# COURSE SYLLABUS
# BALL STATE UNIVERSITY
## School of Nursing
## Fall 2025

**COURSE NUMBER: NUR 673**

**COURSE TITLE:** Practicum-Family Nurse Practitioner

**COURSE CREDIT:** 5 semester hours; 2 credit hours for seminar; 3 credit hours for clinical hours (1 cr hour = 60 hours); 180 clock hours for Practicum Experience

**PREREQUISITES:** all required courses in the program

**CO-REQUISITES: N/A**

**FACULTY:**

**Name: Erin Morgan, DNP, MSN, FNP-BC**
**Office Hours (EST): HSB 490: Mon 10-2 by request- Zoom meeting available**

**COURSE DESCRIPTION:** Synthesis of theoretical and clinical decision making in the provision of primary care practice across the life span. Emphasis on quality management, legal, policy and economic issues in relation to advanced practice.

**COURSE RATIONALE:** Advanced practice roles require field experience within organizations. The practicum provides the opportunity for mentoring into a new role and applying knowledge and skills developed throughout the program.

**COURSE OUTCOMES:**

1. Analyzes policies related to advanced professional role. (Program outcome 3, 6, 7, 9; master's essentials 3, 4, 6)
2. Examines quality management issues related to advanced professional role. (Program outcome 2, 4, 5, 6, 7, 9; master's essentials 1, 2, 3, 9)
3. Examines legal issues related to advanced professional role. (Program outcome 2, 4, 5, 6, 7, 9; master's essentials 1, 3, 6, 9)
4. Analyzes economic impact related to advanced professional role. (Program outcome 2, 4, 5, 6, 7, 9; master's essentials 1, 3, 6, 9, 10)
5. Applies advanced professional role in a selected setting. (Program outcomes 1,2,3,4, 5, 6, 7,8, 9; masters essentials 1, 2, 3, 4, 5, 6, 7, 8, 9, 10)

**MASTER'S PROGRAM OUTCOMES:**

1. Demonstrate role competency and leadership in a selected advanced nursing role based on professional standards.
2. Integrate nursing and related sciences and theories in delivery of advanced nursing practice.
3. Analyze research to support evidence-based practice.
4. Function as a member of inter/intra-professional collaborative team for improving patient and population health outcome.
5. Utilize information systems/technology in professional practice.
6. Analyze quality improvement and safety initiatives to improve health outcomes.
7. Analyze for health policy development and implementation.
8. Integrate clinical prevention and population health concepts for improving health.

9. Advocate for policies that improve the health of the public and the profession of nursing.

**AMERICAN ASSOCIATION OF COLLEGES OF NURSING –*ESSENTIALS*** introduce the 10 domains representing the essence of professional nursing.

1. Knowledge for Nursing Practice
2. Person-Centered Care
3. Population Health
4. Scholarship for the Nursing Discipline
5. Quality and Safety
6. Interprofessional Partnerships
7. Systems-Based Practice
8. Informatics and Healthcare Technologies
9. Professionalism
10. Personal, Professional, and Leadership Development

**National Organization of Nurse Practitioner Faculties (NONPF)-Nurse Practitioner (NP) Role Core Competencies**

1. Knowledge of Nursing Practice
2. Person-Centered Care
3. Population Health
4. Practice Scholarship and Translational Science
5. Quality and Safety
6. Interprofessional Collaboration in Practice
7. Health Systems
8. Technology and Information Literacy
9. Professional Acumen
10. Personal, Professional and Leadership Development

**COURSE TOPICS:**

1. Role application and analysis
2. Legal issues and health policy
3. Economic issues related to advanced practice nursing
4. Quality assurance

**TEACHING STRATEGIES:**

Discussion Boards, Barkley Board Review Exams, Quizzes review for Board Certification, Journals, Evidenced Based Resources, Clinical experiences under guidance of preceptor

**TEXTS:**

**Required:**

American Psychological Association. (2020). *Publication manual of the American Psychological Association. (7th ed.).* American Psychological Association.

Barkley Exam Review Program. See Canvas for sign up instructions.

