College of Nursing & Allied Health
Department of Nursing
Bachelor of Science in Nursing Program

STUDENT HANDBOOK
2018-2019
The Bachelor of Science in Nursing Program Student Handbook is published by Nicholls State University.

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Handbook review is conducted annually and revised accordingly.
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Student Handbook Statement

All students enrolled in the Bachelor of Science in Nursing (BSN) Program are responsible for all information in the BSN Student Handbook as long as they are in the BSN Program. This responsibility is validated upon acceptance to the BSN Program and each semester thereafter by student signatures kept on file in the Department of Nursing. The BSN Student Handbook is accessible via the Nicholls State University Department of Nursing website at the following link: www.nicholls.edu/nursing/handbooks/
Student Handbook Signature Statement

I, ____________________________, understand that I am responsible for the information including, but not limited to, the policies and procedures regarding the Department of Nursing’s Essential Academic and Technical Standards, Clinical Practice, Uniforms, Academic Dishonesty, Professional Behavior, etc. within the handbook. I am to refer to it as necessary as long as I am in the nursing program. I can access the BSN Student Handbook via the Nicholls State University Department of Nursing website at the following link: www.nicholls.edu/nursing/handbooks/

Signature ____________________________ Date ____________

Confidentiality Statement

I, ____________________________, will maintain strict patient confidentiality at all times. Patient confidentiality begins as soon as the patient's name is known, and never ends. Patient confidentiality includes giving out information or acknowledging the admission of the patient to a medical facility. Patient confidentiality includes information obtained directly from the patient or significant others, information documented in the patient's medical records, information discussed during pre- and post-conferences, results of assessments, tests, lab, x-ray, and all pertinent information.

Signature ____________________________ Date ____________

Hold Harmless Statement

I, ____________________________, agree to indemnify and hold harmless, and protect and defend Nicholls State University, the University of Louisiana System, the Health Care Facility, and their agents, officers, employees and servants from any and all claims, demands, expenses and liability arising out of any injury, alleged injury or death to any person or damage, loss or destruction of any property which may occur or which in any way arises out of any acts or omissions on behalf of Nicholls State University, the University of Louisiana System, and/or the Health Care Facility, their agents, officers, servants, employees, or contractors.

Signature ____________________________ Date ____________

Health Insurance Signature Statement

As nursing students may be exposed to a number of communicable diseases while caring for clients in clinical settings, they may be at a higher risk than other University students for contracting a communicable disease. For this reason, the Department of Nursing requires all students enrolled in clinical nursing courses to retain a health/hospitalization insurance policy and provide proof of coverage. I understand that at all times while enrolled in clinical nursing courses, I must carry valid health/hospitalization insurance coverage.

Signature ____________________________ Date ____________
The Nicholls Creed

As a member of the Nicholls State University community, I believe in the values that promote citizenship, concern for self and others, and the desire to build a better world. To these ends, I pledge myself to the following:

* I will value all members of the Nicholls community, respecting and appreciating their differences.
* I will hold myself and others to the highest standards of academic, personal and social integrity.
* I will conduct myself civilly in all things.
* I will think before I act, and will accept responsibility of my words and my actions.
* I will challenge what is wrong.
* I will strive to make Nicholls State University a safe and clean educational environment.
* I will respect the rights and the person of all human beings and will avoid all acts of violence and abuse.
* I will respect my body by not abusing it.
* I will continuously work to improve my community, now and in the future.
* I will afford myself the best opportunity to succeed.

https://www.nicholls.edu/life/the-nicholls-creed/
Nicholls State University
College of Nursing and Allied Health
Department of Nursing
Bachelor of Science in Nursing Program

Vision, Mission/Philosophy, and Values Statement

**Vision:**
To be recognized as an innovative leader in the educational preparation of Baccalaureate Nurses.

**Mission/Philosophy:**
The mission of the Bachelor of Science in Nursing (BSN) Program at Nicholls State University is consistent with the mission statements and goals of the University, the College of Nursing and Allied Health, and the Department of Nursing. The BSN Program is dedicated to offering a state approved and nationally accredited program of study designed to prepare graduates for registered nurse licensure and ultimately to communicate and practice safe, patient-centered, evidence-based care across the lifespan, within a dynamic and complex healthcare system. The mission is further realized by faculty who are committed to teaching through partnership in order to prepare leaders in nursing who are socially responsible, caring, and engaged citizens. Faculty facilitate commitment to the teaching/learning process and lifelong learning by utilizing excellence in teaching, research, and service in a personalized, culturally rich, and vibrant learning environment.

**Values:**
The BSN program supports the Nicholls creed, “affirming “values that promote citizenship, concern for self, and others, and the desire for a better world”, and embraces its core values:

- **Civic Responsibility** – We use our time and talents to serve our community, recognizing that service to others is the cornerstone of nursing.
- **Diversity** – We respect differences among members of society by providing a nurturing and open minded environment.
- **Excellence** – We strive to achieve the highest quality in all endeavors. We strive for excellence in teaching, research, and service, and empowerment through learning.
- **Integrity** – We strive to be fair and truthful in all instances.
- **Leadership** – We are good stewards and representatives of the university because we value our collective role as a regional leader and model for all we serve.
- **Respect** – We commit to the customs and amenities of a civil society. We respect the rights of others and respond sincerely to the needs and interests of our constituents.
- **Responsibility** – We are responsible for our actions. We adhere to the doctrine of individual accountability in all our activities and contributions.
- **Caring** – We treat others with empathy and openness in all our encounters while respecting each one’s individuality.
- **Professionalism** – We strive to demonstrate integrity in all our actions and to be committed and accountable to our stakeholders.
- **Safety** – We commit to mitigating error through system analysis, quality improvements, and personal accountability and responsibility.
“Professional values and their associated behaviors are foundational to the practice of nursing. Inherent in professional practice is an understanding of the historical, legal, and contemporary context of nursing practice. Professionalism is defined as the consistent demonstration of core values evidenced by nurses working with other professionals to achieve optimal health and wellness outcomes in patients, families, and communities by wisely applying the principles of altruism, excellence, caring respect, communication, and accountability” (American Association of Colleges of Nursing, 2008, p. 26).
BSN Program
Conceptual Model
Bachelor of Science in Nursing Program  
Conceptual Model

The realities of a global society, expanding technologies, and an increasingly diverse population require nurses to master complex information, to coordinate a variety of care experiences, to use technology for health care delivery and to evaluate nursing outcomes, while assisting patients and families with managing an increasingly complex system of care. The extraordinary explosion of knowledge in all fields also requires an increased emphasis on lifelong learning. Nursing education must keep pace with these changes and prepare individuals to meet these challenges. Change, however, cannot occur in isolation. Nursing education must collaborate and work in tandem with the health care delivery system to design education and practice that are truly patient-centered, interprofessional, generate quality outcomes, and are cost-effective. Significant changes must occur in both education and the practice setting to produce the delivery system desired by all constituents (American Association of Colleges of Nursing [AACN], 2007).

As a result, the BSN Program Conceptual Model embodies the major concepts of Critical Thinking; Communication/Collaboration; Caring; Safe, Evidence-Based, Patient-Centered Care; Diversity; Quality Improvement; Leadership; Informatics; and Professionalism within the greater healthcare system leading to the realization of the nursing roles of Provider and Manager of Care, Designer/Manager/Coordinator of Care, and Member of the Profession. The model reflects the relationships between and among the concepts, the roles of the nurse, and the student learning outcomes as it relates to the healthcare system. Varied teaching/learning strategies and experiences across settings lead the learner toward meeting the student learning outcomes of the BSN Program through knowledge acquisition, skill performance, and attitudes requisite of contemporary nursing.

Each of the major concepts progress and pervades through three levels in the curriculum, each building upon itself, and is reflected in the student learning outcomes for each course. These outcomes provide breadth and depth to the curriculum content. As an example, the major concept of Patient-Centered Care is inclusive, building on care of the individual, family, community, and populations. Patient-Centered Care reflects and includes actions to identify, respect, and care about patients’ differences, values preferences, and expressed needs; relieve pain and suffering; coordinate continuous, safe, evidence-based care; listen to, clearly inform, communicate with, and educate patients; share decision making and management; and continuously advocate disease prevention, wellness, and promotion of healthy lifestyles, including a focus on population health as it pervades each course of the curriculum. Course outcomes were derived from overarching program outcomes and establish direction for course content and teaching strategies.

Conceptual Definitions

**Critical Thinking** – All or part of the process of questioning, analyzing, synthesizing, interpreting, inferring, inducting and deducting, intuiting, applying, and creating. Critical thinking underlies independent and interdependent decision making.
Communication/Collaboration – Communication is a complex, ongoing, interactive process and forms the basis for building interpersonal relationships. Communication includes critical listening, critical reading, and quantitative literacy, as well as oral, nonverbal, and written communication skills. Communication requires the effective use of a wide range of media, including not only face-to-face interactions, but also rapidly evolving technological modalities. Further, communication includes effectiveness in group interactions, particularly in task-oriented, convergent, and divergent group situations. Communication requires the acquisition of skills necessary to interact and collaborate with other members of the interprofessional health care team as well as to develop a therapeutic alliance with the patient.

Caring – Caring is comprehensive and focuses on the mind, body, and spirit as well as emotions recognizing the important distinction between disease and the individual’s illness experience. Nurses recognize that determining the health status of the patient within the context of the patient’s values is essential in providing a framework for planning, implementing, and evaluating outcomes of care. The nurse provides care in and across all environments focusing on individual, family, community, and population healthcare.

Safe, Evidence-Based, Patient-Centered Care – Includes actions that integrate the best current evidence with clinical expertise and patient preferences to identify, respect and care about patients’ differences, values, preferences, and expressed needs; relieve pain and suffering; coordinate continuous, safe, evidence-based care; listen to, clearly inform, communicate with, and educate patients; share decision making and management; and continuously advocate disease prevention, wellness, and promotion of healthy lifestyles, including a focus on population health while minimizing the risk of harm to patients and providers through both system effectiveness and individual performance.

Diversity – The range of human variation, including age, race, gender, culture, disability, ethnicity, nationality, religious and spiritual beliefs, sexual orientation, political beliefs, economic status, native language, and geographical background and the effects these variations have on health status and response to healthcare.

Quality Improvement – The use of data to monitor the outcomes of care processes and the use of improvement methods to design and test changes to continuously improve the quality and safety of healthcare systems.

Leadership – The ability to assess, adapt, and communicate information and ideas through self-awareness, self-management, social awareness, and relationship management to assist patients toward well-being, validate professional practice, enhance professional growth, and motivate others toward goal attainment.

Informatics – Use information and technology to communicate, manage knowledge, mitigate error, and support decision making. Information technology includes traditional and developing methods of discovering, retrieving, and using information in nursing practice. Knowledge of and effective use of information technology is necessary for evidence-based practice and for effective, appropriate health teaching. The use of technology is critical for the documentation and evaluation of patient care outcomes.
Professionalism – The consistent demonstration of core values evidenced by nurses working with other professionals to achieve optimal health and wellness outcomes in patients, families, and communities by wisely applying principles of altruism, excellence, caring, ethics, respect, communication, and accountability. Professionalism also involves accountability for one’s self and nursing practice, including continuous professional engagement and lifelong learning.

Nursing Roles

Provider of Care – In this role, nurses are patient advocates and educators with an emphasis on building partnerships with patients in order to foster and support the patient’s active participation in determining healthcare decisions. The nurse uses research findings and other evidence in designing and implementing care that is multi-dimensional, high quality, and cost effective governed by professional, ethical, and legal standards.

Designer/Manager/Coordinator of Care – In this role, nurses possess the knowledge and authority to delegate tasks to other healthcare personnel as well as to supervise and evaluate those personnel. Nurses are accountable for their professional practice and image as well as for outcomes of their own and delegated nursing care. As a member of the healthcare team, nurses bring a unique blend of knowledge, judgement, skills, and caring.

Member of Profession – In this role, nurses are advocates for the patient and the profession, accountable for one’s professional identity and professional image. Nurses are knowledge workers who use a well-delineated and broad knowledge base for practice requiring strong critical thinking, clinical judgment, communication, and assessment skills. As advocates for high quality care for all patients, nurses are knowledgeable and active in the policy processes defining healthcare delivery and systems of care.

Curriculum Levels

Sophomore Level – As the foundations of nursing care are established, students are concurrently introduced to the clinical setting and patient care as the faculty selects patients with well-defined health alterations, those illnesses which are singularly and commonly identified.

Health care is presented as goal driven by the patient and delivered by the student through directed care to promote optimal health. Through didactic presentation, the student is introduced to healthcare system, attainability of healthcare through consumers’ rights, and delivery of patient-centered care, in all settings.

Nursing and the nursing process are introduced to students. And central to each and every level is a focus on health promotion, disease, and injury prevention across the lifespan in relation to professionalism in nursing with legal and ethical standards emphasized. Evidence-based nursing care is activated through patient-centered care with accountability stressed in the performance of therapeutic interventions. Students are guided in the development of a nursing care map and the resources needed to complete the plan of care.
NURS 222, Basic Nursing Process I introduces key concepts underlying the nursing process, skills, and practice.

