



Department of Nursing

Baccalaureate Nursing Program

STUDENT HANDBOOK

2013

Plymouth State University provides equal opportunity and affirmative action in education and employment for qualified persons regardless of race, color, religion, sex, national origin, age, disability or veteran status.

**PLYMOUTH STATE UNIVERSITY
DEPARTMENT OF NURSING
BACHELOR OF SCIENCE IN NURSING PROGRAM**

Department of Nursing Phone (603) 535-2703
Department of Nursing Fax (603) 535-2854

Director, Mary D. Bantell, Ed. D, RN (603) 535- 2100

Faculty:

Ann-Marie Cote, MSN, RN, CEN (603) 535-2102
Julie Fagan, BA, MSN(c) (603) 535-2107
Sandra R. Gamble, BS, MSN, RN (603) 535-2104
Susan J. Jones, MS, RN (603) 535-2109
Sandra J. McBournie, BS, MEd, RN (603) 535-2105
Administrative Assistant: Laurie Reed (603) 535-2703

The baccalaureate nursing program at Plymouth State University is a new applicant pursuing initial accreditation by the Commission on Collegiate Nursing Education (<http://www.aacn.nche.edu/ccne-accreditation>). New applicant status is neither a status of accreditation nor a guarantee that accreditation will be granted.

The baccalaureate nursing program at Plymouth State University received initial accreditation by the New Hampshire Board of Nursing in September 2011.

Plymouth State University reserves the right to make changes in curricula, degree requirements, course offerings, and all regulations when in the judgment of the faculty, the Chancellor, the President or the Board of Trustees such changes are in the best interest of the students and the University. The Baccalaureate Nursing Program Faculty reserve the right to review and make recommendations to revise this handbook annually. Should there be significant changes in policies and guidelines, students will be given copies of the changes.

Please note: registration at the University assumes the student's acceptance of all published regulations, including those that appear in this and all other publications.

Note: The PSU Nursing Student Handbook is supplemental to the PSU Academic Catalog

Welcome To Plymouth State Nursing Program!

On behalf of the faculty and staff of the Department of Nursing, I wish to welcome you to Plymouth State University. It is an honor to serve as the founding Director and Chair of this new nursing program. You have made an excellent choice for continuing your education and choosing a discipline that is filled with an array of professional opportunities. Nursing is a profession which delivers great personal and professional rewards blending compassion, caring, scientific knowledge, and technology; often called collectively *the art and science of nursing*. With the patient at the center of your work, you will join nearly 3 million registered nurses who are dedicated to helping others.

We are committed in our mission to provide excellence in nursing education through delivery of a sound curriculum and to provide a supportive and engaging learning environment. The integration of theoretical coursework with clinical applications of nursing skills will provide you with the foundations to practice as a competent professional nurse.

I encourage you to adopt *a spirit of inquiry*, seek new information, ask many questions, and enjoy your educational experience in becoming a baccalaureate prepared nurse.

I wish you every success on your educational journey at Plymouth State University.

You have chosen a most rewarding profession!

Dr. Bantell

Mary D. Bantell, Ed.D., RN
Associate Professor & Director/Chair
Nursing Department
Plymouth State University

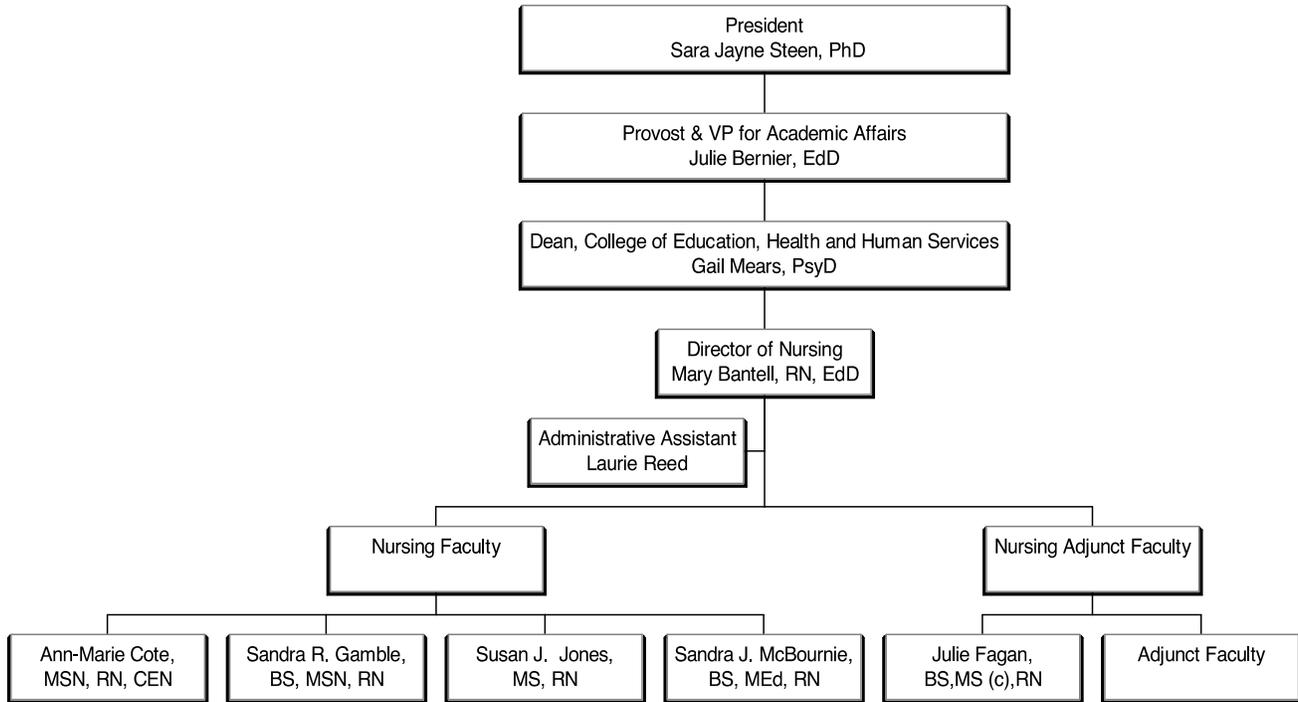
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SECTION I

DEPARTMENT OF NURSING

Organizational Chart



MISSION

The Department of Nursing's mission is to provide nursing curricula that supports excellence in nursing education. We educate future nursing leaders to provide innovative, high quality, accessible nursing care to the geographic regions of Plymouth and beyond. We teach practices that promote the health and well-being of diverse individuals, families, communities, populations, and systems. We graduate competent nurses who make sound clinical judgments, communicate effectively, and make practice decisions using the best evidence available.

VISION

Prepare nurses to deliver patient-centered care as members of an interdisciplinary team, emphasizing teamwork and collaboration, safety, evidence-based practice, quality improvement, and informatics.

NURSING PROGRAM PHILOSOPHY

The Nursing Program derives its philosophy from the mission statement of Plymouth State University *Ut Prosim: That I May Serve*. The faculty believe the purpose of a collegiate undergraduate education is to prepare the professional nurse whose practice is informed by theory and research. The philosophy is further rooted in the competencies defined by the *Nurse of the Future* literature (MA Dept. of Higher Education, 2010) and the American Association of Colleges of Nursing (AACN) Essentials of Baccalaureate Education.

