential diagnosis and medication regimen
2. Communicate findings to multi-disciplinary team members, and convey accurate, succinct summaries of above.
3. Provide an evidence based rationale for clinical management decisions
4. Identify areas for future growth as advanced clinicians (either in research or practice)
5. Correctly identify appropriate medication regimens, possible side effects and rationale for use of medications common to their scope meet competency for safe prescribing.

**Please submit this assignment via Turnitin/Blackboard.**



## Assignment Number Three

Assignment: **Oral presentations of a case for discussion with a panel**

Two evidence based oral presentations (Viva) which address a medication dilemma and a diagnostic investigation. (One must be centred on a medication decision and the other on a diagnostic investigation decision).

Due Date: Friday 2 October 2015 (during the final School)

Length: Each 15 minutes in length, plus questions from a panel

This assignment is worth 50% of your final grade (25% for each Viva)

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Students will present a medication and an investigation, both of their choice, from their clinical practicum placement experience. At least one presentation must highlight a medication related dilemma (dose adjustment, therapy initiation, adverse reaction etc.). At least one must address the use of a diagnostic investigation decision (e.g. whether or not to get particular form of radiological imaging, how often to check blood work, the use of a particular lab test in the work up of a particular complaint). Presentations will be in the style of a grand rounds session and students must include current evidence to support the argument.

More information will be posted on Blackboard.

This assignment assesses the following course learning objectives:

1. Perform a thorough history and examination and develop an appropriate care plan including investigations, diagnosis, differential diagnosis and medication regimen
2. Communicate findings to multi-disciplinary team members, and convey accurate, succinct summaries of above.
3. Provide an evidence based rationale for clinical management decisions
4. Identify areas for future growth as advanced clinicians (either in research or practice)
5. Correctly identify appropriate medication regimens, possible side effects and rationale for use of medications common to their scope meet competency for safe prescribing.

## Submission and return of work

For submission details, please see individual assessment items. Student coursework assignments submitted by the due date will normally be returned with feedback within three weeks of the due date.

## Extensions and penalties

### Extensions

An extension to a deadline will only be considered where there are extenuating circumstances. An application for an extension must be made by you in writing/e-mail to the course coordinator at least 24 hours before the due date. When communicating your request you must include the following information:

- Name, student number and contact details
- Course code
- Date of submission and request date for new submission
- Reason for extension request

Upon receipt of your request, course coordinators may grant an extension of up to 2 weeks. Any further request for an extension may require Head of School approval.

## Penalties

Late assignments or assignments with extensions may be subject to delays in marking and may not receive comprehensive feedback.

A penalty will be incurred for late submission of work **where no prior arrangement** has been made as follows:

- Work submitted up to 7 days after the due date without an extension will receive a 2 grade penalty. For example a B+ to a B-.
- Work submitted 8-14 days after the due date without an extension will receive a 4 grade penalty. For example a B+ to a C.
- Work submitted more than 15 days late without an extension will not be marked and will receive an 'E' (fail) grade.

## Practicum/placement/internship arrangements

The student is responsible for arranging the practicum/placement and for arranging the clinical mentor (A Medical Practitioner or Nurse Practitioner employed by the Health Provider).

All practice undertaken by the Student must be conducted under the supervision of a Medical Practitioner or by a qualified Nurse Practitioner employed by the Health provider ("Clinical Mentor").

## SECTION 4: ADDITIONAL INFORMATION

### Set texts

There is no set text for this course.

### Recommended reading

de Vries, T. P. G. M., Henning, R. H., Hogerzeil, H. V., & Fresle, D. A. (2011) *The World Health Organization good guide to prescribing: A practical manual*. Available for free download at the following URL: <http://apps.who.int/medicinedocs/en/d/Jwhozip23e/#Jwhozip23e>

Mckenna, L., & Mirkov, S. (2012). *Australia New Zealand nursing & midwifery drug handbook* (6<sup>th</sup> ed.). Sydney: Wolter Kluwer Lippincott Williams & Wilkins.

Maling, T., Burgess, C., & Cameron, C. (2010). *Clinical pharmacology and therapeutics* (12<sup>th</sup> ed.). Wellington: School of Medicine and Health Sciences, University of Otago, Wellington.

Students will be asked to read current journal articles and consult websites from a list with links posted on Blackboard. All will be accessible via Blackboard links or will be posted as e-reserve at the Victoria electronic library.