NURS 223, Basic Nursing Process II introduces the application of the nursing process, skills, and practice. The focus of nursing care is on the provision of comfort with the promotion of safety for both patient and nurse as provider of care.

Nursing 226, Health Assessment and the Adult Client introduces concepts underlying assessment and the application of basic assessment skills.

Nursing 228, Gerontic Nursing Care Concepts examines nursing care of older adults; increased complexity and variations in care; increased co-morbidities and chronic illnesses and associated treatments; and methods to overcome potential barriers to communication with older adults.

Nursing 255, Nursing and the Adult I introduces the student to well-defined health alterations, through selected patients, and the necessary interventions for health maintenance. The focus of the nursing process is on nursing diagnosis and planning. Students provide care to patients in the acute care setting and are introduced to primary and tertiary are through observational experiences.

Junior Level – Care is expanded to include collaboration with interprofessionals. Nursing roles are explored in more depth. Planning and implementation within the nursing process are the emphasis. In the clinical courses, students provide care to multiple patients and their families, and collaborate with other providers to assist patients to optimal health. Planning for patient and family education is stressed, focusing on awareness of diversity.

Nursing 340, Interprofessional Concepts for Contemporary Nursing is a didactic course which emphasizes professionalism through exploration of ethical and legal matters related to nursing and the healthcare system. Issues are explored through the use of media review, value clarification, critical thinking activities, student presentations, and discussion of current health issues.

Nursing 355, Nursing and the Adult Health II focuses on health promotion, disease, and injury prevention of adult patients and their families through the use of support systems. Clinical learning takes place within acute care settings with observational experiences in primary and tertiary healthcare settings.

Nursing 371, Nursing and the Childbearing Family focuses on the newborn, childbearing adult, immediate and extended family and the adaptive processes of the family unit. Clinical learning is facilitated through the use of primary and secondary healthcare delivery systems with observational experiences in both primary and tertiary settings. Use of support systems focusing on health promotion, disease, and injury prevention is stressed.

Nursing 381, Nursing and the Childrearing Family focuses on the infant, child, adolescent, and their families including the adaptive processes of the family unit. Clinical learning is facilitated
through the use of a variety of settings in the healthcare delivery systems. Use of support systems focusing on health promotion, disease, and injury prevention is stressed.

**Senior Level** – Healthcare delivery is coordinated with agencies targeting health promotion, disease, and injury prevention. The nursing process is utilized to assist in the management and direction of care with a focus on implementation and evaluation. Students work with patients of varying ages in primary, secondary, and/or tertiary care settings.

*Nursing 400, Mental Health Nursing* focuses on the mental health needs of the patient and the promotion of optimal mental health. The emphasis of nursing are is on therapeutic communications skills and therapeutic use of self.

*Nursing 417, Professional Nursing Practice* incorporates the experiences of the Registered Nurse while emphasizing professionalism through exploration of ethical and legal matters related to Nursing and the healthcare system. Issues are explored through the use of media review, value clarification, critical thinking activities, student presentation, on-line discussion, and field experiences.

*Nursing 420, Community Health Nursing* incorporates a family-centered, community-based nursing process. Community demographics, in conjunction with public health sciences and resources, are stressed for health care delivery.

*Nursing 422, Nursing Research and Evidence for Best Practice* is a didactic course which explores the language of nursing research and critical analysis of nursing research, and application of evidence-based research findings in clinical practice.

*Nursing 427, Nursing Leadership/Management* focuses on the role of the nurse as a leader and manager in affecting change in health promotion, disease, and injury prevention for patients of all ages in various health care settings. Group dynamics, integration of professional nursing roles with an emphasis on member of profession, knowledge of health care trends and evidence based practice are stressed.

*Nursing 428, Preceptorship Experience in Professional Nursing* is designed to merge theory, research, and practical application to management of health care team to provide competent nursing care incorporating critical thinking and decision-making skills.

The definitions of the Concepts and Nursing Roles were derived from the AACN Essentials of Baccalaureate Education for Professional Nursing Practice (2008) and the Quality and Safety Education for Nurses [QSEN], 2007.
The core nursing curriculum builds upon the supporting courses consisting of sciences, humanities, languages, and the arts. The science courses, consisting of human anatomy and physiology (BIOL 114, 115, 116, 117), microbiology (BIOL 205), and chemistry (CHEM 109) lay the foundation for understanding the human body, its processes and functioning, and threats to its stability. Applied Nutrition (DIET 200) teaches concepts of good nutrition for health and well-being. English composition courses, both at the fundamental (ENGL 101, 102) and advanced levels (ENGL 468), teach important communication skills in the written format that support later nursing documentation skills as well as enhancing the student’s ability to complete nursing course written projects. Humanities such as history and literature, and fine arts lay the foundation for deeper understanding of nursing theory and the history of nursing and health care. Algebra (MATH 101) and Statistics (MATH 214) courses support the understanding of many complex nursing functions including medication administration, patient fluid volume status, and evidence-based nursing practice. Psychology 101 begins the introduction into understanding the human mind that is built upon in NURS 400, Mental Health Nursing. Sociology 204, Cultural Diversity in America, supports understanding of cultures and populations in an increasingly diverse society both at the patient peer level. Students are required to complete Office Information Systems (OIS) 200 as a prerequisite course to the BSN clinical sequence. This course includes the major Microsoft applications for data entry, storage, retrieval, and manipulation for statistical purposes thereby providing a foundation to understand electronic medical records (EMRs) and other patient data base applications. A University prep course (UNIV 101) helps students to begin the adjustment to college life by promoting an understanding of the learning process and through engaging in career exploration. A majority of the supporting courses are completed in the student’s first two semesters and comprise the first 35 hours (freshman year) of the BSN curriculum, providing an assessment of the student’s academic ability and the basis by which students are evaluated for potential acceptance into the clinical sequence.
Adult Learning Theory

- Adults will commit to learning when the goals and objectives are considered realistic and important to them. Application in the ‘real world’ is important and relevant to the adult learner’s personal and professional needs.

- Adult learners need to see that the professional development learning and their day-to-day activities are related and relevant.

- Adult learners need direct, concrete experiences in which they apply the learning in real work.

- Adult learning has ego involved. Professional development must be structured to provide support from peers and to reduce the fear of judgment during learning.

- Adults need to receive feedback on how they are doing and the results of their efforts. Opportunities must be built into professional development activities that allow the learner to practice the learning and receive structured, helpful feedback.

- Adults need to participate in small-group activities during the learning to move them beyond understanding to application, analysis, synthesis, and evaluation. Small-group activities provide an opportunity to share, reflect, and generalize their learning experiences.

- Adult learners come to learning with a wide range of previous experiences, knowledge, self-direction, interests, and competencies. This diversity must be accommodated in the professional development planning.

- Transfer of learning for adults is not automatic and must be facilitated. Coaching and other kinds of follow-up support are needed to help adult learners transfer learning into daily practice so that it is sustained.

- Adults are autonomous and self-directed. They need to be free to direct themselves. Their teachers must actively involve adult participants in the learning process and serve as facilitators for them. They should allow the participants to assume responsibility for presentations and group leadership. They have to be sure to act as facilitators, guiding participants to their own knowledge rather than supplying them with facts. Finally, they must show participants how the class will help them reach their goals (e.g., via a personal goals sheet).

- Malcolm Knowles

Reviewed: 8/16; 8/17; 6/18
**BSN Program and Course Student Learning Outcomes**

Focusing on health promotion, disease, and injury prevention across the lifespan…