EDUCATIONAL PHILOSOPHY

The PSU Nursing Department provides a supportive learning environment for nursing students in the classroom, clinical arena, and the greater community. The pursuit of a career in the profession of nursing implies a spirit of life-long learning; in that vein, the Nursing Department seeks to partner with students to create a mutual teaching and learning continuum wherein we all learn from each other. This spirit of inquiry is encouraged through discovery of the arts and sciences of nursing, so that students and faculty alike find meaning in their nursing practice, within a framework of mutual respect. The essence of nursing lies in service to people in need; the PSU motto embraces this spirit of service to our community.

END OF PROGRAM OUTCOMES

At the end of the baccalaureate nursing curriculum, graduates will:

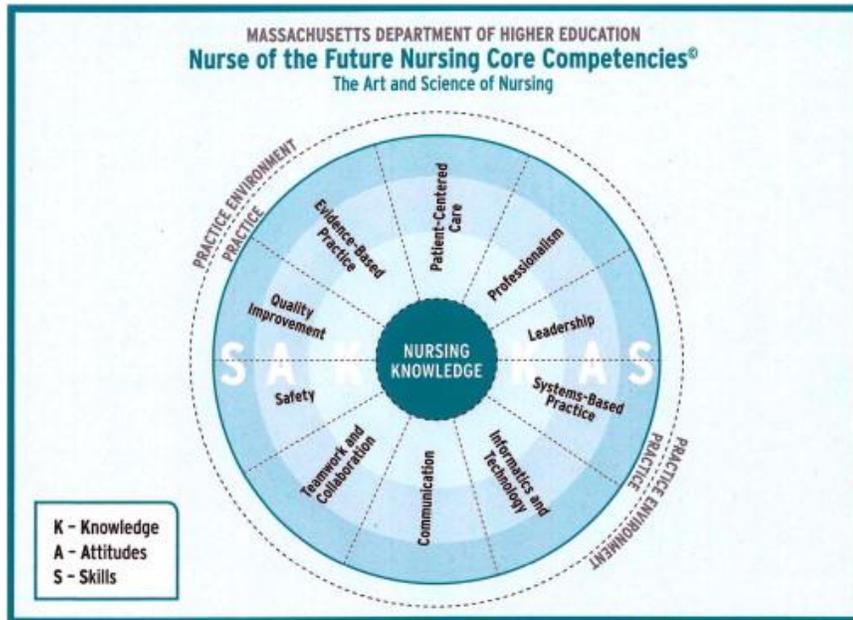
1. Demonstrate accountability for practicing nursing within established moral, legal, ethical, regulatory, and humanistic principles.
2. Demonstrate an awareness of and responsiveness to the larger context and system of health care and the ability to effectively call on system resources to provide care that is of optimal quality and value.
3. Use information and technology to communicate, manage knowledge, mitigate error, and support decision-making.
4. Identify, evaluate, and use the best current evidence coupled with clinical expertise and consideration of patients' preferences, experience and values to make practice decisions.
5. Function effectively within nursing and interdisciplinary teams, fostering open communication, mutual respect, shared decision making, team learning, and development.
6. Minimize risk of harm to patients and providers through both individual performance and system effectiveness.
7. Use data to monitor outcomes and care processes, and use improvement methods to design and test changes to continuously improve the quality and safety of health care.
8. Influence the behavior of individuals or groups of individuals within their environment in a way that will facilitate the establishment and acquisition/achievement of shared goals.
9. Deliver holistic nursing care and advocate for health promotion and disease prevention strategies at the individual, family, community, and global levels.
10. Demonstrate effective communication skills with clients that foster mutual respect and shared decision making to enhance patient satisfaction and health outcomes.

ORGANIZING FRAMEWORK

The organizing framework of the nursing curriculum is derived from the philosophy and rooted in the competencies defined by the *Nurse of the Future*:

- Patient-Centered Care
- Evidence-Based Practice
- Teamwork and Collaboration
- Quality Improvement
- Leadership
- Informatics
- Professionalism
- Communication
- System-based Practice
- Safety

The curriculum of the Department of Nursing reflects these competencies as well as professional nursing standards and guidelines. The curriculum incorporates knowledge and skills of both the standards of the American Nurses Association (Scope and Standards of Practice), the Essentials of Baccalaureate Education in Professional Nursing, AACN, Quality and Safety Education for Nurses, and the Nurse of the Future ©.



Source: Massachusetts Department of Higher Education Nurse of the Future Competency

- Committee (2010) Nurse of the Future Nursing Core Competencies.

The nine **Essentials of Baccalaureate Education** are:

Essential I: Liberal Education for Baccalaureate Generalist Nursing Practice

A solid base in liberal education provides the cornerstone for the practice and education of nurses.

Essential II: Basic Organizational and Systems Leadership for Quality Care and Patient Safety

Knowledge and skills in leadership, quality improvement, and patient safety are necessary to provide high quality health care.

Essential III: Scholarship for Evidence Based Practice

Professional nursing practice is grounded in the translation of current evidence into one's practice.

Essential IV: Information Management and Application of Patient Care Technology

Knowledge and skills in information management and patient care technology are critical in the delivery of quality patient care.

Essential V: Health Care Policy, Finance, and Regulatory Environments

Healthcare policies, including financial and regulatory, directly and indirectly influence the nature and functioning of the healthcare system and thereby are important considerations in professional nursing practice.

Essential VI: Interprofessional Communication and Collaboration for Improving Patient Health Outcomes

Communication and collaboration among healthcare professionals are critical to delivering high quality and safe patient care.

Essential VII: Clinical Prevention and Population Health

Health promotion and disease prevention at the individual and population level are necessary to improve population health and are important components of baccalaureate generalist nursing practice.

Essential VIII: Professionalism and Professional Values

Professionalism and the inherent values of altruism, autonomy, human dignity, integrity, and social justice are fundamental to the discipline of nursing.

Essential IX: Baccalaureate Generalist Nursing Practice

The baccalaureate graduate nurse is prepared to practice with patients, including individuals, families, groups, communities, and populations across the lifespan and across the continuum of healthcare environments. The baccalaureate graduate understands and respects the variations of care, the increased complexity, and the increased use of healthcare resources inherent in caring for patients.

SECTION II

PROGRAM INFORMATION

CURRICULUM REQUIREMENTS

Bachelor of Science in Nursing Curriculum – Pre-Licensure Option

Nursing Prerequisite Courses	Credits
BI 2110 Anatomy & Physiology I	4
BI 2120 Anatomy & Physiology II	4
BI 2140 Microbiology for Nurses	4
BI 2130 Genetics for Nurses	3
HE 3220 Applied Nutrition (or Biochemistry, e.g., for transfer students; however then another TECO would be required)	3
PS 2010 Intro to General Psychology	3
PS 2050 Life-Span Developmental Psych	3
MA 2300 Statistics	3
Total Prerequisites Credits	27
Required Nursing Courses	
WINTERIM	
NR 3010 Intro to Professional Nursing	2
SPRING	
NR 3020 Intro to Patient-Centered Care	3
NR 3030 Pharmacology and Pathophysiology	3
NR 3040 Professional Issues	3
NR 3050 Clinical Application of Patient-Centered Care	4
SUMMER	
NR 3060 Evidence-Based Practice in Medical Surgical Nursing	3
NR 3065 Evidence-Based Practice in Psychiatric Mental Health Nursing	3
NR 3070 Health and Wellness of Older Adults	3
NR 3090 Clinical Evidence-Based Practice	4
FALL	
NR 4010 Teamwork and Collaborative Care	3
NR 4020 Community Care of Aggregates	3
NR 4030 Specialty Nursing Practice	3
NR 4040 Clinical Applications in Specialty Settings	4
SPRING	
NR 4050 Nursing Leadership	3
NR 4060 Research Process and Evidence-Based Practice	3
NR 4035 Quality and Informatics in Healthcare Systems	3
NR 4080 Leadership and Quality Improvement in Clinical Settings	6
Total Nursing Credits	56
General Education	
EN 1200 Composition	3
IS 1111 The First Year Seminar *Transfer students entering 24 + credits excused from IS 1111	3
MA Math Foundation (Statistics required) see above	
CTDI Creative Thought Direction	3
CTDI Creative Thought Direction	3
PPDI Past and Present Direction	3
PPDI Past and Present Direction	3
SSDI Self and Society Direction	3
SSDI Self and Society Direction	3
Total General Education credits	24
Electives	13
Total Program Credits	120