### Student feedback

Enhancements made to this course, based on the feedback of previous students, will be covered during the course.

Student feedback on University courses may be found at [www.cad.vuw.ac.nz/feedback/feedback\\_display.php](http://www.cad.vuw.ac.nz/feedback/feedback_display.php).

### Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: [www.victoria.ac.nz/students/study/exams/integrity-plagiarism](http://www.victoria.ac.nz/students/study/exams/integrity-plagiarism)
- Aegrotats: [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats)
- Academic Progress: [www.victoria.ac.nz/students/study/progress/academic-progress](http://www.victoria.ac.nz/students/study/progress/academic-progress) (including restrictions and non-engagement)
- Dates and deadlines: [www.victoria.ac.nz/students/study/dates](http://www.victoria.ac.nz/students/study/dates)
- FHSS Student and Academic Services Office: [www.victoria.ac.nz/fhss/student-admin](http://www.victoria.ac.nz/fhss/student-admin)
- Grades: [www.victoria.ac.nz/students/study/progress/grades](http://www.victoria.ac.nz/students/study/progress/grades)
- Resolving academic issues: [www.victoria.ac.nz/about/governance/dvc-academic/publications](http://www.victoria.ac.nz/about/governance/dvc-academic/publications)
- Special passes: [www.victoria.ac.nz/about/governance/dvc-academic/publications](http://www.victoria.ac.nz/about/governance/dvc-academic/publications)
- Statutes and policies including the Student Conduct Statute: [www.victoria.ac.nz/about/governance/strategy](http://www.victoria.ac.nz/about/governance/strategy)
- Student support: [www.victoria.ac.nz/students/support](http://www.victoria.ac.nz/students/support)
- Students with disabilities: [www.victoria.ac.nz/st\\_services/disability](http://www.victoria.ac.nz/st_services/disability)
- Student Charter: [www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter](http://www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter)
- Student Contract: [www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract](http://www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract)
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- Turnitin: [www.cad.vuw.ac.nz/wiki/index.php/Turnitin](http://www.cad.vuw.ac.nz/wiki/index.php/Turnitin)
- University structure: [www.victoria.ac.nz/about/governance/structure](http://www.victoria.ac.nz/about/governance/structure)
- Victoria graduate profile: [www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile](http://www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile)
- VUWSA: [www.vuwsa.org.nz](http://www.vuwsa.org.nz)

## Blackboard Information

Students enrolling for this course will need access to the Victoria flexible learning system (Blackboard) via the Internet.

Blackboard is an online environment that supports teaching and learning at Victoria by making course information, materials and learning activities available online via the internet. Blackboard provides web-based access to course content, assessment, communication and collaboration tools. Instructions for using this will be provided as part of timetable during the 1<sup>st</sup> School. Students will need to be able to access the Internet on a regular basis.

The following software, which is necessary for using material on Blackboard, is freely available to download from the internet if you don't already have it:

- Netscape Communicator v 4.78 or higher (v. 7.1 recommended) OR
- Microsoft Internet Explorer v. 5.2.x or higher
- MS Windows 2000 or XP/ MacOS 9 or Mac OS X.2 or higher

Other software: Adobe Acrobat Reader - free download from [www.adobe.com/products/acrobat](http://www.adobe.com/products/acrobat)

Students are encouraged to use Endnote to manage the research material they use and cite. Endnote can be obtained at <http://library.victoria.ac.nz/library/resources/guides/endnote.html>

Microsoft Office or Microsoft Viewers. The viewers can be downloaded free of charge from: [www.microsoft.com/office/000/viewers.asp](http://www.microsoft.com/office/000/viewers.asp)

### Computer skills required:

- Internet browsing skills
- Basic word processing skills

### How to log onto Blackboard

- Open a web browser and go to myVictoria.ac.nz
- Enter your account username which you can find in your *Confirmation of Study* sheet
- It is usually made up of 6 letters of your last name and 4 letters of your first name
- Enter your password. If you have never used Victoria computer facilities your initial password is your student ID number
- Click on the Blackboard icon
- Alternatively, if you want to access Blackboard without going through the myVictoria portal, just log on at <http://blackboard.vuw.ac.nz>

### Off Campus access

Blackboard is available from any location where you can access the Internet. This may be your home, work or an Internet café.

**Problems with access?** Contact ITS service desk **04 463 5050**