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<thead>
<tr>
<th>Program Student Learning Outcomes</th>
<th>Course Student Learning Outcomes</th>
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<tbody>
<tr>
<td>The graduate should be able to:</td>
<td>By the end of N222, the student should be able to:</td>
<td>By the end of N223, the student should be able to:</td>
<td>By the end of N226, the student should be able to:</td>
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<tr>
<td>1. Demonstrate the ability to provide quality, safe, patient-centered, evidence-based care governed by professional, ethical, and legal standards in all settings and at all levels of health.</td>
<td>1. Identify knowledge of the nursing process while demonstrating respect for patient preferences, values, and needs to provide safe, quality, patient-centered, evidence-based care governed by professional, ethical, and legal standards in all settings and at all levels of health.</td>
<td>1. Demonstrate knowledge of the nursing process while demonstrating respect for patient preferences, values, and needs to provide safe, quality, patient-centered, evidence-based care governed by professional, ethical, and legal standards in all settings and at all levels of health.</td>
<td>1. Demonstrate a knowledge base of the assessment of the adult patient while incorporating safe, quality, patient-centered, evidence-based care governed by professional, ethical, and legal standards.</td>
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<td>2. Incorporate information and technology using critical thinking for clinical reasoning and quality improvement to communicate, manage knowledge, mitigate error, and support decision making.</td>
<td>2. Identify how informational and clinical technology are essential tools in critical thinking for clinical reasoning and quality improvement to communicate, manage knowledge, mitigate error, and support decision making.</td>
<td>2. Demonstrate how informational and clinical technology are essential tools in critical thinking for clinical reasoning and quality improvement to communicate, manage knowledge, mitigate error, and support decision making.</td>
<td>2. Discuss how the assessment of the adult patient utilizes information and technology as essential tools in critical thinking for clinical reasoning and quality improvement to communicate, manage knowledge, mitigate error, and support decision making.</td>
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<td>3. Integrate the three roles of provider of care, designer/manager/coordinator of care, and member of the profession in all areas of nursing practice with a commitment to lifelong learning through continuous self-evaluation.</td>
<td>3. Identify professional values for functioning as provider of care, designer/manager/coordinator of care, and member of the profession in all areas of nursing practice with a commitment to lifelong learning through continuous self-evaluation.</td>
<td>3. Discuss professional values for functioning as provider of care, designer/manager/coordinator of care, and member of the profession in all areas of nursing practice with a commitment to lifelong learning through continuous self-evaluation.</td>
<td>3. Identify the three roles of provider of care, designer/manager/coordinator of care, and member of the profession necessary to assess health needs in all areas of nursing practice with a commitment to</td>
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<tr>
<td>Program Student Learning Outcomes</td>
<td>Course Student Learning Outcomes</td>
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<td>Course Student Learning Outcomes</td>
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<tr>
<td>4. Analyze the health care environment and its impact to determine patient safety needs.</td>
<td>4. Identify risks to patients and providers in the health care environment and its impact in order to determine patient safety needs.</td>
<td>4. Describe risks to patients and providers in the health care environment and its impact in order to determine patient safety needs.</td>
<td>4. Recognize risk factors during an adult assessment and their impact to determine patient safety needs.</td>
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<tr>
<td>5. Function effectively within organizational systems as a leader in nursing and inter-professional teams fostering open communication, mutual respect, and shared decision making to provide quality care.</td>
<td>5. Identify the nursing knowledge and skills necessary to work within organizational systems as a leader in nursing and inter-professional teams fostering open communication, mutual respect, and shared decision making to provide quality care.</td>
<td>5. Recognize the nursing knowledge and skills necessary to work within organizational systems as a leader in nursing and inter-professional teams fostering open communication, mutual respect, and shared decision making to provide quality care.</td>
<td>5. Identify knowledge and skills while functioning as an inter-professional team member within an organizational system for the collection of assessment data that fosters open communication, mutual respect, and shared decision making to provide quality care.</td>
</tr>
<tr>
<td>6. Value the impact of economic and political dynamics in the context of health care for participation and contribution in the shaping of health care policy.</td>
<td>6. Discuss the impact of legal and ethical responsibilities on economic and political dynamics in the context of health care and participates in the shaping of health care policy.</td>
<td>6. Recognize the impact of legal and ethical responsibilities on economic and political dynamics in the context of health care and participates in the shaping of health care policy.</td>
<td>6. Describe the impact of economic and political dynamics on assessed needs in the context of health care and participate in the shaping of health care policy.</td>
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lifelong learning through continuous self-evaluation.
<table>
<thead>
<tr>
<th>Course</th>
<th>Student Learning Outcomes</th>
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<tbody>
<tr>
<td>By the end of N228, the student should be able to:</td>
<td>By the end of N255, the student should be able to:</td>
<td>By the end of N340, the student should be able to:</td>
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<tr>
<td>1. Identify a knowledge base regarding the care of older adults in providing quality, safe, patient-centered, evidence-based care governed by professional, ethical, and legal standards.</td>
<td>1. Initiate safe, quality, patient-centered that is evidence-based and governed by professional, ethical, and legal standards in the adult acute care setting.</td>
<td>1. Demonstrate the impact nursing theory has on the provision of safe, quality, patient-centered, evidence-based care in all settings and at all levels of health.</td>
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<tr>
<td>2. Determine therapeutic nursing interventions in the care of older adults incorporating information and technology using critical thinking for clinical reasoning and quality improvement to communicate, manage knowledge, mitigate error, and support decision making.</td>
<td>2. Interpret information and technology using critical thinking for improved communication to manage care, mitigate errors, and support decision-making at the bedside.</td>
<td>2. Apply critical thinking skills utilizing information and technology to manage knowledge to foster quality improvement, mitigate error, and support decision making.</td>
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<tr>
<td>3. Explore the three roles of provider of care, designer/manager/coordinator of care, and member of the profession in nursing practice of older adults with a commitment to lifelong learning through continuous self-evaluation.</td>
<td>3. Recognize their role as provider of care, designer/manager/coordinator of care, and member of the profession in the adult acute care setting with a commitment to lifelong learning through continuous self-evaluation.</td>
<td>3. Refine the three roles of provider of care, designer/manager/coordinator of care, and member of the profession.</td>
<td></td>
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<tr>
<td>4. Analyze strategies to prevent risk and promote quality and safety in the nursing care of older adults.</td>
<td>4. Describe the impact the acute care environment has on patient safety needs.</td>
<td>4. Evaluate the health care environment to determine changes that impact patient safety.</td>
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<tr>
<td>5. Demonstrate leadership in inter-professional communication in the care of older adults fostering mutual respect and shared decision making.</td>
<td>5. Provide quality care in an acute care setting while recognizing organization systems and the leadership role of the interprofessional team, as well as, utilizing effective communication skills, mutual respect, and shared decision-making.</td>
<td>5. Discuss the impact open communication, mutual respect, and shared decision-making has on fostering nursing and interprofessional teams and improving the quality of care provided.</td>
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<td>6. Identify actual or potential mistreatment of older adults including economic and political influences impacting care.</td>
<td>6. Recognize the impact of economics and political dynamics on vulnerable populations and the importance of a nurse advocate on issues concerning health care delivery, promoting safety, and quality in practice.</td>
<td>6. Determine the importance of the impact economic and political dynamics has on the health care environment and initiates participation in shaping health care policy.</td>
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<td>Course Student Learning Outcomes</td>
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<td>By the end of N355, the student should be able to:</td>
<td>By the end of N371, the student should be able to:</td>
<td>By the end of N381, the student should be able to:</td>
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<tr>
<td>1. Demonstrate safe, quality, patient-centered, evidence-based care governed by professional, ethical, and legal standards that contribute to competent nursing care to adults and their families in the acute care setting.</td>
<td>1. Demonstrate quality, safe, patient-centered, evidence-based care governed by professional, ethical, and legal standards for the obstetric patient and the childbearing family.</td>
<td>1. Demonstrate safe, quality, patient-centered, evidence-based care governed by professional, ethical, and legal standards in all pediatric settings.</td>
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<tr>
<td>2. Analyze informatics and technologies using critical thinking for clinical reasoning and quality improvement to communicate, manage knowledge, mitigate error, and support decision making while providing patient centered care to adults.</td>
<td>2. Analyze information and technology while caring for obstetric patients and their families by using critical thinking for clinical reasoning and quality improvement to communicate, manage knowledge, mitigate error, and support decision making.</td>
<td>2. Analyze information and technology using critical thinking for clinical reasoning and quality improvement to communicate, manage knowledge, mitigate error, and support decision making when caring for the child and childrearing family.</td>
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<td>3. Distinguish the three roles of the provider of care, designer/manager/coordinator of care, and member of the profession in adult care with a commitment to academic achievement through lifelong learning and self-appraisal.</td>
<td>3. Distinguish the three roles of provider of care, designer/manager/coordinator of care, and member of the profession in the area of nursing and the childbearing family with a commitment to lifelong learning through continuous self-evaluation.</td>
<td>3. Distinguish the three roles of provider of care, designer/manager/coordinator of care, and member of the profession in pediatric nursing practice with a commitment to lifelong learning through continuous self-evaluation.</td>
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<td>4. Examine the health care environment and its impact on health to in order to determine appropriate patient safety needs in the acute care setting.</td>
<td>4. Examine the health care environment specific to the childbearing patient and their families and as well its impact in order to determine patient safety needs.</td>
<td>4. Examine the health care environment and its impact in order to determine pediatric patient and family safety needs.</td>
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<td>5. Prioritize nursing care of multiple patients with several health care alterations with members of the inter-professional team while fostering open communication and mutual respect to promote quality care in the acute care setting.</td>
<td>5. Prioritize as a leader in nursing and inter-professional teams fostering open communication, mutual respect, and shared decision making to provide quality care to childbearing patients and their families.</td>
<td>5. Prioritize nursing and inter-professional teams fostering open communication, mutual respect, and shared decision making to provide quality care to pediatric patients.</td>
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<td>6. Distinguish the impact of economic and political dynamics on the healthcare system as it relates to the acute care setting and advocate for diverse populations in health care policy development.</td>
<td>6. Distinguish the impact of economic and political dynamics in the context of health care and participate in the shaping of health care policy as it relates to the obstetric patient and the childbearing family.</td>
<td>6. Distinguish the impact of economic and political dynamics in the context of pediatric health care and participates in the shaping of health care policy.</td>
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<td>By the end of N400, the student should be able to:</td>
<td>1. Provide safe, quality, patient-centered, evidence-based care for patients with mental health needs governed by professional, ethical, and legal standards in all settings and at all levels of health.</td>
<td>By the end of N420, the student should be able to:</td>
<td>1. Provide safe, quality, patient-centered, evidence-based care governed by professional, ethical, and legal standards in the community setting with the focus on prevention.</td>
<td>By the end of N422, the student should be able to:</td>
<td>1. Evaluate the evidence to provide quality, safe, patient-centered, evidence-based care governed by professional, ethical and legal standards in all settings and at all levels of health.</td>
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<tr>
<td>1. Synthesize information and technology using critical thinking for clinical reasoning and quality improvement to form a basis for mental health nursing practice to communicate, manage knowledge, mitigate error, and support decision making.</td>
<td>2. Synthesize information and technology using critical thinking for clinical reasoning and quality improvement to communicate, manage knowledge, mitigate error, and support decision making.</td>
<td>2. Interpret the content in a research report by using information and technology for clinical reasoning, quality improvement, mitigation of errors, and support decision making.</td>
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<tr>
<td>2. Incorporate the three roles of provider of care, designer/manager/coordinator of care, and member of the profession in all areas of mental health nursing practice with a commitment to lifelong learning.</td>
<td>3. Incorporate the three roles of provider of care, designer/manager/coordinator of care, and member of the profession in all areas of mental health nursing practice with a commitment to lifelong learning.</td>
<td>3. Value the ideal of lifelong learning to support excellence in nursing practice and nursing research.</td>
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<td>3. Evaluate the mental health care environment and its impact in order to determine patient safety needs.</td>
<td>4. Evaluate the mental health care environment and its impact in order to determine patient safety needs.</td>
<td>4. Analyze the health care environment and its impact on the community and at risk groups.</td>
<td>4. Analyze the leadership role of the community health nurse within organizational systems and inter-professional teams fostering open communication, mutual respect, and shared decision making to provide quality care.</td>
<td>4. Describe the relationship between evidence based nursing research and the development of the profession of nursing to impact patient safety needs.</td>
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<td>5. Lead mental health nursing and inter-professional teams fostering open communication, mutual respect, and shared decision making to provide quality mental health care.</td>
<td>5. Lead mental health nursing and inter-professional teams fostering open communication, mutual respect, and shared decision making to provide quality mental health care.</td>
<td>5. Relate the process of research to the information contained in a research report as a basis for acquiring, developing, critiquing, and conveying health information to the interprofessional team.</td>
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<td>6. Critique the impact of economic and political dynamics in the context of mental health care and participate in the shaping of mental health care policy.</td>
<td>6. Critique the impact of economic, political and regulatory dynamics in the context of community health, and participate in the shaping of health care policy.</td>
<td>6. Critique the components of research reports, which focus on improvement of health care delivery and the shaping of health care policy.</td>
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<td><strong>By the end of N427, the student should be able to:</strong></td>
<td><strong>By the end of N428, the student should be able to:</strong></td>
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<tr>
<td>1. Provide safe, quality, patient-centered, evidence-based care as a leader and manager governed by professional, ethical, and legal standards in all settings and at all levels of health.</td>
<td>1. Provide patient-centered, evidenced-based care governed by professional, ethical, and legal standards that contributes to safe and high quality outcomes in all settings.</td>
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<td>2. Synthesize information and technology at the organizational level using critical thinking for clinical reasoning and quality improvement as a leader and manager to communicate, manage knowledge, mitigate error, and support decision making.</td>
<td>2. Synthesize information and technology using critical thinking for clinical reasoning and quality improvement to communicate, manage knowledge, mitigate error, and support decision making with emphasis on time management.</td>
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<td>3. Incorporate the three roles of provider of care, designer/manager/coordinator of care, and member of the profession at the administrative level in all areas of nursing practice with a commitment to lifelong learning through continuous self-evaluation.</td>
<td>3. Integrate the roles of provider of care, designer/manager/coordinator of care, and member of the profession to maintain a commitment to the highest standards in clinical practice and all academic endeavors and professional role development.</td>
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<td>4. Evaluate the organizational health care environment and its impact to determine and manage patient safety needs.</td>
<td>4. Evaluate the health care environment and its impact to determine patient safety needs in providing and managing nursing care for diverse groups.</td>
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<tr>
<td>5. Lead nursing and inter-professional teams at the organizational level fostering open communication, mutual respect, and shared decision making to provide quality care.</td>
<td>5. Lead the professional health care team as well as, patients and families in shared decision making to provide quality care through collaboration, mutual respect and effective communication.</td>
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<td>6. Critique the impact of economic and political dynamics in the context of health care and participate in the shaping of health care policy at the organizational level.</td>
<td>6. Critique the impact of economic and political dynamics of various patient populations and participate in the shaping of health care policy.</td>
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Revised: 03/02; 08/11; 8/17; 6/18
Reviewed: 07/12; 07/13; 07/14; 8/15; 8/16
The Bachelor of Science in Nursing Program Organizational Chart depicts the flow of communication, areas of responsibility and accountability, and the structural framework of the BSN faculty.
Nicholls State University  
College of Nursing and Allied Health  
Department of Nursing  

Accreditation

The Bachelor of Science in Nursing Program at Nicholls State University is accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202-887-6791.

The Bachelor of Science in Nursing Program holds full approval status by the Louisiana State Board of Nursing (LSBN). For further information contact:

Louisiana State Board of Nursing  
17373 Perkins Road  
Baton Rouge, LA 70810  
1-225-755-7500  
http://www.lsbn.state.la.us
Louisiana State Board of Nursing’s Policies
Guidelines for Enrollment in a Clinical Nursing Course

I. Statutory Authority in the Nurse Practice Act:

Louisiana Revised Statutes 37:911 et. Seq., provides for the regulation of students seeking permission to enroll in clinical nursing courses in nursing programs in Louisiana preparing candidates for Registered Nurse licensure. Included in this authority is a criminal history record information check in accordance with R.S. 37:918 and 920.1., and is effective for students seeking admission for August 1, 2005 and thereafter.

To be eligible for enrollment in a clinical nursing course, the student must meet the related criteria for licensure by examination as stated in L.R.S. 37:920.A. (1), (a) – (g). These criteria can be found here: http://legis.la.gov/Legis/Law.aspx?d=94509, and include:

§920. Licensure; qualifications; examination; renewal; temporary permits
A. (1) The board shall issue a license to each applicant who applies for licensure as a registered nurse or an advanced practice registered nurse who files an application upon a form and in such manner as the board prescribes, accompanied by such fee as required in R.S. 37:927, and who furnishes evidence to the board that he:
   (a) Is of good moral character.
   (b) Has completed the requirements of a nursing education program approved by the board which prepares him for initial licensure as a registered nurse.
   (c) Passes an examination to the satisfaction of the board.
   (d) Has completed certain course work as required by the board.
   (e) Is not in violation of this Part and the rules and regulations.
   (f) Has committed no acts or omissions which constitute grounds for disciplinary action as defined in R.S. 37:921, or if found guilty of committing such acts or omissions, the board finds, after investigation, that sufficient restitution, rehabilitation, and education have occurred.
   (g) Is proficient in the English language if he graduated from a nursing education program offered in a foreign country.

II. §3324. Permission to Enroll or Progress in Undergraduate Clinical Nursing Courses
A. Approval by the board is required prior to student enrollment in undergraduate clinical nursing courses.
B. Requirements to enroll/progress in clinical nursing courses include:
   1. evidence of good moral character;
   2. eligibility for admission to clinical nursing courses at a program approved by the board;
   3. verification of eligibility for admission by the chief nurse administrator or designee of the administrative nursing unit;
   4. a complete application form to include the permission to obtain criminal history record information as specified in LAC 46:XLVII.3330, fees and costs as may be incurred by the board in requesting and obtaining state and national criminal
history record information on the applicant and remittance of the required fee as
specified in LAC 46:XLVII.3341 prior to the deadline date established by the
board;
5. freedom from violations of R.S. 37:911 et seq., or of grounds for delay/denial of
permission to enroll in clinical nursing courses as specified in LAC
46:XLVII.3331 or other administrative rules;
6. freedom from acts or omissions which constitute grounds for disciplinary action
as defined in R.S. 37:921 and LAC 46:XLVII.3403 and 3405; or if found guilty
of committing such acts or omissions, the board finds, after investigation, that
sufficient restitution, rehabilitation, and education has occurred.
C. Applicants who falsify the application or fail to disclose information that should have
been reported to the board will be denied enrollment/progression in clinical nursing
courses and will not be eligible to resubmit an application until completion of the
disciplinary process. Falsifying an application shall result in denial of permission to
enroll in clinical nursing courses or application for licensure as a registered nurse in
Louisiana for a minimum of five years.
D. Approval to enroll/progress expires upon 12 months if not enrolled in clinical nursing
courses.
E. Evidence of violation of R.S. 37:911 et seq., or of grounds for denial or delay of
approval to enroll in clinical nursing courses as specified in LAC 46:XLVII.3331 or
acts or omissions which constitute grounds for disciplinary action as defined in R.S.
37:921 and LAC 46:XLVII.3403 and 3405 shall result in immediate denial to
progress in clinical nursing courses until completion of the disciplinary process.
F. Incidents which constitute grounds for disciplinary action that occur after initial
approval is granted and which may affect progression in clinical nursing courses shall
be immediately disclosed on the clinical nursing student disclosure form.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:918.
HISTORICAL NOTE: Promulgated by the Department of Health and Hospitals, Board of
Nursing, LR 42:753 (May 2016).