Bachelor of Science in Nursing Curriculum - RN Completion Option

Required Nursing Prerequisite Courses	Credits
BI 2110 Anatomy & Physiology I	4
BI 2120 Anatomy & Physiology II	4
BI 2140 Microbiology for Nurses	4
BI 2130 Genetics for Nurses (recommended not required)	3
HE 3220 Applied Nutrition (or Biochemistry, e.g., for transfer students; however then another TECO would be required)	3-4
PS 2010 Intro to General Psychology	3
PS 2050 Life-Span Developmental Psych	3
MA 2300 Statistics	3
Total Prerequisites Credits	24/27 with genetics
Required General Education Courses	
EN 1200 Composition	3
IS 1111 The First Year Seminar *Transfer students entering 24 + credits excused from IS 1111	3
MA Math Foundation (Statistics required) see above	
CTDI Creative Thought Direction	3
CTDI Creative Thought Direction	3
PPDI Past and Present Direction	3
PPDI Past and Present Direction	3
SSDI Self and Society Direction	3
SSDI Self and Society Direction	3
Electives	41
Total General Education Credits	65
Required Nursing Courses	
SPRING	
NR 3021 Professional Role Transition	3
NR 3041 Clinical Nursing Practice Updates	3
SUMMER	
NR 3071 Nursing Clinical Decision Making for Healthy Populations	3
NR 3081 Legal, Ethical, and Organizational Foundations of Nursing	3
NR 3110 Healthcare Informatics	3
FALL	
NR 4011 Teamwork and Collaborative Care for RN's	3
NR 4021 Global Health & Population Based Health for RN's	3
NR 4041 Clinical Applications in Specialty Settings for RN's	2
SPRING	
NR 4051 Nursing Leadership for RN's	3
NR 4060 Research Process and Evidence-Based Practice	3
NR 4081 Leadership and Quality Improvement in Clinical Settings for RN's	2
Total Nursing Credits Required	31
Total Program Credits	120

*All RN Completion Program nursing courses will be delivered online. Many other courses are offered online including the general education courses.

- *Students have the option of completing their coursework full-time or part-time. Please note that one of our requirements is that once students begin their nursing courses at PSU [courses with the designation of NR preceding the course number] students have 5 years to complete their degree.
- *Students can enter into our program in any semester.
- *Students can be awarded 3-6 elective credits for current National nursing certifications.

ORGANIZATIONS/COMMITTEES

PSU Student Nurses Association

Student nurses are encouraged to participate in professional nursing organizations and activities. The Student Nurses Association (SNA) is open to all students in programs leading to initial licensure as a registered nurse. All Student Nurses Association members must maintain a cumulative grade point average of 2.50. All Members must be matriculated to either the Bachelor of Science in Nursing or Registered Nurse to Bachelor of Science in Nursing programs at Plymouth State University. Membership meetings will be held on the second Friday of every month, excluding finals weeks, during the nursing students' academic year. Time and location of membership meetings will be determined by the Executive Board. An Executive Board member's term shall last from the second Friday in April to the second Friday in April of the following year. At each annual March meeting of the Student Nurses Association, new executive board members will be elected

Department of Nursing Committee Responsibilities/Class Representatives

Students are selected by the SNA membership at the first SNA meeting of the academic year, to serve as the class representative(s) to participate in Department of Nursing meetings.

Plymouth State University Honor Society of Nursing

The PSU Nursing Honor Society is modeled after the Sigma Theta Tau (STT) International Nursing Honor Society. The purpose of the PSU Nursing Honor Society is to recognize graduating nursing students for outstanding clinical and academic achievement during their time at PSU. Admission to the Honor Society will be based on the following criteria.

- Qualifying students must have a final GPA of at least 3.3.
- Qualifying students must meet all of the Department and University expectations for comportment.
- Qualifying students must have evidence of the use of Scholarship in Nursing.
- Qualifying students must show evidence of leadership and teamwork.
- Qualifying students must rank in the top 30% of their graduating class, which is consistent with the STT guidelines.

STUDENT AWARDS

The Academic Excellence Award is awarded to a pre-licensure graduating student and an RN graduating student each with the highest over-all GPA.

The Clinical Excellence Award is presented to a pre-licensure student who:

- establishes caring interpersonal relationships with clients.
- functions as a client advocate in clinical interventions.

- displays a knowledge base necessary for strong critical thinking behaviors in client interactions.
- displays creativity during clinical experiences.
- exhibits a high degree of clinical accountability and responsibility.
- provides clinical role modeling behaviors for peers.
- possesses strong communication skills in the clinical setting.
- exhibits leadership skills in peer and community relations.

The Nurse of the Future Award is awarded to a pre-licensure graduating student and an RN graduating student and is presented to a student who demonstrates the following:

- exemplary knowledge, skills, and attitudes as they relate to all of the nurse of the future competencies, but in particular leadership.
- strong leadership skills that can influence future nursing workforce force initiatives. These may include service in leadership capacities in the Student Nurses Association; service on Department and University committees; community activities; leadership, support, and sharing of special expertise with student peers, or other activities that represent service and commitment to the betterment of society and their chosen profession.

The Director's Award is awarded to either a pre-licensure graduating student and/or and RN graduating student. The Director will select this student with input from the faculty. This student will:

- exemplify outstanding academic and professional achievement.
- be a senior student anticipating completion of degree requirements.
- have outstanding overall academic and clinical achievement.
- exhibit leadership in pre-professional (e.g., leadership in the Student Nurses Association; service on department or college committees; community activities) or professional activities (in the case of RN students, New Hampshire Nurses Association or other nursing specialty activities; nursing service to the community)

SECTION III

POLICIES & PROCEDURES

STUDENT BEHAVIORAL EXPECTATIONS

Nursing students are expected to adhere to all Plymouth State University conduct guidelines as presented in the PSU Student Handbook: <https://www.plymouth.edu/office/student-life/psu-student-handbook/handbook/>

PSU Department of nursing endorses a culture of civility and respect and expects students to display civil and professional behaviors at all times. Student behaviors and/or performance should promote a healthy environment and not present a danger (or reasonable assumption of danger) to a student/person/client/patient or jeopardize the license of a faculty or individual working with the student.

Students should understand that their behavior in and out of the classroom will have positive and negative consequences for themselves and others. Students have a responsibility to:

- take learning seriously: attend class, be prepared, participate in discussions, ask questions, and get assignments done on time
- treat faculty, staff, and fellow students with respect
- contribute to the enrichment of the University and the larger community
- protect and preserve property belonging to others and the College
- be aware of how lifestyle choices affect academic success and personal growth
- be knowledgeable of and comply with the University policies as outlined in the Student Handbook, University Catalog, and course syllabi

To ensure that all students have access to the rights listed above, each student must honor his/her responsibilities and modify behavior to be in compliance with the above stated expectations as requested by the institution or members of this learning community.