**Board Review Examination Preparation**

Students will participate in preparation to sit for FNP certification Exams throughout the semester. This will include an initial Exam at the start of the semester to evaluate student current knowledge. A remediation and study plan will be developed based on the results of the initial Diagnostic Test. Throughout the semester students will complete modules reviewing key content from across the lifespan and submit proof of completion for course credit. Finally, the course will end with a diagnostic test to evaluate student readiness to sit for the

board exam of their choice. Exams are offered on one day due to test security, therefore students must clear their schedule to complete these important course events. Failure to complete the Exams will result in course failure. Board exam review courses may be an additional cost to the student as outlined in the Graduate Student Handbook.

**Grading Policies**

1. Grade Privacy: Grades are private and accessible only through Canvas. Communication with the instructor must be conducted via your BSU email; Canvas messages will not receive a response.
2. Late Assignments: All assignments are due on the specified date and time. Assignments not submitted by the due date and time will receive a zero.
3. Emergent Circumstances: Notify the course and clinical faculty immediately if emergent circumstances impact your scheduled clinical days or assignment submissions. It is the responsibility of each student to ensure the clinical instructor is always aware of any changes to the clinical schedule as more robustly defined within the Clinical Policies portion of this document.
4. Makeup Policy: There will be no makeup points, half credit, or extensions except for excused absences due to serious personal illness or the death of an immediate family member, as outlined in BSU policy. Makeup assignments not submitted by the negotiated date and time may receive a zero.
5. Time Zone: All times within the course are in Eastern Standard Time (EST).

**COURSE GRADING SCALE:**

| | |
|---|---|
| **A 100 -- 93** | **B- 82.9 -- 80** |
| **A- 92.9 -- 90** | **C+ 79.9 – 78** |
| **B+ 89.9 -- 86** | **C 77.9 – 75** |
| **B 85.9 - 83 (minimum passing grade for NUR courses *)** | **F 74.9 and <** |

NOTE: To pass the didactic portion of the course, the student must satisfactorily complete all of the following:

- Earn a minimum 75% examination average on required examinations.
- Earn a final course grade greater than 83% after all eligible course points have been calculated.
- An overall passing grade for the course requirements
- Satisfactory completion of all module assignments, completion of all exams, and satisfactory clinical evaluations. Even if the assignment is late, it must be completed to pass.

| Group | Points Possible | Percentage of Grade |
|---|---|---|
| **Board Exams:**<br>• **Practice Exam**<br>• **Predictor Exam** | | % |
| **Board Review Assignments:**<br>• | | 15% |
| **Module Assignments:**<br>• **Module Assignment with Response x 7**<br>o **25 pts each** | 175 | 35% |
| **Exit Surveys:**<br>• **Survey 1**<br>• **Survey 2** | | Complete/Incomplete |
| **Clinical Evaluation Final:**<br>• **Must be Satisfactory per Preceptor** | | Pass/Fail |

Students will complete a variety of group and individual learning activities as directed for assigned points, including Case Studies, discussion boards (and Responses), and/or Presentation of Notes, and/or Note Sheets. It is the student's responsibility to submit assignments by the due date identified on the course calendar. **Zero points will be given for any and all assignments not submitted by the due date and time on the course calendar.**

*Expectations for all written work*:

1. Students are expected to demonstrate graduate level writing skills in all discussion postings (group or individual) and scholarly papers.
2. When composing a discussion assignment or scholarly paper use your own words. Do not cut and paste, instead paraphrase and use appropriate APA citations. The use of AI for writing in this course is prohibited.
3. Support your work by referencing scholarly, peer reviewed journals, books, and/or textbooks.
4. Direct quotes used should be minimal, no more than 1-2 sentences. All quotes need to be introduced in text and should not be stand-alone sentences without context.
5. Use correct grammar, spelling and APA format student edition (7th edition). If you have questions or concerns regarding use of APA 7th edition, please utilize the Writing Center.
6. Bullet points should be used rarely.

***No Use of Generative AI permitted***:

All work conducted and/or submitted in this course must be your own, completed in accordance with the Ball State University's Student Academic Ethics Policy. You may not collaborate with or make use of ChatGPT or any other generative AI applications at any time to develop materials submitted in this course. All written works must be composed by the student however, word processing programs which may have generative AI as part of its grammar editing process are allowed.