III. §3325. Licensure by Examination
A. In order to be licensed as a registered nurse in Louisiana, all registered nurse applicants
shall take and pass the National Council Licensure Examination for Registered Nurses
(NCLEX-RN).
   1. The licensing examination (NCLEX-RN) shall be authorized by the Board of
      Nursing in accordance with the contract between the board and the National
      Council of State Boards of Nursing, Inc.
   2. Each examination shall be given under the direction of the executive director of
      the board or another designee of the board.
   3. Individual results from the examination shall be released to individual candidates
      and to the director of their nursing education program. Aggregate results are
      published for statistical purposes.
B. Requirements for eligibility to take the NCLEX-RN in Louisiana include:
   1. evidence of good moral character;
2. successful completion of a nursing education program approved by the board, or successful completion of a nursing education program located in another country or approved by another board of nursing which program meets or exceeds the educational standards for nursing education programs in Louisiana;
3. recommendation by the director of the school of nursing;
4. completion of the application form to include criminal records check as directed by the executive director of the board;
5. remittance of the required fee;
6. freedom from violations of R.S. 37:911 et seq., or of §3331 or other administrative rules;
7. freedom from acts or omissions which constitute grounds for disciplinary action as defined in R.S. 37:921 and §§3403 and 3405; or if found guilty of committing such acts or omissions, the board finds, after investigation, that sufficient restitution, rehabilitation, and education have occurred; and
8. evidence of proficiency in the English language if a graduate of a nursing program offered in a foreign country. Graduates of foreign nursing schools (except Canadian schools) must produce evidence of successful completion of the Commission on Graduates of Foreign Nursing Schools (COGFNS) Examination.

C. Requirements for retaking the NCLEX-RN: Applicants for licensure by examination shall pass the exam within four attempts and within four years of graduation.

D. Applicants who falsify the application for examination will be denied licensure in accordance with LAC 46:XLVII.3331.


IV. §3330. Criminal History Record Information
A. Authority of the Louisiana State Board of Nursing (board). The board derives its authority to obtain criminal history record information from R.S. 37:920.1.
B. The following applicants for licensure or permission to enroll in clinical nursing courses shall submit to a criminal history record information check:
   1. registered nurse by examination;
   2. registered nurse by endorsement;
   3. advanced practice registered nurse, if records not checked in relation to the RN license;
   4. reinstatement of RN and/or APRN license, if license has not been active for five years or more;
   5. registered nurse students prior to enrollment in the first clinical nursing course.
C. The board may require criminal history record information checks of the following individuals:
   1. an applicant for any license, permit, reinstatement, or permission to enroll in
clinical nursing courses if there is reason to believe there is information relative to evaluating the applicants eligibility or disqualification for licensure;
2. a licensee as part of the investigation process if there is reason to believe there is information relative to eligibility or disqualification for continued licensure.

D. The board shall require from students seeking admission to clinical nursing courses, a completed Application for Approval to Enroll in A Clinical Nursing Course and a $20 enrollment application fee prior to the student's enrollment in a clinical nursing course.

E. The applicant or licensee must review and sign the Authorization to Disclose Criminal History Record Information.

F. The applicant or licensee must contact the state or local police/sheriff department and submit two fingerprint cards to be completed. The law enforcement agency may specify a designated location and fee for the completion of the fingerprint cards.

G. The two completed fingerprint cards must be returned to the board office by the applicant or licensee with the required fee. The cards and fee will be forwarded to the Louisiana Department of Public Safety. The second card will be forwarded to the Federal Bureau of Investigations by the Louisiana Department of Public Safety.

H. The submission of the fingerprint cards and the signed Authorization to Disclose Criminal History Record Information must be received prior to the license being processed or during the semester that the first clinical nursing course has begun.

I. The processing of the license or the entry into clinical nursing courses may not be delayed awaiting these reports; however, future action may result if the criminal history record information so indicates. If the criminal history record reveals criminal activity which constitutes grounds for denial under R.S. 37.921. or LAC 46:XLVII.3331, then the license issued shall be recalled or the progression in clinical nursing courses may be denied.

J. If the fingerprints are returned from the Department of Public Safety as inadequate or unreadable, the applicant, or licensee must submit a second set of fingerprints and fees, if applicable, for submission to the Department of Public Safety.

K. If the applicant or licensee fails to submit necessary information, fees, and or fingerprints, the applicant or licensee may be denied licensure on the basis of an incomplete application or, if licensed, denied renewal, until such time as the applicant or licensee submits the applicable documents and fee.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:920.1.

V. §3331. Denial or Delay of Licensure, Licensure by Endorsement, Reinstatement, or the Right to Practice Nursing as a Student Nurse
A. Denial of Licensure, Licensure by Endorsement, Reinstatement, or the Right to Practice Nursing as a Student Nurse
   1. Applicants for licensure, licensure by endorsement, reinstatement, or the right to practice as a student nurse shall be denied approval for licensure, for reinstatement, to receive a temporary working permit, to be eligible for NCLEX-RN, or to enter or progress into any clinical nursing course, if the applicant has
pled guilty, nolo contendere, or "best interest of" to, or the equivalent thereto in jurisdictions other than Louisiana, or has been convicted of committing, attempting to commit, or conspiring to commit:

a. a crime of violence as defined in R.S. 14:2 or any of the following crimes:
   i. R.S. 14:32.6, first degree feticide;
   ii. R.S. 14:37, second degree feticide;
   iii. R.S. 14:46.1, false-imprisonment-offender armed with a dangerous weapon;
   iv. R.S. 14:93.2.3, second degree cruelty to juveniles;
   v. R.S. 14:93.3, cruelty to the infirmed;
   vi. R.S. 14:102, cruelty to animals; or
   vii. an equivalent crime in jurisdictions other than Louisiana; or

b. a crime involving the production, manufacturing, distribution or dispensing of a controlled dangerous substance as provided for and defined in R.S. 40:961 through 40:995, otherwise referred to as the Uniform Controlled Dangerous Substances Law, or an equivalent crime in jurisdictions other than Louisiana; or

c. a crime designated as a “sex offense,” “aggravated offense,” or “sexual offense against a victim who is a minor” as set forth in R.S. 15:540 et seq.;
   or an equivalent crime in jurisdictions other than Louisiana; or

d. any of the following misappropriation crimes:
   i. R.S. 14:67.3, unauthorized use of “access card;”
   ii. R.S. 14:67.11, credit card fraud;
   iii. R.S. 14:67.16, identity theft;
   iv. R.S. 14:67.21, theft of assets of an aged person or disabled person;
   v. R.S. 14:67.22, fraudulent acquisition of a credit card;
   vi. R.S. 14:68.2, unauthorized use of food stamps;
   vii. R.S. 14:70.1, Medicaid fraud;
   viii. R.S. 14:70.4, access device fraud;
   ix. R.S. 14:71.1, bank fraud; or
   x. an equivalent crime in jurisdictions other than Louisiana.

2. For purposes of this Section, a pardon, suspension of imposition of sentence, expungement, or similar action shall not negate or diminish the applicability of this Section.

3. Applicants who are denied licensure, licensure by endorsement, reinstatement, or the right to practice nursing as a student nurse pursuant to this Section shall not be eligible to submit a new application.

4. These provisions of this Section shall not apply to the reinstatement of a license that has been suspended or surrendered as a result of disciplinary action taken against a licensee by the board or which reinstatement would otherwise be subject to the provisions of LAC 46:XLVII.3415.

B. Denial of Licensure, Reinstatement, or the Right to Practice Nursing as a Student Nurse for a Minimum of Five Years

1. Applicants for licensure, licensure by endorsement, reinstatement, or the right to practice as a student nurse shall be denied approval for licensure, for reinstatement, to receive a temporary working permit, to be eligible for NCLEX-
RN, or to enter or progress into any clinical nursing course for a minimum of five years, if the applicant has pled guilty, nolo contendere, or "best interest of" to, or the equivalent thereto in jurisdictions other than Louisiana, or has been convicted of committing, attempting to commit, or conspiring to commit:

a. a felonious crime which reflects an inability to practice nursing safely with due regard for the health and safety of clients or patients not previously mentioned or related to the aforementioned Paragraph A.1-A.1.d of this Section;

b. two or more misdemeanor crimes which reflect an inability to practice nursing safely with due regard for the health and safety of clients or patients, including but not limited to:
   i. R.S. 14: 35, simple battery;
   ii. R.S. 14:37, aggravated assault;
   iii. R.S. 14: 43, sexual battery;
   iv. R.S. 14:59, criminal mischief;
   v. R.S. 14:63.3, entry on or remaining in places after being forbidden;
   vi. R.S. 14:83, soliciting for prostitutes; or
   vii. any crimes related to alcohol or drugs;

c. a misdemeanor crime which reflects an inability to practice nursing safely with due regard for the health and safety of clients or patients where there also exist aggravating circumstances, including but not limited to ongoing substance abuse, discovered as part of the investigation.

2. Applicants who are denied licensure, licensure by endorsement, reinstatement, or the right to practice nursing as a student nurse as set forth in Paragraph B.1 of this Section shall not be eligible to submit a new application until the following conditions are met:

a. the applicant presents evidence that i) five years have elapsed since the final disposition of the criminal case involving applicant including, if applicable, the completion of all court ordered probation and/or parole; community supervision, restitution; and ii) that the applicant can practice nursing safely. The evidence may include, but not be limited to, certified court documents, comprehensive evaluations by board approved evaluators, employer references, and other evidence of rehabilitation. Prior to requesting a board hearing, all evidence that applicant desires to be considered shall be presented to board staff; and

b. a hearing or conference is held before the board or board staff to review the evidence, to afford the applicant the opportunity to prove that the cause for the denial no longer exists, and to provide an opportunity for the board to evaluate the evidence presented and determine whether a new application can be submitted and considered without being subject to the mandatory delay provisions of Paragraph B.1 of this Section when no new grounds for such delay exist.

C. Delay of Licensure, Licensure by Endorsement, Reinstatement, or the Right to Practice Nursing as a Student Nurse

1. Applicants for licensure, licensure by endorsement, reinstatement, and for practice as a student nurse shall be delayed approval for licensure, for reinstatement, to
receive a temporary working permit, to be eligible for NCLEX-RN, or to enter or progress into any clinical nursing course, if the applicant:

a. has a pending criminal charge that involves any violence or danger to another person, or involves a crime which constitutes a threat to patient care, or one that involves drug possession, use, production, manufacturing, distribution or dispensing; or

b. has any pending disciplinary action or any restrictions of any form by any licensing/certifying board in any state; or

c. has pledged guilty, nolo contendere, "best interest of" to, or the equivalent thereto in jurisdictions other than Louisiana, or has been convicted of committing, attempting to commit, or conspiring to commit, or allowed to participate in a pretrial diversion program in lieu of prosecution for, a crime that does not constitute grounds for denial but that reflects the inability of the person to practice nursing safely, and the conditions of the court or the pretrial diversion program have not been met, or is currently serving a court ordered probation or parole; or

d. has been diagnosed with or treated for a physical or mental infirmity that interferes with or affects the ability of the person to practice nursing safely;

e. has been diagnosed with or treated for substance dependence or substance use disorders.