Student Code of Conduct

Plymouth State University Department of Nursing regards students as adults and expects them to accept responsibility for their behavior, whether acting individually or in a group. Students are expected to be considerate of the rights of others and conduct themselves in a manner that is consistent with the values embraced by the University and reflected in its various policies, contracts, rules, and regulations. For information regarding student conduct please refer to: <http://plymouth.edu/office/student-life/psu-student-handbook/handbook/>.

INCLEMENT WEATHER POLICY

In case of inclement weather, decisions about canceling or delaying classes may be made.

- If classes are cancelled according to the PSU main website, then classes or clinical practica will be cancelled.
- If classes are delayed according to the PSU main website, then classes or clinical practica will be delayed according to that schedule.
- If school is cancelled or delayed in the town that a clinical practicum is located, then the practicum

shall also be cancelled or delayed. Faculty reserve the right to cancel a clinical practica if a delay would interfere with the clinical experience.

- In the case that students anticipate leaving for a clinical practica prior to an official announcement from PSU, the clinical instructor shall contact the students regarding cancellation of the practica if necessary.

Often nursing students are traveling, or preparing to travel to clinical practica, before inclement weather announcements are made. If a student perceives that the weather situation poses a threat to their personal safety, the student has the right to determine that travel is unsafe. If a clinical day is missed, the need to make-up the clinical time will be determined on a case-by-case basis by nursing faculty.

CORE PERFORMANCE STANDARDS AND FUNCTIONAL ABILITIES FOR ADMISSION TO AND IN THE NURSING PROGRAM

All applicants and continuing students must meet the core performance standards and functional abilities.

Standard 1. CRITICAL THINKING AND RELATED MENTAL ABILITIES: Must have critical thinking ability sufficient for clinical judgment. Examples of necessary functional abilities associated with this standard include (not an all-inclusive list): Has the ability to interpret, investigate, communicate, and comprehend complex situations; identify cause and effect relative to clinical situations; ability to make decisions and assess situations under varying degrees of stress; must be able to read and comprehend detailed charts, reports, journal articles, books, etc.; capable of performing all arithmetic functions (addition, subtraction, multiplication, division, ratios, and simple algebraic equations).

Standard 2. COMMUNICATION AND INTERPERSONAL ABILITIES: Must be able to read, write, speak and comprehend English with sufficient skill to communicate effectively verbally and nonverbally. Must have interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds. Examples of necessary functional abilities associated with the standard include (not all-inclusive): Has the ability to establish rapport with clients and their families, peers, agency personnel, and faculty; explain treatment procedures; initiate health teaching; and document and interpret nursing actions and client responses.

Standard 3. PHYSICAL ACTIVITIES: Must have physical abilities sufficient to move from room to room and maneuver in small spaces and gross and fine motor abilities sufficient to provide safe and effective nursing care. Examples of necessary functional abilities associated with the standard include (not all-inclusive): able to move around in client's room, work spaces, treatment areas and administer CPR; calibrate and use equipment; position and transfer clients; capable of lifting up to 50 pounds independently; capable of pushing up to 200 pounds independently; capable of reaching 18 inches above head without the use of mechanical devices to elevate themselves; capable of sitting, standing, walking for extended periods of time; experience no limitations when bending, stooping, sitting, standing, walking (i.e., uses no mechanical devices to assist themselves which would impede the safety of a client); ability to move to and respond to an emergency situation in a timely manner; and able to document in a clear legible manner.

Standard 4. HEARING: Auditory ability sufficient to monitor and assess health needs. Examples of necessary functional abilities associated with this standard include (not all-inclusive): Able to hear auscultator sounds, monitor alarms, and emergency signals; able to hear soft whispers of clients and families; able to tolerate loud noise for extended periods of time. Assistive devices must correct hearing to this degree and must be worn at all times during clinical practica.

Standard 5. VISUAL: Must have the visual ability sufficient for observation, assessment, and intervention necessary for nursing care. Examples of necessary functional abilities associated with this standard include (not all-inclusive): Observe client responses, accurately read equipment, gauges, and monitors; vision correctable to 20/40, normal depth perception, and ability to distinguish colors; and ability to tolerate offensive visual situations.

Standard 6. SMELL: Smelling ability sufficient to monitor and assess health needs. Examples of necessary functional abilities associated with this standard include (not-all inclusive): Have ability to differentiate

between various types of smells and odors, and ability to tolerate offensive odors.

ADVISEMENT POLICY

The responsibility for completion of requirements for the degree lies with the student. Students and their nursing advisor are responsible for evaluating progress toward the degree and for interpreting and applying major requirements. Each semester, students must be advised prior to registration. During the advising session, the student and nursing faculty advisor shall agree upon a planned schedule of courses to promote N and completion of the nursing degree in a timely manner. At that time, the student will also be given their personal PIN needed for course registration. For additional information about advisement policies, please refer to the PSU website: <https://www.plymouth.edu/office/undergraduate-advising/for-students/>.

PROGRESSION/READMISSION POLICY

Nursing Course Grading Policy:

Students **must** obtain a final grade of a B- or higher in all nursing (NR) theory courses and earn a PASS in all clinical nursing (NR) courses to progress to the next level of nursing courses.

Nursing Department Grading Criteria for all nursing (NR) theory courses is as follows:

Letter Grade	Numeric Grade	Letter Grade	Numeric Grade
A	94-100	C	73-75
A-	90-93	C-	70-72
B+	86-89	D+	66-69
B	83-85	D	63-65
B-	80-82	D-	60-62
C+	76-79	F	59 and below

Student Progression:

1. Students must achieve a grade of B- or higher in all nursing (NR) theory courses and a PASS in all nursing (NR) clinical courses to progress in the program.
2. Students who fail to achieve a minimum grade of B- in any nursing theory course, or receive a Non-Pass in a clinical/lab course may not progress until the course is successfully repeated.
3. Students must complete the program of all required nursing courses within five years of commencing nursing (NR) courses, (barring significant extenuating circumstances such as medical issues, family issues, etc).

Readmission:

1. Students who have not progressed in the nursing program may apply for readmission as follows:
 - a. Submit in writing to the department chair a request to be readmitted to the nursing program.

- b. The letter should include:
 - i. Reasons the student believes he/she was not able to progress in the program including contributing factors and barriers.
 - ii. Action plan for student success if he/she is readmitted to the program.
 - c. Upon receipt of the student's readmission request, the nursing department faculty will review the request and the student's Action Plan for appropriateness with the following possible outcomes:
 - i. Action Plan is accepted by the faculty and student is re-admitted to the program.
 - ii. Action Plan is reviewed and student is requested to appear for an interview with faculty. Revision of the Action Plan may be advised. Readmission may be contingent on student acceptance of an Action Plan which includes components that are deemed necessary for student success.
 - iii. Action plan is denied by the faculty and the student is denied readmission to the program.
4. Readmission to the Nursing Program is dependent on space availability in the cohort.
 5. A failed course must be successfully repeated **before** enrolling in any subsequent clinical nursing course and/or practicum.
 6. Students who are granted readmission and subsequently fail to progress in the program will be permanently dismissed from the Nursing Program.
 7. A student reapplying to the Nursing Program may additionally need to reapply to the University. Please see University readmission policies found in the Academic Catalog.

ATTENDANCE POLICY

Nursing students are required to adhere to University attendance policies.

<https://www.plymouth.edu/undergraduate/.../Class-Attendance-Policy.pdf>

Class Attendance: Class attendance is expected for all Plymouth State University Nursing theory classes. It is at the discretion of each faculty member to enforce the class attendance policy as stated in individual course syllabi.