*TurnItIn:* In order to protect students from having issues with academic integrity-all assignments will be submitted to TurnItIn in Canvas via the Assignments section. This is a tool for you to check your work to evaluate for academic integrity and risking plagiarism.

***NOTE: Any evidence of academic dishonesty will follow the university policies and may result in a "zero" grade and/or other resolutions for the assignment (e.g., test, quiz, paper, Canvas discussions, care plans, pre-class and in-class assignments, etc.)***

**EXIT SURVEY**
All students are required to complete two exit surveys in the practicum. The survey will be made available during the last two weeks of the semester. If the survey is not submitted by the date indicated on the calendar, an incomplete will be issued and delay the semester of graduation.

**ONLINE RESOURCES:** A BSU network account for email and Canvas, Barkley On-line Review

**SOFTWARE:** Microsoft Office

**TECHNICAL INFORMATION:**

Technical Assistance:
If you have any issues with your course(s), or related technology, please contact the Nursing Simulation and Information Technology Center (SITC) directly at 765-285-5584 (Monday - Friday 7: 30AM-4:00PM Eastern Time).

If you have problems with Canvas between the hours 5:00PM and 8:00AM or weekends, you can contact the University Technology Support (UTS) Helpdesk 765-285-1517 select prompt 2 (24 hours daily) or by email at helpdesk@bsu.edu. **Do not contact the UTS Helpdesk between the hours of 8:00AM – 5:00PM Monday through Friday unless instructed by the Nursing SITC.**

**COURSE POLICIES:**

***Attendance***:
Attendance in Ball State University online classes is measured by your active participation in course activities at least once each week. Be sure to complete your course work as assigned to ensure you are recorded as attending the course.

***Participation and Timeliness***:
Your regular participation and timeliness are important to your academic success. In online courses this takes the form of participation in discussion via forums, chat, and other electronic means provided.

As this is an online course, it is up to every student to stay on track and not fall behind. You must be self-motivated and disciplined to meet all due dates. Developing a routine is essential. It is expected that each student spends at least 12-15 hours per week on studying for this 4-credit hour course. This includes reading the text and completing assignments. All assignments are expected to be submitted by a specific time and date. Refer to course calendar for assignment due dates. **Assignments submitted late will not receive points.**

***Classroom (or Online) Conduct***:
Students should observe proper "netiquette." Treat fellow classmates and faculty with respect, even if you strongly disagree with their postings. There is room for all opinions in our forum--we are here to share and learn, together. Always be professional.

***Communication***:
For any communication with the School of Nursing, always use your BSU email. The instructor will typically respond to email communication within 48 hours of receiving them and may not respond over weekends and holidays.

***Student responsibility***:
A student should respond to a faculty member's email communication within 48 hours of receiving the email from the faculty. The faculty does not expect the student to respond over weekends and holidays.

***Academic Integrity***:
Students are expected to adhere to University guidelines titled Student Academic Ethics Policy as presented on the Office of the Vice Provost for Academic Affairs Website, Provost Academic Integrity, and the Nursing Program Handbook.

***NOTE: Any evidence of academic dishonesty will follow the university policies and may result in a "zero" grade and/or other resolutions for the assignment (e.g., test, quiz, paper, Canvas discussions, care plans, pre-class and in-class assignments, etc.) .***

***Academic Assessments***:
Students are required to participate in course assessment activities. A copy of sample papers will be collected from students as part of program assessment. Students are also requested to complete course, clinical, and faculty evaluations at the end of the semester. At the end of the program, students will complete an exit program survey.

***University Statement***
We are committed to ensuring that all members of the community are welcome, through valuing the various experiences and worldviews represented at Ball State and among those we serve. We promote a culture of respect and civil discourse.

***Disability Statement***:
If you need course adaptations or accommodations because of a disability, please contact the instructor of record as soon as possible. Ball State's Disability Services Office coordinates services for students with disabilities; documentation of a disability needs to be on file in that office before any accommodations can be provided. Disability Services can be contacted at 765-285-5293 or dsd@bsu.edu.