2. Applicants who are delayed licensure, licensure by endorsement, reinstatement, or the right to practice nursing as a student nurse shall not be eligible to submit a new application until the following conditions are met:

a. if delay is based on the existence of a pending criminal charge, applicant must present evidence that the charge has been dismissed including, but not limited to, documents indicating that the dismissal was predicated on completion of pretrial diversion program or completion of conditions imposed for consideration of suspension of sentence under C.Cr.P. Article 893 or 894 or their equivalent in jurisdictions other than Louisiana; or

i. if the charge results in a felony conviction, other than for the commission of a crime that would constitute grounds for denial of the application, applicant must present evidence that five years have elapsed since the final disposition of the criminal case involving applicant including, if applicable, the completion of all court ordered probation and/or parole;

ii. if the charge results in a misdemeanor conviction, other than for the commission of a crime that would constitute grounds for denial of the application, applicant must present evidence of the final disposition of the criminal case including, if applicable, the completion of all court ordered probation and/or parole;

b. if delay is based on pending disciplinary action, applicant must present evidence of unencumbered license(s) or certification from all affected jurisdictions that the matter has been satisfactorily resolved; or

c. if delay is based on the existence of a physical or mental infirmity, applicant must present comprehensive psychological, psychiatric,
chemical dependency and/or other appropriate medical evaluations completed with Board approved evaluators, which may include, but not be limited to, forensic evaluations with polygraph examination, that evidence the ability of the applicant to practice nursing safely;
d. if delay is based on the existence of a substance use disorder or dependency and/or treatment for dependency, applicant must demonstrate a minimum of two years of documented sobriety and successful completion of all treatment recommendations;
e. a hearing or conference is held before the board to review the evidence, to afford applicant the opportunity to prove that the cause for the delay no longer exists, and to provide an opportunity for the board to evaluate the evidence presented and determine whether a new application can be submitted and considered without being subject to the mandatory delay provisions of Paragraph B.1 of this Section when no new grounds for such delay exist.

3. The provisions of this Section shall not apply to the reinstatement of a license that has been suspended or surrendered as a result of disciplinary action taken against a licensee by the board or which reinstatement would otherwise be subject to the provisions of LAC 46:XLVII.3415.


VI. Criminal Background Check (CBC)

Application for permission to enroll in clinical nursing courses must be accompanied by fingerprint cards, authorization forms, and fee as follows:
- Fingerprint Cards, Authorization Forms and Fee must be submitted to the nursing program to which you are applying
- The criminal history record information checks are authorized under the Nurse Practice Act, Louisiana Revised Statutes 37:920.1 and are required as part of the permission to enroll in clinical nursing courses process.
- The permission to enroll may not be delayed awaiting these reports; however, future action may result if the criminal history record information so indicates.
- Full document available online: Major Revisions to LAC 46:XLVII.3331 Denial or Delay of Licensure
- Full document available online: Denial or Delay Licensure Chart

VII. §3403. Proceeding against a Registered Nurse, Advanced Practice Registered Nurse, Registered Nurse Applicant, APRN Applicant or a Student Nurse
A. The board may deny, revoke, suspend, probate, limit, reprimand, or restrict any license to practice as a registered nurse or an advanced practice registered nurse, impose fines, assess costs, or otherwise discipline an individual in accordance with R.S. 37:921-925
and the board may limit, restrict, delay or deny a student nurse from entering or continuing the clinical phase of education in accordance with R.S. 37:921-925.

B. Every individual subjected to disciplinary proceedings shall be afforded an opportunity for a hearing before the board or its duly appointed hearing officer or committee.

C. A complaint that an individual has engaged in, or is engaging in, any conduct proscribed by R.S. 37:921, may be made by any person or the board. Such complaints shall be in writing.

D. Grounds for disciplinary proceedings are specified in R.S. 37:921:
   1. is guilty of selling or attempting to sell, falsely obtaining, or furnishing any nursing diploma or license to practice as a registered nurse;
   2. is convicted of a crime or offense which reflects the inability of the nurse to practice nursing with due regard for the health and safety of clients or patients or enters a plea of guilty or nolo contendere to a criminal charge regardless of final disposition of the criminal proceeding, including, but not limited to, expungement or nonadjudication;
   3. is unfit or incompetent by reason of negligence, habit, or other cause;
   4. has demonstrated actual or potential inability to practice nursing with reasonable skill and safety to individuals because of use of alcohol or drugs; or has demonstrated inability to practice nursing with reasonable skill and safety to individuals because of illness or as a result of any mental or physical condition;
   5. is guilty of aiding or abetting anyone in the violation of any provisions of this Part;
   6. is mentally incompetent;
   7. has had a license to practice nursing or to practice as another health care provider denied, revoked, suspended, or otherwise restricted;
   8. is guilty of moral turpitude;
   9. violated any provision of this Part.


VIII. Responsibility of Student to Notify LSBN:
If a student is admitted to the clinical sequence of the program, any subsequent disciplinary action, arrest, criminal charge or conviction, addiction, or impairment shall be reported immediately to the Department Head and the Board. All required documents shall be forwarded to the Board for evaluation in determining the student’s eligibility to continue in the clinical sequence of the program. As per the “Instructions for Application to Enroll in Clinical Nursing Courses”, students are also responsible for notifying LSBN for a:
   A. change in contact information,
   B. withdrawal from a program,
C. subsequent incident, changes to any questions answers, changes in medication previously approved taking

All student forms are available on the LSBN website:
http://www.lsbn.state.la.us/Education/RNStudents.aspx
Procedure for National Council Licensure Examination (NCLEX-RN)

All students seeking licensure as a registered nurse must successfully write the National Council Licensure Examination (NCLEX-RN) administered by the Louisiana State Board of Nursing.

1. The Department of Nursing provides each graduate candidate with an application for the NCLEX and an Application for Licensure as Registered Nurse by Examination along with appropriate directions.
2. The candidate returns the Application for Licensure with appropriate fees and forms to Department of Nursing by the specified deadline.
3. Upon graduation the Department of Nursing will request an official transcript for each graduate and will submit the application packet to the Louisiana State Board of Nursing, 17373 Perkins Road, Baton Rouge, LA 70810.

Candidates seeking licensure as a registered nurse outside of Louisiana must specify this intent to the Department of Nursing in a timely manner prior to graduation.
The Nurse Practice Act

Nursing practice in Louisiana is regulated by the Louisiana State Board of Nursing in accordance with Louisiana Revised Statutes 37:911. The purpose of this legislation is quoted from Part I, 911:

Therefore, it is the legislative intent and the purpose of this Part to promote, preserve, and protect the public health, safety, and welfare by regulating nursing education and practice and ensuring that any individual practicing or offering to practice nursing or using the title "registered nurse" or "advanced practice registered nurse" shall be licensed before engaging in such practice.


Definitions as stated in Part I, 913, are as follows:

1. “Approved program” means a nursing education program approved by the board.
2. “Authorized prescriber” means a licensed physician, dentist, or other health care provider authorized by law to prescribe drugs, medications, medical devices or appliances, and health care regiments.
3. “Board” means the Louisiana State Board of Nursing.
4. “Clinical phase of nursing education” means those nursing courses that require a student to provide nursing care, under faculty supervision, to individuals, families, and communities in diverse health care settings.
5. “Endorsement” means certification of an applicant who is duly licensed as a registered nurse or advanced practice registered nurse in another state, territory, or country for licensure to practice as a registered nurse or advanced practice registered nurse in this state.
6. “Nationally recognized certifying body” means a national certification organization which certifies qualified licensed nurses as advanced practice registered nurses and which requires certain eligibility criteria related to education and practice, offers an examination in an advanced nursing area which meets current psychometric guidelines and tests, and is approved by the board.
7. “Nursing diagnosis” means the identification of actual or potential responses to health needs or problems based on collecting, analyzing, and comparing data with appropriate nursing standards to serve as the basis for indicating nursing care or for which referral to appropriate medical or community resources is necessary.
8. “Practice of nursing” means the performances, with or without compensation, by an individual licensed by the board as a registered nurse, of functions requiring specialized knowledge and skills derived from the biological, physical, and behavioral sciences. The practice of nursing or registered nursing shall not be deemed to include acts of medical diagnosis or medical prescriptions of therapeutic or corrective nature.
9. “Registered nursing” means the practice of the scope of nursing which is appropriate to the individual’s educational level, knowledge, skills, and abilities, including:
   a. Assessing the health status of an individual or group of individuals.
   b. Establishing a nursing diagnosis and identifying health care needs, or both.
c. Establishing goals to meet identified health care needs.
d. Planning nursing care measures.
e. Implementing nursing care through such services as case finding, health instruction, health counseling, providing care supportive to or restorative of life and well-being, and executing health care regimens as prescribed by licensed physicians, dentists, optometrists, or other authorized prescribers.

Louisiana licensure guidelines in Part I, 920 are as follows:

A. (1) The board shall issue a license to each applicant who applies for licensure as a registered nurse or an advanced practice registered nurse who files an application upon a form and in such manner as the board prescribes, accompanied by such fee as required in R.S. 37:927, and who furnishes evidence to the board that he:
   (a) Is of good moral character.
   (b) Has completed the requirements of a nursing education program approved by the board which prepares him for initial licensure as a registered nurse.
   (c) Passes an examination to the satisfaction of the board.
   (d) Has completed certain course work as required by the board
   (e) Is not in violation of this Part and the rules and regulations.
   (f) Has committed no acts or omissions which constitute grounds for disciplinary action as defined in R.S. 37-921, or if found guilty of committing such acts or omissions, the board finds, after investigation, that sufficient restitution, rehabilitation, and education has occurred.
   (g) Is proficient in the English language if he graduated from a nursing education program offered in a foreign country.

B. The board shall authorize the administration of the examination to applicants for licensure as registered nurses.

C. The board may issue temporary permits under rules and regulations adopted and promulgated by the board in accordance with the Administrative Procedure Act.

D. (1) The board shall renew the licensure of each individual licensed under this Part on a schedule to be determined by the board. Each licenses shall submit an application, pay the appropriate renewal fee established by the board, and meet such other requirements of the board prior to the expiration of his license.
   (2) Any individual licensed by this Part who is no longer practicing as a registered nurse in this state may, be submitting a written request to the board, be granted inactive status. No payment of an annual licensing fee shall be required by any individual who has been granted inactive status. Such individual may be granted active status by submitting an application form, paying the appropriate fee established by the board, and meeting other such requirements of the board.
   (3) Any individual who is no longer engaged in the practice of nursing may be granted a license with a retired status upon filing an application requesting such status and paying the fee established by the board.
(4) Any individual whose license has lapsed by failing to renew the license may have his license reinstated by submitting an application, paying the appropriate fee established by the board, and meeting other such requirements of the board.

E. Upon findings of sufficient evidence that the public health and safety are at risk, the board may require licensees and applicants for licensure to submit to a physical or mental examination by a health care provider designated by the board who is licensed to perform such examination. The licensure or applicant may request a second health care provider to perform an independent medical examination. Refusal of or failure by the licensees or applicant to submit to such examination and to sign for release the findings of such examination to the board shall constitute evidence of any allegations related to such conditions.

The above are excerpts from the Nurse Practice Act. A complete copy of the Nurse Practice Act may be obtained by writing to the Louisiana State Board of Nursing, 17373 Perkins Road, Baton Rouge, LA 70810.

Student’s Professional Responsibilities

The following Code of Ethics with Interpretive Statements (2015) has been developed by the American Nurses Association (ANA) to provide guidelines for the nurse’s professional role.

**Code of Ethics**

Provision 1 – The nurse practices with compassion and respect for the inherent dignity, worth, and unique attributes of every person.

Provision 2 – The nurses’ primary commitment is to the patient, whether an individual, family, group, community, or population.

Provision 3 – The nurse promotes, advocates for, and protects the rights, health, and safety of the patient.

Provision 4 – The nurse has authority, accountability, and responsibility for nursing practice; make decisions; and takes action consistent with the obligation to promote health and to provide optimal care.

Provision 5 – The nurse owes the same duties to self as to others, including the responsibility to promote health and safety, preserve wholeness of character and integrity, maintain competence, and continue personal and professional growth.

Provision 6 – The nurse, through individual and collective effort, establishes, maintains, and improves the ethical environment of the work setting and conditions of employment that are conducive to safe, quality health care.

Provision 7 – The nurse, in all roles and settings, advances the profession through research and scholarly inquiry, professional standards development, and the generation of both nursing and health policy.

Provision 8 – The nurse collaborates with other health professionals and the public to protect human rights, promote health diplomacy, and reduce health disparities.

Provision 9 – The profession of nursing, collectively through its professional organizations, must articulate nursing values, maintain the integrity of the profession, and integrate principle of social justice into nursing and health policy.

Students’ Bill of Rights/Responsibilities

The Baccalaureate Nursing faculty adopted the following Student Bill of Rights/Responsibilities from the National Student Nurses Association (NSNA) in 1994. The NSNA Student Bill of Rights and Responsibilities was initially adopted in 1975. The document was updated by the NSNA House of Delegates in San Antonio, Texas (1991); and item #4 was revised by the NSNA House of Delegates in Baltimore, Maryland (2006). Further amendments were adopted by the House of Delegates at the NSNA Annual Convention on April 7, 2017 in Dallas, TX.