Clinical Absence Policy:

It is expected that students will be present at all scheduled clinical experiences. Clinical competencies and course objectives are achieved through clinical learning. However, the faculty recognizes that reasonable accommodation must be made for excused absences.

Therefore, each clinical faculty member may determine on an individual basis what, if any, alternative learning experiences may substitute for absences. Missing more than two (2) clinical days due to illness places the student in jeopardy of failing the clinical course. Make-up of clinical absences will be addressed on an

individual basis by the clinical faculty member in collaboration with the student's adviser as needed.

ASSIGNMENT/EXAM POLICY

Late Assignments:

Assignments and presentations for class, laboratory, and clinical courses are due by the assigned deadlines as stated in the course schedules of the course syllabi. Any exception to the due date must be approved in advance by the faculty.

Examinations:

Examinations, if given, will only be administered on the dates and times scheduled in the course syllabi. In the event of extenuating circumstances, make-up exams must be approved in advanced by the course faculty. Students who miss an exam are at risk for receiving a zero for that exam.

Question Challenge Form:

1. **Rationale:** In order to ensure consistency in follow-up on concerns that students have about certain test questions, the faculty has adopted this form.
2. **Process:**
 - Students with a test question challenge must submit the challenge form to the faculty member who administered the exam within three (3) days of grades being posted on Moodle. **Submissions after that will not be considered.**
 - The concerned student must identify which ever resource contains the answer they chose and place this information in the appropriate section of the form, by providing the title of the resource and the page or slide number where the faculty can verify the information.
 - Each question challenge must be placed on a separate form.
 - Only one student may affix their name to each form. In other words if more than one student wants to challenge a question each must submit a form.
 - Faculty will not discuss the question challenge with any student without the form being completed and submitted according to these guidelines.
 - The faculty has three (3) days to respond to the challenge.
 - Should the challenge lead to a change of the answer the faculty will review the exam report and all students will be credited the points if they selected the same answer.
 - Forms are available in each Moodle site for nursing courses.

UNIVERSITY POLICY

Student should refer to the PSU Academic Catalog pertaining to Academic Integrity requirements, Fair Grading, and Grade Appeals and FERPA Student Right to Privacy policies.

<http://www.plymouth.edu/academics/files/2011/07/2011-2012AcademicCatalog.pdf>

Successful Completion and Graduation Requirements:

<http://www.plymouth.edu/academics/files/2011/07/2011-2012AcademicCatalog.pdf> pages 54.

CLINICAL PRACTICUM NURSING REQUIREMENTS POLICY

Students incur the costs associate with clinical requirements. The following must be submitted to the Nursing Department by September 15 of the semester prior to starting NR 3010:

Proof of CPR Certification

Before beginning clinical in a health care agency, every student is required to have current **Basic Life Support for the Healthcare Provider (American Heart Association) or Professional Rescuer CPR (Red Cross)** certification. The certification must be current for the entire time that the student is registered and attending clinical courses.

Proof of Physical Exam within one calendar year.

Proof of Health Insurance

Personal health insurance is required for all nursing students.

Proof of Immunizations and Vaccines*

Students are required to submit proof of the following:

- ✓ TB/PPD (2 step) within a year prior to the student's participation in the clinical experience or, for those students with a history of a positive TB test, a recent chest x-ray;
- ✓ German Measles: Rubella: Proof of 2 documented MMR vaccinations-(only 1 MMR if born before 1957) or immune status documented by titer;
- ✓ Measles: Rubeola : Proof of 2 documented MMR vaccinations (only 1 MMR if born before 1957) or immune status documented by titer;
- ✓ Mumps: Proof of 2 documented MMR vaccinations (only 1 MMR if born before 1957) or immune status documented by titer;
- ✓ Chicken Pox: Proof of 2 documented Varicella vaccinations or immune status documented by titer or documentation by PCP of having chickenpox;
- ✓ Hepatitis B: Proof of 3 documented Hepatitis B vaccines or immune status documented by titer. Students who do not take the Hepatitis B vaccine are required to sign a waiver.
- ✓ Twinrix vaccination may be substituted for documentation of Hepatitis A & B immunization status
- ✓ Diphtheria/Pertussis/Tetanus (DPT): Please provide documentation of most recent

Diphtheria/Pertussis/Tetanus Booster or Tdap Vaccination. If you have received a tetanus immunization within the last two years you will not need to receive this immunization. If your tetanus booster is over two years old, you must receive this booster.

- ✓ Influenza Vaccine: Proof of Seasonal Influenza Vaccination or Refusal Form Signed (If vaccination refused you will be required to wear a mask while providing direct patient care throughout the flu season which generally runs October to March)
- ✓ A yearly TB test is required and is available at the PSU Health Services. Students are required to have follow-up care if the TB test results are positive. Students are also required to have a Varicella titer, Rubella (German measles) titer, and Rubeola (Red measles) titer at the beginning of the program. Once titers are documented, they do not have to be repeated.
- ✓ 6-panel medical/professional drug screen.

*Hepatitis B series, TB/PPD, Tetanus, and flu vaccine can be obtained at PSU Health Services Center on Merrill Street. Please call for an appointment (603) 535-52350.

Background Review:

1. **Purpose:** The Nursing Program is committed to providing the public with nurses and nursing students who demonstrate personal and professional behaviors consistent with the standards of the nursing profession. The purpose of nursing licensure is to safeguard life, health, and the public welfare of the people of this state. In order to protect the people of the State of New Hampshire from the unauthorized, unqualified, and improper application of services of individuals in the practice of nursing, a criminal background check on all nursing students and any nurse not licensed by the State of New Hampshire is required. The student is responsible for the payment required for the review.
2. **Scope:** This policy applies to all pre-licensure undergraduate students.
3. **Policy:** Satisfactory (no results) results of a background review are required to progress in the nursing program.

Refusal to provide consent for investigation will result in exclusion from nursing courses and termination from the nursing major. Background review information released to the Nursing Program will be used only for purposes of assisting in making decisions about continued matriculation in the nursing major. Certain convictions may be considered a disqualifying factor for continuation in the nursing major.

- If a background review includes information that the student claims is untrue or inaccurate, these concerns or issues must be addressed by the student to the Bureau of Criminal Identification for resolution.
- Students have an obligation to report any criminal conviction to the Director of Nursing within five (5) days of its occurrence. Failure to notify the Director may result in dismissal from the program.
- The Director of Nursing will review the results of all background reviews. If adverse information deemed to be relevant to the applicant's suitability for nursing student status is obtained, the Director of Nursing will notify the student in writing.
- The student will have fourteen (14) days to respond to the information either in writing or, if appropriate, by meeting with the Director of Nursing.
- If a student is disciplined through the PSU Judicial System, the student must notify the program chair within five (5) days.
- Background reviews are non-transferrable.

- Convictions: The existence of a conviction does not automatically terminate an individual from the nursing major. Relevant considerations may include, but are not limited to: the date, nature and number of convictions; the relationship the conviction bears to the duties and responsibilities of nursing; and successful efforts toward rehabilitation. Students who do not disclose criminal convictions on the Plymouth State University Common application and have a positive background review may not progress in the nursing program. Failure to disclose is done at the students own risk.
- Individuals who have been convicted of a felony or misdemeanor crime or have a pending criminal case must meet eligibility requirements for affiliating clinical facilities. This can be a lengthy process, so students need to begin this process early. Students must also meet the New Hampshire Board of Nursing requirements for licensure eligibility (see NH Board of Nursing web site). Progression and mandatory clinical placements in the nursing program may be contingent on a satisfactory (no result) background review. Clinical agencies may independently perform background reviews on students awaiting placement and do not have to accept a student with an unsatisfactory background review. In addition, clinical agencies may refuse students with certain convictions on their record. The nursing program will **not** secure alternate clinical placements for students who cannot be placed in an agency related to an unsatisfactory background review.