***Programs and Services:***

**The Basic Needs Hub**
If you are having difficulty affording enough food, do not have a safe and reliable place to sleep, and/or experiencing an emergency or crisis, help is available through the **Basic Needs Hub**. The Basic Needs Hub has information, resources, and provides individualized support to students. To talk with a supportive staff member about your experience, receive one on one assistance, or learn more about resources, you can submit a **Basic Needs Assistance Form**.

**The Counseling Center**
The Ball State University Counseling Center offers free and confidential services to all students. The

Counseling Center is located in Lucina Hall, Room 320. To schedule an appointment, you can contact us at 765-285-1736. Ball State also offers a 24/7 Crisis Line, which can be reached at 765-285-HOPE (4673). The Crisis Line is a mental health resource for those who are struggling with any mental health concerns, including thoughts of self-harm and/or suicide.

At the Ball State Counseling Center, we see students for a variety of reasons, some of which include homesickness, relationship concerns, anxiety, and depression. At your first appointment, you will work with a therapist to create a plan that will connect you with resources that best fit your needs. We assist students with getting connected to therapy at our Center as well as connecting students to self-help resources, other on-campus resources, and community-based resources. All Ball State students also have access to several on-demand, self-help resources through a variety of different platforms. All of these resources, including a direct link to our website, can be found **here**.

**The Writing Center**

All writers improve with practice and feedback, so as a student in this course, you are encouraged to use the Writing Center (in Robert Bell 295, Bracken Library, or online) to get additional feedback on your writing. To schedule a free appointment to discuss your writing, go to ***www.bsu.edu/writingcenter***. Online and in-person appointments are available seven days a week; however, plan ahead because appointments book quickly!

**CLINICAL POLICIES:**

*Attendance*: The student is expected to follow the calendar for clinical hours agreed on by the student and preceptor the first week of the semester. If major changes occur to the clinical schedule (ie: preceptor becomes ill, takes unexpected time off, etc.) notify the instructor. Failure to notify the instructor could result in clinical hours not counting towards the total.

*Midterm and Final evaluations* by the clinical faculty and approved Preceptor are to be completed within the time frame provided by the course instructor unless otherwise arranged well in advance with permission of the course instructor. Late or incomplete submission of midterm or final evaluation paperwork will result in an unsatisfactory clinical experience.

*Uniform Policy*: Appropriate professional attire is required according to agency regulations. A name pin is also required. This pin is to be 1" x 3", white with black letters in the following format:

Ball State University
Student Name and Credentials
Graduate Student

*Unsatisfactory Clinical Performance*: Refer to School of Nursing Master's student handbook The handbook is located in the Community of Master's students on Canvas.

*Fraternization*: Fraternization with clients is professionally unethical.

*Confidentiality*: Breach of client confidentiality is a serious error and disciplinary action may follow a violation.

**WITHDRAWAL DATE:** Course Withdrawal Period ends per BSU.edu/Calendar

Student initiated course withdrawal during the withdrawal period will be accepted and recorded as a "W" if the student is passing the course. (If a student has failed a clinical competency or failed clinically the student will a grade of "F.")

An Incomplete grade (I) will be given for extenuating circumstances only. The reason is usually related to an illness, not excessive work demands. An I grade is given for a student who has to complete one paper, or one similar work. Written documentation is required to justify the Incomplete (I) grade.

*University cannot guarantee that any student will pass a course or certification exam. Your success will be determined by several factors beyond the instruction you receive in the classroom including your test-taking skills, your satisfactory completion of clinical and, your willingness to read/study outside of class. Certification questions are generated from a variety of textbooks, references, and databases; therefore, a thorough understanding of the subject matter according to assigned readings for this program is required.*

| **Faculty Name** | **Date Reviewed and/or Updated for Each Semester** |
|---|---|
| Dr. Tia Brutscher | 08/11/2024, 12/31/2024, 05/01/2025, 07/21/2025 |
| Erin Morgan, DNP, FNP-BC | 08/19/2026 |