1. Under no circumstances should a student be barred from admission to a particular institution on the basis of race, sex, sexual orientation, gender identity, age, citizenship, religion, national origin, disability, illness, legal status, or personal attributes, or economic status.
2. The freedom to teach and the freedom to learn are inseparable facets of academic freedom and quality education; students should exercise their freedom in a responsible manner.
3. Each institution has a duty to develop policies and procedures which provide for and safeguard the students’ freedom to learn.
4. Students should be encouraged to develop the capacity for critical judgment and engage in an autonomous, sustained, and independent search for truth.
5. Students should be free to take reasoned exception in an informed, professional manner to the data or views offered in any course of study. However, students are accountable for learning the content of any course of study for which they are enrolled.
6. Students should have protection, through orderly approved standard procedures, against prejudicial or capricious academic evaluation. However, students are responsible for maintaining standards of academic performance established for each course in which they are enrolled.
7. Information about student views, beliefs, political ideation, legal status, United States citizenship status, sexual orientation or other personal information which instructors acquire in the course of their work or otherwise, should be considered confidential and not released without the knowledge or consent of the student, and should not be used as an element of evaluation.
8. The student should have the right to advocate for themselves and other students in the construction, delivery and evaluation of the curriculum.
9. Institutions should have a clearly written published policy as to the disclosure of private and confidential information which should be a part of a student's permanent academic record in compliance with state and federal laws.
10. Students and student organizations should be free to examine and discuss all questions of interest to them, and to express opinions in an informed, professional manner, both publicly and privately.
11. Students should be allowed to invite and hear any individual of their own choosing within the institution's guidelines, thereby advocating for and encouraging the advancement of their education.
12. The student body should have clearly defined means to participate in the formulation and application of institutional policy affecting academic and student affairs, thereby
encouraging leadership, e.g., through a faculty - student council, student membership, or representation on relevant faculty committees.

13. The institution has an obligation to clarify those standards of conduct which it considers essential to its educational mission, community life, and its objectives and philosophy. These may include, but are not limited to, policies on academic dishonesty, plagiarism, punctuality, attendance, and absenteeism.

14. Disciplinary proceedings should be instituted only for violations of standards of conduct. Standards of conduct should be formulated with student participation, clearly written and published in advance through an available set of institutional regulations. It is the responsibility of the student to know these regulations.

15. The nursing program should have readily available a set of clear, defined grievance procedures.

16. As citizens and members of an academic community, students are exposed to many opportunities and they should be mindful of their corresponding obligations.

17. Students have the right to belong to or refuse membership in any organization.

18. Students have the right to personal privacy in their individual / personal space to the extent that their wellbeing and property are respected.

19. Adequate safety precautions should be provided by nursing programs, for example, adequate street and building lighting, locks, patrols, emergency notifications, and other security measures deemed necessary to ensure a safe and protected environment.

20. Dress code, if present in school, should be established with student input in conjunction with the school administration and faculty. This policy ensures that the highest professional standards are maintained, but also takes into consideration points of comfort and practicality for the student.

21. Grading systems should be carefully reviewed initially and periodically with students and faculty for clarification and better student-faculty understanding.

22. Students should have a clear mechanism for input into the evaluation of their nursing education and nursing faculty.

23. The nursing program should track their graduates’ success in finding entry-level employment as registered nurses and make this information available to all who apply and enroll.

24. The nursing program should provide comprehensive, clear and concise information related to student loans, scholarships and any other student financial aid.

Nicholls State University
College of Nursing and Allied Health
Department of Nursing
Bachelor of Science in Nursing Program

Communication of Policy Change to Students
Nicholls State University  
College of Nursing and Allied Health  
Department of Nursing  
Bachelor of Science in Nursing Program

Student Expenses

There are expenses unique to the BSN Program above University expenses the student incurs upon acceptance into Nursing 222.

Clinical requirements – Documentation for clinical compliance is a self-managed process through CastleBranch™. There is a one-time fee of $65 paid at the time of account creation. This fee covers OSHA and HIPAA eLearning modules, verification of initial clinical compliance, and ongoing tracking of clinical compliance. Additionally, students are responsible for the cost of renewing and maintaining up-to-date status for CPR certification, professional liability insurance, TB skin testing, vaccinations as part of clinical requirements.

Physical Assessment & Basic Supply Kit – There are expenses unique to the BSN Program, above University expenses the student incurs upon acceptance into Nursing 222. Students are required to purchase these kits at the mandatory BSN Assembly. Bring a money order in the amount of $240 payable to Nicholls Association of Student Nurses. The kits are used in all clinical nursing courses.

<table>
<thead>
<tr>
<th>Equipment</th>
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<tbody>
<tr>
<td>Physical Assessment Kit</td>
<td>$150.00</td>
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<tr>
<td>Basic Supply Kit</td>
<td>$55.00</td>
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<tr>
<td>Lab shirt</td>
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<tr>
<td>Name Pins</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$240.00</strong></td>
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</tbody>
</table>

Uniforms – Clinical nursing uniforms are required. The prices below are estimated. Please do not purchase uniforms until after class begins in order to assure uniform policy compliance. The BSN insignia can be purchased from the University Bookstore at any time.

<table>
<thead>
<tr>
<th>Uniforms</th>
<th>Female</th>
<th>Male</th>
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<tbody>
<tr>
<td></td>
<td>Dress uniform</td>
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<td></td>
<td>OR</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Pantsuit</td>
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</tr>
<tr>
<td></td>
<td>Lab Coat</td>
<td>$24.00</td>
</tr>
<tr>
<td></td>
<td>2 BSN Insignia</td>
<td>$30.00</td>
</tr>
<tr>
<td></td>
<td>White Shoes</td>
<td>$50.00</td>
</tr>
</tbody>
</table>
Additional Estimated Expenses beyond the First Clinical Semester

This information is given in advance so necessary planning can be made for these expenses. Prices and fees for the above items are subject to change over time.

1. Each semester students are required to purchase course specific textbooks – the cost varies; when possible, textbook bundles are offered through the bookstore
2. Purchase of Professional Liability Insurance with annual renewal – approximately $50 per year
3. Random urine drug screening throughout the program: $31.00 for each screening. All students are subject to a mandatory drug screen on admission to the BSN program, then randomly thereafter throughout the BSN program.
4. Nursing t-shirts and sweatshirts are offered for purchase each semester through the Nicholls Association for Student Nurses (NASN). These shirts are considered lab uniforms and are a required purchase. Price range $15-$25.
5. Students are strongly encouraged to join and become active in NASN while enrolled in the nursing program. Annual dues are $50 and include national and local membership.
6. Costs incurred during the last clinical semester include:
   a. Application for State Board Licensure and Application for NCLEX-RN semester - $300.00
   b. Class Pin - $100 - $400.00 (sterling silver to 10K)
   c. Class and individual Photos (optional) - $100.00
   d. NCLEX-RN Review Course (optional) - $350.00
1. Students may apply for admission in Nursing 222/223 by completing an Application to the BSN Program. BSN application packets may only be obtained after attending a mandatory nursing information session (NIS). If a student did not attend Nicholls the semester prior to application date, a completed transcript of grades from all other colleges and universities must be submitted to the Office of Admissions.

2. The student should seek information from the BSN Program Coordinator within the Department of Nursing regarding information sessions and appropriate application deadlines for submission of application for Nursing 222/223.

3. Requirements for entry into the beginning clinical nursing course (Nursing 222/223) are as follows:
   a. Completion of required first 35 hours of the BSN Curriculum.
   b. Grade-point average of at least 2.75 (4.0 scale) in all required courses with no grade below a “C”. Only the first 35 hours of required courses in the Nicholls BSN curriculum will be utilized to determine GPA.
   c. Students are limited to a total of three (3) repeats among the 35 prerequisite hours to be eligible to apply to the clinical component of the BSN program.
   d. Completion of the Anatomy/Physiology and Biology sections of the HESI (Health Education System, Inc.) Admissions Assessment Test (A²) with minimum score of 75% in each section.
   e. Students on probationary status are not permitted to enroll in nursing courses with a clinical component.

4. Following application/transcript evaluation for Nursing 222 applicants, e-mails will be sent to all applicants offered a seat in the BSN program. Students not offered a seat in the BSN program will be notified by mail.

5. Students must receive approval from the Louisiana State Board of Nursing (LSBN) to enter clinical nursing courses. Additionally, students will be informed by letter of their status in the following manner:
   a. Qualified and offered acceptance into the clinical sequence:
      i. Meets all criteria and ranks in the top 80 candidates – Candidates will be e-mailed and informed of their ranking and offered a seat in the BSN Program.
      ii. Students are required to accept or decline the seat via e-mail. If a student declines admission and plans to enter the clinical sequence in a following semester they must reapply and complete the application and ranking process again.
b. Qualified and denied:
   i. Meets all criteria, but the number of applicants exceeds the number of available seats.
   ii. These students will be notified by letter sent via U.S. Mail. Students in this category must reapply in a subsequent semester if they wish to be considered. No “waiting lists” are maintained in the BSN program.

c. Unqualified:
   i. Lacks qualification – GPA and/or prerequisite courses.
   ii. Incomplete application material
   iii. Application received after deadline
   iv. Lacks LSBN approval to enter a clinical nursing course.
   v. These students will be notified by letter via U.S. Mail detailing the requirements that were not met.
   vi. Students in this category must, at a minimum, meet the requirements of application eligibility and reapply in a subsequent semester if they wish to be considered.

Meeting admission criteria for the BSN Program does not guarantee admission to the BSN Program.
Retention and Progression

1. To progress in the Nursing sequence, students must maintain a minimum grade of C and a cumulative grade point average of at least 2.0 (4.0 scale) in all required courses in the curriculum and satisfy all prerequisites requirements.

2. A student is permitted one failure or withdrawal once admitted to the clinical nursing sequence. A second failure or withdrawal, in any clinical nursing course, constitutes dismissal from the program. This is known as the “two course, two take” rule and applies to all core nursing courses.

3. All students who receive I’s or W’s must submit a written explanation of this grade for priority consideration for re-entry.

4. Students who do not successfully complete a required clinical course, who fall below a GPA of 2.0 in the Nursing curriculum, or who withdraw from a required course must submit an application requesting re-entry into the clinical sequence no later than ten (10) business/work days (i.e. days the University is open for business; classes are not necessarily in session on or during those days) after final grades for that clinical nursing course from the preceding semester are available in Banner.

5. Requirements for graduation must be completed within seven years from the date of entry into Nursing 222. Failure to do so will necessitate the individual having to repeat all Nursing courses.

6. Evidence of the following are required while enrolled in any clinical nursing course:
   a) Current certificate of health insurance submitted and verified by CastleBranch™.
   b) Copy of current liability (malpractice) insurance certificate submitted and verified by CastleBranch™.
   c) Compliance with health requirements submitted and verified by CastleBranch™.
   d) Copy of current American Heart Association BLS card submitted and verified by CastleBranch™.
   e) Official verification of licensure status submitted and verified by CastleBranch™ for LPN or RN students.

7. Withdrawal or failure with final grade of “D” or “F” in any two (2) nursing courses taken during the same semester, will constitute automatic dismissal from the BSN Program based upon the “two course, two take” rule.

8. If a student withdraws from or is otherwise unsuccessful in NURS 226 prior to the commencement of clinical learning experiences in N223, that student will not be permitted to
participate in those clinical learning experiences in NURS 223. Hence, as per the requirements in the current NURS 223 syllabus, that student will receive a final grade in NURS 223 of not higher than “D”.

9. Any current Nicholls State University BSN clinical student who is ineligible to return to the BSN program, related to the progression policy, may re-apply for admission seven (7) years from the date of initial enrollment in the first clinical nursing course. If accepted, based on the most current admission criteria, the student will be enrolled in Nursing 222, 226, and 228.
Re-Admission into Clinical Nursing Courses

All students seeking re-admission into any clinical nursing course for a particular semester:

1. Must submit their application for re-admission to the BSN Program no later than ten (10) business/work days (i.e. days the University is open for business; classes are not necessarily in session on or during those days) after final grades for that clinical nursing course from the preceding semester are available in Banner. Applications for re-admission will not be considered after those ten (10) days have elapsed.

2. Will be re-admitted to the BSN Program on a space available basis. There is no guarantee that any student, much less all students, seeking re-admission to the BSN Program will be re-admitted.

3. Will be ranked according to initial admission scoring procedures, in the event that there are more applicants for re-admission than there are available seats in a particular clinical nursing course. Those with the higher ranking scores will be re-admitted in decreasing order until all the available seats are filled in the clinical nursing course to which the re-admission is sought. It is therefore possible that for students seeking re-admission to a particular clinical nursing course, some may be re-admitted and others may not.

Adopted: 9/03
Revised: 08/12
Reviewed: 07/10; 07/11; 07/13; 07/14; 8/15; 8/16; 6/18
Transfer Students Seeking Credit for Clinical Nursing Courses

Transfer students applying for entry into an upper level nursing course must:
1. Have a 2.75 or better GPA in the first 35 hours of the Nicholls BSN curriculum.
2. Maintain a minimum grade of “C” in all required courses.
3. Have no more than three (3) repeats in all co-requisite courses within the first 35 hours of the Nicholls BSN curriculum.
4. Completion of the Biology and Anatomy/Physiology sections of the HESI (Health Education System, Inc.) Nursing Admissions Assessment Test (A²) with minimum score of 75% in each section.
5. Have no more than one (1) clinical nursing course failure in their current program.
6. Maintain a minimum cumulative GPA of 2.0 in all required courses in the curriculum.
7. Satisfy prerequisite requirements to courses for which entry is sought.
8. Have on file a letter of good standing, indicating eligibility to return to their current program of nursing, from the school from which transfer is sought.
9. Satisfy residence requirements for a Bachelor’s degree at Nicholls State University.