Other Clinical Requirements:

Orientation

Students must meet all annual agency Occupational Safety and Health Administration (OSHA) and Health Insurance Portability and Accountability Act (HIPAA) requirements. These include patient confidentiality, fire, safety, hazardous materials, and infections. A completed health form from the clinical agency may also be required. Most clinical agencies will require students to complete an agency-specific HIPAA and/or OSHA tests as well as other orientation requirements. Students will be responsible for submitting all required clinical documentation by the date specified by the course Clinical Coordinator or his/her designee, each term. Much of this documentation will be done through the Central Clinical Placement Program (CCP). Students will be instructed in the procedures for completing required documentation each term.

Transportation To Clinical Experiences

Students are expected to provide their own transportation for all clinical experiences to assume all costs there in incurred.

Liability Insurance

Students are covered for clinical experiences by the University; however, it is strongly recommended that registered nursing students carry their own liability and malpractice insurance.

SUBSTANCE USE/ABUSE POLICY

Drug Screening: To be in compliance with the University's contractual agreement with clinical agencies, students may be screened for substance abuse prior to engaging in any clinical activity, or at any time deemed necessary by the Director of the Nursing Program.

Requirements

A. Drug and Alcohol Prescriptions and Duty to Notify of Drug/Alcohol Convictions

1. Substance use or abuse while engaged in any clinical experience is strictly prohibited. All students enrolled in the Department of Nursing courses or programs are required to abide by this rule when reporting to nursing-related courses and clinical experiences and while at affiliating clinical agencies (including parking lots and grounds).
2. A violation by any nursing student of any state or federal statute, or regulation established pursuant to such statute, pertaining to the manufacture, improper possession, sale, use, or distribution of a drug or alcohol is strictly prohibited. Such violation, if substantiated, will result in the student's dismissal from the Department of Nursing. A nursing student who fails to notify the Director of the Department of Nursing within five (5) days of a legal conviction for any such violation may be subject to dismissal from the Department of Nursing.
3. Nursing students determined by appropriate Department of Nursing officials to have violated these prescriptions may be dismissed from the Department of Nursing.

B. Required Disclosure of Drug Use/Non-Use for Students Program

1. Whenever a nursing student's academic or clinical performance is considered to be impaired, the University reserves the right to require the student to submit to drug testing.
2. Failure to provide the above required information, past legal convictions for activities related to illegal or legally controlled substances, and/or information or evidence that reasonably establishes a past pattern of chemical substance abuse will be grounds for dismissal from the program. However, prior convictions related to chemical substances will be considered along with all other information pertaining to the individual, and will not produce automatic dismissal from the program. Discovery that false or fraudulent or misleading information was provided prior to matriculation will be grounds for dismissal from the program.

C. Student's Agreement to Submit to Drug Testing by Affiliating Clinical Agencies and to Consent to Release of Test Results to University Officials

1. For all affiliating clinical agencies that require nursing students to be subject to the agency's drug/alcohol testing policies, the student may be tested in accordance with the affiliating agency's policies.
2. Prior to being assigned to an affiliating clinical agency and as a pre-requisite for placement at any affiliating clinical agency, the nursing student shall a) submit to any drug/alcohol testing required by the affiliating clinical agency; and b) to release a copy of any and all drug/alcohol test results to the Department of Nursing Director. Failure to do so shall be grounds for non-placement at an affiliating clinical agency and may result in dismissal from the program.
3. The cost of all drug/alcohol testing required by affiliating clinical agencies shall be borne by

the student or affiliating clinical agency, as determined by the affiliating clinical agency. Neither the University nor the Department of Nursing, or any of its officers or employees, shall absorb drug/alcohol testing costs arising out of any nursing student's placement at an affiliating clinical agency.

4. A positive substance abuse test shall result in delayed progression in the program on the basis that the student is not able to meet the course objectives for classroom and/or clinical experiences. In addition, the student will be reported to the Dean of Students in accord with University policy. The Director of the Department of Nursing will notify a student who has a positive drug test.
5. If a student tests positive for a prescribed drug, however, the person must obtain a written statement from a qualified physician stating that the drug level is within prescribed limits and that the level does not indicate abuse. The physician must indicate that the drug will not interfere with safe practice in the clinical area.
6. A student's failure to submit to a required drug screen, or attempting to tamper with, contaminate, or switch a sample will result in the student being dismissed from the program.

D. Student Self Disclosure of Prohibited Substance Use

A student who self-identifies use of a prohibited substance or alcohol or drug abuse, and is requesting help to deal with the problem should contact the Director of the Department of Nursing. The Director will institute the drug testing procedure. The cost of all drug/alcohol testing required by the Department of Nursing shall be borne by the student.

A student who has a positive test for prohibited substances will be denied progression in the nursing program and the student's name and test results will be sent to the Dean of Students at PSU. The student will comply with all subsequent University policies and procedures (see PSU Student Handbook).

F. Confidentiality

All drug testing results will be treated by the Department of Nursing as information that is received in confidence and shall not be disclosed to third parties unless: disclosure is required by law; the information is needed by appropriate school officials to perform their job functions; disclosure is needed to override public health and safety concerns; or the student has consented in writing to the release of the information. The Department and the University shall have the right to use and disclose the results of drug testing required by this policy in connection with internal academic purposes, and in connection with the defense of any student grievance and any claims filed by a student, or by his/her personal representative, in any court of law or with any state or federal administrative agency.

Suspected Impairment: This policy describes the procedure to follow if impairment is suspected or evidenced in the clinical or resource laboratory setting or if the student tests positive in a pre-entrance or

random drug screen. Impairment of a health care professional is the inability or impending inability to practice according to accepted standards as a result of substance use, abuse, or dependency.

Procedure

- **Faculty will document student's performance using the Unusual Occurrence Form.**
- Faculty will inform the Director immediately.
- **Faculty will inform the student for the reason(s) that she/he be removed from patient care.**
- **If the student smells of alcohol or drug abuse is suspected, a random drug screening will be performed. Failure to consent to a drug or alcohol test will result in immediate suspension from the nursing program and can result in dismissal from the program.**
-
- The student must arrange for alternate transportation from the clinical agency.
- **The student is responsible for all expenses incurred.**
- The student and the Director will meet to review the incident within three (3) business days.
- The Director may seek input from campus personnel such as the VPAA, LADAC, and Criminal Justice Department Head or others as needed.
- If test results are positive, the student may be suspended or dismissed the nursing program.
- The student will be referred to the PSU Nursing Student Handbook for judicial policy/grievance procedures.

Procedures for Readmission after Positive Drug Test

A. Readmission Prerequisites

A student who is denied progression in the Department of Nursing due to a positive drug test may be considered for readmission if the following conditions are met*:

1. Submission of a verifiable letter from a recognized drug treatment agency stating that the student has successfully completed a substance abuse program.
2. Submission to a drug test prior to readmission. This drug test will be at the student's expense. A positive drug test will result in ineligibility for readmission.
3. Submission to drug tests as requested by the Director of Nursing or clinical agencies after readmission, as deemed appropriate by either.

*Other conditions for readmission may be required and are dependent on the situation.