When the above requirements have been satisfied:
1. Admission into higher level clinical nursing courses will be on a space available basis.
2. A transfer student seeking placement in any clinical nursing course beyond Nursing NURS 223 will be ranked, based upon the first 35 hours of the BSN curriculum, along with any repeating student seeking enrollment in the same course. The ranking score will be instituted only if there are more transfer and/or repeating students than spaces available.
3. In order for students to be granted a course substitution for a clinical nursing course, the student must submit a syllabus for any course for which credit is sought at least one semester prior to anticipated admission. The syllabus will be reviewed by the appropriate course coordinator. If the course is deemed by the course coordinator to be equivalent in content and scope, a course substitution will be submitted through the appropriate University channels. This information must be submitted one semester prior to anticipated admission.

NOTE:
1. Clinical nursing course failures from the student’s current nursing program will follow the student if accepted as a transfer student.
2. If a student has failed out of their current/previous clinical nursing program and is not eligible to continue at that school, the student will not be eligible to apply to the Nicholls State University BSN program for a period of seven (7) years from when they entered their first clinical nursing course of the previous program.
Nicholls State University
College of Nursing and Allied Health
Department of Nursing
Bachelor of Science in Nursing Program

Criteria for Application and Progression

Students entering this program must meet the admission requirements of Nicholls State University and make an additional application to the Bachelor of Science Nursing Program.

Students on probationary status are not permitted to enroll in nursing courses with a clinical component.

Minimum standards for entrance into the beginning clinical nursing course (Nursing 222/223) in the sophomore year are as follows:

1. Completion of the first 35 hours of the Nicholls Bachelor of Science in Nursing required curriculum with no grade lower than a “C”.
2. Grade-point average of 2.75 (4.0 scale) in all required courses. Only required courses of the Freshman year will be utilized to determine G.P.A.
3. Students are limited to a total of three (3) repeats among the 35 prerequisite hours to be eligible to apply to the clinical component of the BSN program.
4. Completion of the Biology and Anatomy/Physiology sections HESI (Health Education System, Inc.) Nursing Admissions Assessment Test (A2) with minimum score of 75% in each section.
5. Meeting the minimum requirements for admission does not guarantee program admission.
6. Students must have approval to enroll in a clinical nursing course by the Louisiana State Board of Nursing (LSBN).
7. Students transferring from another nursing program must meet minimum admission and progression requirements of the BSN Program. Furthermore, transfer students must have a letter of good standing submitted from the nursing program from which they are transferring which states they are eligible to re-enter that program.

All students must submit a completed application to this program preceding the semester he/she plans to enter Nursing 222/223. A student wishing to transfer into this curriculum must have a transcript of all prior credits on file in the Office of Admissions, and evaluated by said office before a request for admission can be submitted to the Committee for Admissions and Progressions. Students not officially granted admission into Nicholls State University will not be considered for acceptance into the BSN program.

Students enrolled in clinical nursing courses must maintain a minimum grade of C and a cumulative grade-point average 2.0 in all required courses in the curriculum in order to progress in the nursing sequence. A student is permitted one failure/or withdrawal once admitted to the clinical nursing sequence. A second failure/or withdrawal, in any nursing course in the nursing major, constitutes dismissal from the program. The requirements for graduation must be completed within seven years from the date of entry into Nursing N222/223. Failure to do so will result in the individual having to repeat all nursing courses. Due to the limited number of faculty
positions and size limitations in the hospitals utilized for the clinical component of the nursing courses, a quota must be placed upon the number of students enrolled in nursing courses with a clinical component.

Additionally, students could be required to enroll in a clinical course during one summer session to maintain state board requirements for faculty/student ratios.

It is the responsibility of all students to seek approval from the Louisiana State Board of Nursing in writing for the right to practice as students of nursing in Louisiana prior to enrolling in the first clinical course and to provide LSBN with any certified documents necessary to receive approval to enter the clinical nursing courses.

Individuals who are not U.S. citizens are expected to have an Alien Registration number.

The BSN program curriculum is subject to change as deemed necessary by the faculty and administration to ensure an effective program of study. Students are expected to schedule an appointment with an advisor of the program prior to registration.

**BSN Curriculum Guide/Degree Plan**

### FRESHMAN YEAR

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### SOPHOMORE YEAR

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Total Credit Hours: 120

SUPPORT COURSE DESCRIPTIONS

AHSC 220. Pathophysiology. 3-3-0. Prerequisite: C or better in BIOL 116. Systems approach which identifies, characterizes, and analyzes physiological alterations in the functions of the human body. Emphasis on the alterations of normal physiology and the various ways alterations are manifested. (51.0999)

AHSC 221. Pharmacology. 3-3-0. Prerequisites: C or better in BIOL 114, 115, 116, and 117 and credit or registration in NURS 226 or DIET 305. Underlying principles of actions of various drug groups, sources, physical and chemical properties, physiological actions, absorption rate, excretion, therapeutic uses, side effects, and toxicity. Emphasis on fundamental concepts applying to actions of most drugs. (51.0999)

BIOL 114. Human Anatomy and Physiology 1. 3-3-0. Prerequisite: Eligibility for MATH 100 or 117. A descriptive presentation of the structure and function of the organ systems of the human body covering cells, tissues. Bones, muscles and nervous system. (26.0403)

BIOL 115. Human Anatomy and Physiology Laboratory 1. 1-0-3. Prerequisite: Concurrent enrollment or prior completion of BIOL 114. A laboratory course to accompany BIOL 114 using specimens, models and instruments to investigate the structure and function of the human body. (26.0403)

BIOL 116. Human Anatomy and Physiology 11. 3-3-0. Prerequisites: BIOL 114. A descriptive presentation of the structure and function of the organ systems of the human body covering the cardiovascular, immune, respiratory, digestive, endocrine, excretory and reproductive systems. (26.0707)

BIOL 117. Human Anatomy and Physiology Laboratory 11. 1-0-3 Prerequisite: concurrent enrollment or prior completion of BIOL 116. A laboratory course to accompany BIOL 116 using specimens, models and instruments to investigate the structure and function of the human body. (26.0707)

BIOL 205. Microbiology. 3-3-0. Prerequisites: C or better in BIOL 114 and C or better or concurrent registration in BIOL 116. Principles of microbiology, with emphasis on health and disease. This course is not designed for natural science majors. (26.0503)
CHEM 109, General, Organic, and Biological Chemistry for Nursing. 3-3-0. Prerequisite: Eligibility for MATH 100 or MATH 117. Emphasis is on board aspects of general, organic, and biochemistry necessary for the comprehension of biological processes occurring within the human body. (40.0599)

DIET 200. Applied Nutrition. 3-3-0. Prerequisite: Completion of 30 hours non-remedial coursework to include C or better in both ENGL 101 and non-remedial math. Basic nutrition related to food and health problems in the present socio-economic and cultural environment. Emphasis on the practical application of the science of nutrition. (51.3199)

ENGL 101. English Composition 1. 3-3-0. Prerequisite: Initial placement by ACT score of 18 or better in English, or C or better in ENGL 003, or satisfactory score on departmental placement test. Introduction to expository writing and critical thinking. (23.1301)

ENGL 102. English Composition 11. 3-3-0. Prerequisite: C or better in ENGL 100 or 101 or satisfactory score on placement test. Further development of writing in various genres and critical thinking with an introduction to research. C or better in ENGL 102 is required for graduation. (23.1301)

ENGLISH LITERATURE. 3-3-0. From English literature courses numbered 200 level or above.

ENGL 468. Technical Writing for the Sciences. 3-3-0. Prerequisites: C or better in ENGL 102. Application of writing skills to specialized tasks in technical and scientific areas. Individual and collaborative writing projects. (23.0101)

FINE ARTS ELECTIVE. 3-3-0. From any ART or MUS course, or from FNAR 105, 301, 302, or from SPCH 300 as specified by the major/minor/concentration/certification.

HISTORY. A total of 3 hours of History from any HIST prefix courses.

HUMANITIES. A total of 3 hours of any Board of Regents approved Humanities course. A list of approved courses can be found here: https://www.nicholls.edu/general-education/files/2018/05/GenEdCoreCurriculum_cat2018-19.pdf

MATH 101. College Algebra. 3-2-3. Prerequisite: Grade of C or better in MATH 003, C or better in MATH 115, or Grade of D in MATH 100, or Math ACT Subscore of 21 or better, or satisfactory score on placement test. Linear equations and inequalities, linear applications, systems of linear equations, quadratic equations and inequalities, absolute-value equations and inequalities, radical equations, functions and graphs, polynomial and exponential and logarithmic functions. For MATH 101 WWW (web), priority is given to students enrolling in MATH 101 for the first time. Credit in MATH 100 is equivalent to MATH 101. (27.0101) OR

MATH 117. Contemporary Mathematics and Quantitative Analysis. 3-3-0. Prerequisite: Grade of C or better in MATH 003, or 115, grade of D or better in MATH 100 or 101, or MATH
ACT subscore of 19 or better, or satisfactory score on placement test. Degree credit will be granted in only one of the following courses: MATH 116, MATH 117. This course applies basic college-level mathematics to real-life problems and is appropriate for students whose majors do not require college algebra. This course covers selected topics in reasoning, data analysis, financial mathematics, measurement, and applications of mathematics to everyday problem-solving. Credit in MATH 116 is equivalent to MATH 117. (27.0101)

**MATH 214. Introductory Statistics.** 3-3-0. Prerequisite: C or better in MATH 100, 101, 115, 116, or 117. Organizing data, averages and variations, stem-and-leaf and box plots and other graphical presentations of data, conducting experiments, elementary probability theory, distributions, estimations, hypothesis testing, regression and correlation. (27.0101)

**OIS 200. Computers in the Office.** 2-2-0. Prerequisite: Eligibility for MATH 100 or higher. Use of computers in processing business information using typical software packages available for personal computers—focusing on spreadsheet and database processing techniques but also including moderate coverage of work processing techniques. (11.1099)

**PSYC 101. General Psychology.** 3-3-0. Prerequisite: Eligibility for enrollment in ENGL 101 or higher. An introduction to the science and profession of psychology. (42.0101)

**SOCI 204. Cultural Diversity in American Society.** 3-3-0. Examines the cultural characteristics, contributions and patterns of contact of diverse groups in American society, including Native Americans, African Americans, Hispanic Americans, Asian Americans and European Americans. (45.1101)

**UNIV 101. University Prep.** 1-1-0. First time entering freshman and transfer students with less than 30 hours. Helps students adjust to the university, provides a support system and promotes understanding of the requirements of the major. Career exploration/assessment pertinent to the major. Satisfies university freshman seminar requirements. (37.0199)

**NURSING COURSE WORK FOR BSN COMPLETION**

**NURS 222. Basic Nursing Process I.** 3-2-3. Prerequisite: First 35 hours in the BSN Curriculum. Prerequisites or co-requisites: NURS 226 and 228, DIET 200, and SOCI 204. Introduction of the key concepts underlying nursing practice and the application of basic nursing skills in the classroom and laboratory setting. (51.3801)

**NURS 223. Basic Nursing Process II.** 2-1-3. Prerequisite: First 35 hours in the BSN Curriculum. Prerequisites or co-requisites: NURS 222, 226, and 228, DIET 200, and SOCI 204. Introduction of the key concepts underlying nursing practice and the application of basic nursing skills in the classroom, laboratory, and clinical setting. (51.3801)

**NURS 226. Health Assessment and the Adult Client.** 3-2-3. Prerequisite: First 35 hours in the BSN Curriculum. Prerequisites or co-requisites: NURS 222, 223 and 228, DIET 200, and SOCI 204. RN to BSN students must see an advisor. Introduction of the concepts underlying assessment and the application of basic assessment skills. (51.3801)
NURS 228. Gerontic Nursing Care Concepts. 2-2-0. Prerequisite: First 35 hours in the BSN Curriculum. Prerequisites or co-requisites: NURS 226, DIET 200, and SOCI 204. Examines nursing care of older adults; increased complexity and variations in care; increased co-morbidities and chronic illnesses and associated treatments; and methods to overcome potential barriers to communication with older adults. Formerly NURS 316. (51.1601)

NURS 255. Nursing and the Adult I. 7-4-9. Prerequisite: Completion of the 51 semester hours of baccalaureate nursing curriculum. Prerequisites or co-requisites: AHSC 220 and 221, and English Literature Elective. Nursing of the adult individual with selected well-defined health alterations. Lecture, laboratory, clinical components utilize nursing process with emphasis on assessment, nursing diagnosis, and planning. (51.3801)

NURS 340. Interprofessional Concepts for Contemporary Nursing. 3-3-0. Prerequisite: NURS 355. Examines the historical development of nursing and its relationship to contemporary issues and trends. Focus is on social, legal, and ethical components of professional nursing. (51.3801)

NURS 355. Nursing and the Adult II. 8-4-12. Prerequisite: NURS 255. Prerequisites or co-requisites: ENGL 468 and MATH 214. Knowledge, skills and attitudes essential to health needs of adults experiencing multiple health alterations. Clinical components utilize nursing process, emphasizing planning and implementation. (51.3801)