B. Incidence of Reoccurrence after Readmission

A student who is readmitted to the nursing program and thereafter tests positive for any drug/alcohol test or is otherwise determined to have engaged in substance abuse as defined herein will be permanently dismissed from the program and will be ineligible for readmission. Furthermore, the student will be ineligible to receive a letter of good standing from the nursing program.

C. Appeal Process

A nursing student may appeal the Department decision to dismiss or not readmit a student through the established University Grievance Procedure.

PROFESSIONAL APPEARANCE POLICY

Personal appearance is a critical factor in the professional image of a baccalaureate nurse. The approved student uniform is versatile to meet the appropriate requirements of clinical facilities. Unless otherwise stated, students are required to wear the official uniform while in the clinical area. The uniform which be obtained from the PSU bookstore.

Requirements for both men and women:

Uniform: Green scrub top and green scrub pants. Embroidery will be on the front of the top.

- A white laboratory coat or jacket may be worn with the uniform. The lab coat is for protection of the scrubs when the student is off the clinical unit, or when the student is performing invasive patient procedures. Students may wear a plain white or black shirt under their scrub top. Clothing must be clean and free of stains, rips, or wrinkles.
- **Hair:** Must be clean, neat, and pulled back off the collar.
- **Facial Hair:** Beards and mustaches must be clean, neat, short and neatly trimmed. Male students without full beards must be neatly shaven when in the clinical area.
- **Jewelry:** singular, small non-dangling earrings are acceptable in each earlobe. No other visible piercings **are allowed** in the clinical area; no bracelets. Wedding rings are allowed or a single plain band.
- **Tattoos:** generally visible tattoos are not considered professional and should be covered if possible.
- **Fingernails:** should be short, with no artificial nails, no tips, and no polish.
- **No colognes or perfumes are allowed.**
- **Shoes and socks:** Plain white clean and polished professional, leather shoes (no canvas) with closed toe and heel.

Student Identification in Clinical:

PSU or Clinical Agency Photo ID (where required) must be worn any time a student is functioning as a student in places other than Plymouth State University.

Equipment For Clinical Experiences

Students are required to have the following items: Stethoscope (with bell and diaphragm), nursing scissors, penlight, black ink pen, and wristwatch with a second hand. These items may be purchased at PSU Bookstore.

CONFIDENTIALITY POLICY

Students will be providing nursing care to clients in health care agencies and in the community. Because the law protects client information, students are to maintain the confidentiality of all clients. For clinical agencies students will be asked to sign agency specific confidentiality forms. No information with patient identifiers should ever leave the clinical agency in written or verbal form. A breach in patient confidentiality may result in failure of the course and dismissal from the program.

In order to document care using computerized systems in health care facilities, student social security numbers may be released to an authorized individual.

POSITION ON UNSAFE PRACTICE IN CLINICAL POLICY

The PSU Nursing Program adheres to the State of New Hampshire Nurse Practice Act and its rules, regulations and sanctions. Although they are not licensed, when nursing students practice in the clinical setting, they do so in accordance with the rules and regulations that pertain to registered nurses under the Nurse Practice Act (RSA 326-B). Because clinical teaching is considered a form of practice, faculty remain subject to these rules and regulations.

Clinical nursing faculty have the responsibility of determining when a student can practice at a safe level and when a student is unable to function at a safe level in the clinical area. If the instructor determines that a student is unsafe to practice, the instructor has the obligation to remove the student from clinical practice. Depending on the nature of the safety issue, the student may be asked to leave the clinical site. Dismissal for the remainder of the course results in a failing grade for the course, as does any failure to meet course objectives.

Safety violations include, but are not restricted to misconduct, dishonesty, and failure to maintain one's self in an alert and sober manner and not impaired by drugs or alcohol. The consequences of unsafe behavior are determined by the nature of the behavior exhibited and the situation in which it occurs.

If alcohol or other drugs are suspected by the faculty and/or have the potential or have led to unsafe practice by the student, the Substance Use/Abuse Policy will be applied.

If it is deemed that a student has practiced in the clinical environment in an unsafe manner the faculty:

- Will complete an Unusual Occurrence;
- May dismiss the student from clinical;
- Will, within 24 hours of any incident requiring the dismissal of the student from a clinical setting, contact the Nursing Department Director;
- Will schedule a conference with the student, the clinical instructor, and the Nursing Department Director, within 48 hours of the incident.

The student will have the opportunity to explain or defend the unsafe behavior and an appropriate plan will be developed.

Repeated unsafe behaviors or failure to correct an unsafe behavior may result in dismissal from the program.

The Nursing Program has both the right and responsibility to dismiss from the program any student whose health, conduct or academic standing make it unsafe for that student to remain in a nursing course or the nursing major.

Other Student Occurrences:

In the event that a student becomes ill or injured in the clinical setting, it is expected that the faculty will submit in writing within 24 hours to the department of nursing director a description of the incident using the Unusual Occurrence Report Form. Included in the report should be the name of the student, agency and unit,

date, and time incident occurred, and details of situation including description of student's symptoms, behavior and/or injury sustained and treatment received. A statement of follow-up care should be included when appropriate. After review by the nursing director, a copy of the incident should be submitted to the student's faculty adviser, who will place the document in the student's file.

In the event an incident occurs in a precepted clinical experience, the student or preceptor should notify the faculty within 8 hours; clinical faculty has 24 hours to respond and consult.

RISK FOR BODY FLUID EXPOSURE POLICY

Because of the direct involvement with patients, all nurses and nursing students are at risk for exposure to body fluids, which may be infected with Hepatitis B, HIV, or other infectious diseases. In the event that a student is exposed to body fluids in the clinical setting, the following steps should be followed:

1. Initiate the antiseptic/emergency procedures following exposure.
2. Notify the faculty and/or preceptor immediately.
3. Initiate the agency protocol for exposure.
4. Consider post-exposure prophylaxis as defined by Centers for Disease Control (CDC).

The faculty must document the clinical incident using the "Unusual Occurrence Report Form" and submit to the director of the department of nursing.

The student is responsible for all costs incurred as a result of the exposure incident.

CELLULAR PHONES AND PAGERS POLICY

Students with cellular phones and/or beepers are to turn them off or to silent mode during class and during any clinical practica, whether on campus, in the hospital, or in community-based learning experiences. Texting during class or clinical sessions is inappropriate and unacceptable.

ASSESSMENT TECHNOLOGIES INSTITUTE (ATI) POLICY Pre-Licensure Nursing Students ONLY

What is ATI?

Assessment Technologies Institute (ATI) offers an assessment-based review program designed increase student pass rates on the nursing licensing exam, NCLEX-RN®. Plymouth State University Nursing Program integrates ATI as a comprehensive assessment and review program for Pre-licensure nursing students.

The comprehensive ATI program offers multiple assessments and remediation activities. These include assessment indicators for academic success, critical thinking, learning styles, online skills modules, online practice testing, Review Modules (books), and proctored testing over the major content areas in nursing. These ATI tools, in combination with the nursing program content, assist students to prepare more efficiently, as well as increase confidence and familiarity with nursing content. ATI information and resources are available by visiting their website at www.atitesting.com

ATI Testing & Remediation

Faculty Responsibility:

- Coordinate scheduling of computer-administered proctored assessments;
- Convey via course syllabi ATI assignments, testing schedule, and plans for remediation if necessary;
- Assure each student has online access to ATI;
- Distribute soft cover review books to students;
- Assign an appropriate remediation plan to students who receive a *Proficiency Level* of 1 or below.

Student Responsibility:

Students will complete ATI assignments, testing and remediation as assigned. Completion of the designated ATI examination(s) and remediation (if needed) is a course requirement. See table below for the tutorial, practice, and testing schedule. Specific dates and times conveying due dates and proctored exam dates will be included in the respective course syllabi.

ATI Tutorial, Practice Assessment & Proctored Testing Schedule* (See Syllabi for Specific Dates)			
TERM	TUTORIALS and PRACTICE ASSESSMENTS	REQUIRED PROCTORED TESTING	COURSE
Winterim	Tutorials: <ul style="list-style-type: none"> • Achieve • Getting Started with ATI • Nurse Logic 2.0 • Learning System RN • Intro Practice Module • Dosage and Calculations (all) 		NR3010
Spring	Practice Assessment <ul style="list-style-type: none"> • RN Fundamentals Practice • RN Targeted Medical Surgical Per Syllabus 	<ul style="list-style-type: none"> • Critical Thinking Assessment Entrance • RN Fundamentals of Nursing 	NR 3020
	<ul style="list-style-type: none"> • Pharmacology Made Easy per syllabus Practice Assessment <ul style="list-style-type: none"> • RN Pharmacology Practice • RN Pharmacology (ongoing practice assessment) 		NR3030
		<ul style="list-style-type: none"> • Drug Competency 	NR3050
Summer	Practice Assessment <ul style="list-style-type: none"> • RN Targeted Medical-Surgical per syllabus 	<ul style="list-style-type: none"> • RN Adult Medical Surgical 	NR 3060
	Practice Assessment <ul style="list-style-type: none"> • RN Mental Health Online Practice 	<ul style="list-style-type: none"> • RN Mental Health 	NR 3065
		<ul style="list-style-type: none"> • Drug competency 	NR 3090

Fall	Practice Assessment • RN Community Health Online	• RN Community Health Online	NR4020
	Practice Assessments • RN Nursing Care of Children Online • RN Maternal Newborn	• RN Nursing Care of Children • RN Maternal Newborn	NR4030
		• Drug competency	NR 4040
Spring	Practice Assessment: • RN Nutrition • Nursing Leadership	• RN Nutrition • Critical Thinking Assessment: Exit • RN Comprehensive Predictor Exam* • RN Pharmacology	NR 4050
Post Grad	Live three day review		

*This may be subject to change

Remediation Requirements

Remediation is a process of reviewing content not learned or not correct on the exam. This helps students increase proficiency in areas in which knowledge is lacking. **Remediation is required for proficiency level 1 or below.** The way that remediation occurs may vary for each course. Remediation is mandatory. The student may receive an incomplete or no credit for the remediation assignment if he or she does not remediate according to the instructor's direction. Some remediation strategies may include:

- Online practice test remediation
- Short answer remediation
- Small group review session

***RN Comprehensive Predictor Exam**-The expected minimum level of achievement on the RN Comprehensive Predictor exam is 88% (probability of passing NCLEX-RN®).

Proficiency Level-

Below is a description of what each *Proficiency Level* means:

- *Proficiency Level 3* - indicates a student is likely to **exceed** NCLEX-RN in this content area. Students are encouraged to engage in continuous focused review to maintain and improve their knowledge of this content.
- *Proficiency Level 2* - indicates a student is fairly certain to **meet** NCLEX-RN standards in this content area. Students are encouraged to engage in continuous focused review in order to improve their knowledge of this content.
- *Proficiency Level 1*- indicates a student is likely to **just meet** NCLEX-RN standards in this content area. Students are encouraged to develop and complete a rigorous plan of focused review in order to achieve a firmer grasp of this content.

- **Below Proficiency Level 1- indicates a need for thorough review of this content area.** Students are strongly encouraged to develop and complete an intensive plan for focused review. Students at this level are expected to fully remediate according to the instructor's directions.

Medication Administration (Drug) Competency Exams

Math skills for dosage calculations are a major component in safe preparation and administration of medication as well as educating patients and families on how to correctly measure/dose their medications. They also are an essential element of the academic curriculum and an essential qualification for licensure and to practice as a nurse. A high level of expertise is required as a RN, thus this nursing program will help facilitate the student in meeting these high standards through a semester-to-semester approach of increasingly higher expectations.

Proctored Medication Administration Competency exams are given in spring, summer, and fall semesters. These must be mastered with a score of 96 or better in order to progress in the program and pass medications. Remediation will occur for individuals who do not achieve the minimum grade of 96. Students will have a total of three (3) proctored attempts to achieve the required 96. A who student does not achieve a minimum of a 96 by the third proctored drug calculation exam will be unable to attend clinical, will not progress in the program, and must withdraw.

Final Semester

During the last semester in the nursing program, the Critical Thinking test and a Comprehensive Predictor test are completed; these are very important in preparing for NCLEX-RN, the licensure exam. The Critical Thinking test score will be compared to the score from Semester 1 to note any improvement. The Comprehensive Predictor is a 180-item assessment designed to reflect the content areas of the current NCLEX-RN test plan. This tool provides information about the student's probability of success on NCLEX-RN, as well as detailed information about strengths and weaknesses. Post-graduation participation is provided to assess Readiness for NCLEX. After graduation a three-day live exam review is available and included in the pre paid ATI fees.

SECTION IV

LICENSURE

LICENSURE

Upon successful completion of the pre-licensure option, graduates will be eligible to apply to take the National Council Licensure Examination (NCLEX-RN) for licensure as a Registered Nurse (RN).

Each licensure applicant shall furnish to a State Board of Nursing satisfactory evidence of the following:

- Completion of a course of study in an approved nursing education program.
- Satisfaction of other qualification requirements as the BON may prescribe.

Costs for licensure are the responsibility of the student.

Students applying for licensure in a state **other** than New Hampshire are responsible for obtaining the necessary forms and requirements from that state. Information for licensure throughout the United States can be obtained at <http://www.ncsbn.org/>.

SECTION V

APPENDIX

Appendix A

ANA Code of Ethics for Nurses

1. The nurse, in all professional relationships, practices with compassion and respect for the inherent dignity, worth, and uniqueness of every individual, unrestricted by considerations of social or economic status, personal attributes, or the nature of health problems.
2. The nurse's primary commitment is to the patient, whether an individual, family, group, or community.
3. The nurse promotes, advocates for, and strives to protect the health, safety, and rights of the patient.
4. The nurse is responsible and accountable for individual nursing practice and determines the appropriate delegation of tasks consistent with the nurse's obligation to provide optimum patient care.
5. The nurse owes the same duties to self as to others, including the responsibility to preserve integrity and safety, to maintain competence, and to continue personal and professional growth.
6. The nurse participates in establishing, maintaining, and improving health care environments and conditions of employment conducive to the provision of quality health care and consistent with the values of the profession through individual and collective action.
7. The nurse participates in the advancement of the profession through contributions to practice, education, administration, and knowledge development.
8. The nurse collaborates with other health professionals and the public in promoting community, national, and international efforts to meet health needs.
9. The profession of nursing, as represented by associations and their members, is responsible for articulating nursing values, for maintaining the integrity of the profession and its practice, and for shaping social policy.

Copyright: American Nurses Association, Code of Ethics for Nurses with Interpretive Statements, Silver Spring, MD: American Nurses Publishing, 2001.

SECTION VI: Student Acknowledgement**Student Acknowledgement of Receiving the PSU Nursing Handbook**

Student should complete the information below and submit to NR 3010 course faculty. This form will remain as part of the student permanent record.

I acknowledge I have received and read the PSU Nursing Student Handbook, and agree to abide the policies presented therein.

Student Name (print): _____

Student Signature: _____

Date: _____

Student Address: _____

Email Address: _____

Telephone #: _____