NURS 371. Nursing and the Childbearing Family. 5-3-6. Prerequisite: NURS 355, Prerequisites or co-requisites: NURS 340 and 381. Emphasis on knowledge, skills, and attitudes essential to health needs of healthy obstetric/newborn clients and those experiencing multiple health alterations within the family. Laboratory and clinical components utilize nursing process with emphasis on planning and implementation. (51.3801)

NURS 381. Nursing and the Childbearing Family. 5-3-6. Prerequisite: NURS 355. Prerequisites or co-requisites: NURS 340 and 371. Emphasis on knowledge, skills, and attitudes essential to health needs of pediatric clients from infancy to adolescence experiencing multiple health alterations within the family unit. Laboratory and clinical components utilize nursing process with emphasis on planning and implementation. (51.3801)

NURS 400. Mental Health Nursing. 5-3-6. Prerequisites: NURS 371 and 381. Prerequisites or co-requisites: NURS 420 and 422. Promotion, maintenance, and restoration of optimal mental health with emphasis on therapeutic communication skills and therapeutic use of self in providing care to individuals, groups aggregates, and communities. (51.3801)

NURS 420. Community Health Nursing. 5-3-6. Prerequisites: NURS 371 and 381. Prerequisites or co-requisites: NURS 400 and 422. RN to BSN students must see an advisor. Incorporates family-centered, community-based nursing process in providing health care to individuals, groups, aggregates, and communities. (51.3801)
NURS 422. Nursing Research and Evidence for Best Practice. 3-3-0. Prerequisite: MATH 214. Emphasis is on the language of nursing research, critical analysis of nursing research, and application of evidence based research findings in clinical practice. Formerly NURS 440. (51.3801)

NURS 427. Nursing Leadership/Management. 3-3-0. Prerequisites: NURS 400, 420, and 422. Co-requisite: NURS 428. Nursing leadership and management of healthcare organizations with emphasis on theory, research, management functions, and practical application. (51.3801)

NURS 428. Preceptorship Experience in Professional Nursing. 4-0-12. Prerequisites: NURS 400, 417, 420, and 422. Co-requisite: NURS 427. RN to BSN students must see an advisor. Theory, research, and practical application to management of a health care team for individuals, families, aggregates, and communities by incorporating critical thinking and decision-making skills. The clinical focus is on utilization of plan of care with emphasis on implementation and evaluation in providing and managing nursing care. (51.3801)

NURSING ELECTIVE. 3-3-0. Any 3 credit hour Nursing Elective offered through the Department of Nursing.
Classroom Accommodations for Students with Disabilities: Policy and Standards

POLICY:
It is the policy of Nicholls State University and the Department of Nursing not to discriminate and to render all services without regard to race, color, religion, national origin, age, sex, veteran status, political affiliation, disabilities, or in accordance with EWE 92-7 because of an individual’s sexual orientation. Thus, in compliance with the Americans with Disability Act of 1990, all individuals regardless of disability are afforded equal opportunity for admission and to achieve the same results for progression as specified in course student learning outcomes as that afforded others. Students requesting accommodations must identify themselves with the Student Access Center, following the steps outlined in the Students with Disabilities Policy found in the Nicholls State University Code of Student Conduct. For individuals with disabilities, reasonable modifications are made to policies or procedures, when such modifications are necessary to measure achievement of course student learning outcomes; unless doing so would fundamentally alter course student learning outcomes and/or patient safety. These modifications are offered for no additional charge. The student reserves the right to refuse these accommodations.

Students who have been identified as having the characteristics of dyslexia and/or a related learning disorder are entitled to accommodations. Eligible students should contact the Louisiana Center for Dyslexia and Related Learning Disorders at 985-448-7194 or 163 Peltier Hall. Additional information for the center can be found at www.nicholls.edu/dyslexia/college-program.

Students (with a documented disability) who have identified themselves with the Student Access Center/Louisiana Center for Dyslexia and related Learning Disorders with documented disability and who have requested modifications to policies, practices, or procedures in the Department of Nursing may file a grievance with the department head if they have been treated in a discriminatory manner. The department head will process the grievance according to procedures set forth in the Department of Nursing’s student Handbook.

PROCEDURE
1. The student will hand deliver the letter of recommendations from the Student Access Center/Louisiana Center for Dyslexia to the faculty.
2. Upon receipt of the letter of recommendations for accommodations from the student, the faculty are to perform a careful review of these recommendations. The Academic and Technical Standards outlined in the Student and Faculty Handbooks are to be used as a guideline for this review.
3. The faculty are to approve or disapprove the proposed recommendations. If approved, the faculty and student are to sign and each retain a copy of the letter. Disapproval will result in renegotiations.
4. Faculty may have recommendations to make, and renegotiations may be warranted.

Revised: July 2012; 8/17
Reviewed: August 2001; July 2005, 7/14, 7/15, 8/16, 7/18
Nicholls State University
College of Nursing and Allied Health
Department of Nursing

Essential Academic and Technical Standards for BSN Students

Nicholls State University Department of Nursing, following the American Association of Colleges of Nursing (AACN) position statements on accommodating student with disabilities, has identified essential functional abilities (technical abilities) necessary for the safe practice of nursing. “As a profession, necessitating licensure to practice, nursing education requires thoughtful consideration of the academic and technical standard required to prepare high quality nurses” (Marks & Ailey, n.d., p. 8). These standards also incorporate the AACN’s set of competencies as outlined in Essentials for Baccalaureate Education in all types of settings and highlights concepts central to the BSN Conceptual Model.

As nursing is recognized as a practice discipline incorporating the knowledge, skills, and attitudes necessary for safe practice, these technical standards are consistent with the minimum standards needed to be successful in a nursing education program. The technical standards listed are necessary for students with or without accommodations.

Potential students are advised of the Essential Academic and Technical Standards for BSN Students during the application period. Incoming students will then be informed of the standards during program orientation/assembly. Students are required to validate, by signature, receipt of and responsibility for the standards upon admission to the program and every semesters thereafter.

Faculty are responsible for monitoring student performance and behavior in the classroom, laboratory, and clinical setting to determine whether the student is meeting the essential academic and technical standards.

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<tr>
<th>Requirement</th>
<th>Standard</th>
<th>Examples</th>
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<tbody>
<tr>
<td>Acquiring fundamental knowledge</td>
<td>1. Ability to learn in classroom and educational settings</td>
<td>1. Acquire, conceptualize and use evidence-based information from demonstrations and experiences in the basic and applied sciences, including but not limited to information conveyed through online coursework, lecture, group seminar, small group activities and physical demonstrations</td>
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<td>2. Ability to find sources of knowledge and acquire the knowledge</td>
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<td>3. Ability to be a life-long learner</td>
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<td>4. Novel and adaptive thinking</td>
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<td>Requirement</td>
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<tr>
<td>Developing communication skills</td>
<td>1. Communication abilities for sensitive and effective interactions with patients (persons, families and/or communities)</td>
<td>1. Accurately elicit or interpret information: medical history and other info to adequately and effectively evaluate a client or patient’s condition</td>
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<td>2. Communication abilities for effective interaction with the health care team (patients, their supports, other professional and non-professional team members)</td>
<td>2. Accurately convey information and interpretation of information using one or more means of communication (verbal, written, assisted (such as TTY) and/or electronic) to patients and the health care team</td>
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<td>3. Sense-making of information gathered from communication</td>
<td>3. Effectively communicate in teams</td>
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<td>4. Social intelligence</td>
<td>4. Determine a deeper meaning or significance in what is being expressed</td>
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<td>5. Connect with others to sense and stimulate reactions and desired interactions</td>
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<td>Interpreting data</td>
<td>1. Ability to observe patient conditions and responses to health and illness</td>
<td>1. Obtain and interpret information from assessment maneuvers such as assessing respiratory and cardiac function, blood pressure, blood sugar, neurological status, etc.</td>
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<tr>
<td></td>
<td>2. Ability to assess and monitor health needs</td>
<td>2. Obtain and interpret information from diagnostic representations of physiologic phenomena during a comprehensive assessment of patients</td>
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<td>3. Computational thinking</td>
<td>3. Obtain and interpret information from assessment of patient’s environment and responses to health across the continuum</td>
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<td>4. Cognitive load management</td>
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<tr>
<td>Requirement</td>
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<td>Examples</td>
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| Integrating knowledge to establish clinical judgment  | 1. Critical thinking, problem-solving and decision making ability needed to care for persons, families and/or communities across the health continuum and within (or managing or improving) their environments—in one or more environments of care  
2. Intellectual and conceptual abilities to accomplish the essential of the nursing program (for example, baccalaureate essentials)  
3. New-media literacy  
4. Transdisciplinary  
5. Design mindset | 1. Accomplish, direct or interpret assessment of persons, families and/or communities and develop, implement and evaluate plans of care or direct the development, implementation and evaluation of care  
2. Critically assess and develop content that uses new media forms, and to leverage these media for persuasive communication  
3. Literacy in and ability to understand concepts across disciplines  
4. Represent and develop tasks and work processes for desired outcomes |
| Incorporating appropriate professional attitudes and behaviors into nursing practice | 1. Concern for others, integrity, ethical conduct, accountability, interest and motivation  
2. Acquire Interpersonal skills for professional interactions with a diverse population of individuals, families and communities  
3. Acquire Interpersonal skills for professional interactions with members of the health care team including patients, their supports, other health care professionals and team members  
4. Acquire the skills necessary for promoting change for necessary quality health care  
5. Cross-cultural competency | 1. Maintain effective, mature, and sensitive relationships with clients/patients, students, faculty, staff and other professionals under all circumstances  
2. Make proper judgments regarding safe and quality care  
3. Function effectively under stress and adapt to changing environments inherent in clinical practice  
4. Demonstrate professional role in interactions with patients, intra and inter professional teams  
5. Operate in different cultural settings (including disability culture) |
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<th>Examples</th>
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<td>6. Virtual collaboration</td>
<td>6. Work productively, drive engagement, and demonstrate presence as a member of a virtual team</td>
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The LPN-BSN Articulation provides an opportunity for Licensed Practical Nurses (LPNs) to pursue a BSN degree, and is designed to validate and award credit for existing knowledge, while remaining consistent with the BSN Program student learning outcomes.

**Admission Criteria**
1. Accepted to Nicholls State University.
2. Application for the Bachelor of Science in Nursing Program on file in the Department of Nursing.
3. Completion of first 35 hours of BSN curriculum with a minimum grade of “C” and 2.75 GPA (on a 4.0 scale) in the first 35 hours. Maintain a minimum grade of “C” in all required courses.
4. Approval to enroll in a clinical nursing course by the Louisiana State Board of Nursing.
5. Official license verification from the Louisiana State Board of Practical Nurse Examiners.
6. Score of 77% or higher on the NLN NACE-I Foundations of Nursing Exam.
7. Prior work experience as LPN is not required for admission to the LPN-BSN Articulation.
8. Qualified students will be enrolled on a space available basis.
9. Evidence of health requirements must be provided and validated through CastleBranch™ prior to participating in any clinical experience.

**Retention/Progression Criteria**
1. Retention and progression is in compliance with BSN Program guidelines.
2. Official license verification from the Louisiana State Board of Practical Nurse Examiners annually.
3. A student is permitted one failure or withdrawal once admitted to the clinical nursing sequence. A second failure or withdrawal, in any clinical nursing course, constitutes dismissal from the program.
4. Students who do not successfully complete a required clinical course, who fall below a GPA of 2.0 in the BSN curriculum, or who withdraw from a required course must submit an application requesting re-entry into the clinical sequence prior to regular registration.
5. A student must earn at least 33 credit hours in residence and earn a majority of the credits in the BSN major through this University. Required credits in nursing courses = 57.
6. Requirements for graduation must be completed within seven years from the date of entry into the first semester of the sophomore year. Failure to do so will necessitate the individual having to repeat all Nursing-prefixed courses.

**Course Substitutions**
Course substitutions may be submitted for equivalent course work taken at Nicholls and other universities if a grade of “C” or better has been earned. Credit is awarded following approval by the Vice-President of Academic Affairs.
Credit by Examination/Competency Testing
A maximum of fifty percent of Nicholls degree requirements may be earned through correspondence, extension, military service, military service schools, College Level Examinations Program (CLEP), or any accumulation from all categories of testing, placements, and similar programs. Since the university policy on granting credit for CLEP scores excludes certain academic areas, the student should request further information on the policy regarding CLEP from the Office of Records and Registration or the Academic Testing Center. Courses for which credit by examination may be earned include the following:

<table>
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<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Department</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allied Health Science 220 – Pathophysiology</td>
<td>3</td>
<td>Allied Health</td>
<td>(985) 493-2624</td>
</tr>
<tr>
<td>Allied Health Science 221 – Pharmacology</td>
<td>3</td>
<td>Allied Health</td>
<td>(985) 493-2624</td>
</tr>
<tr>
<td>Dietetics 200 – Applied Nutrition</td>
<td>3</td>
<td>Allied Health</td>
<td>(985) 493-2624</td>
</tr>
<tr>
<td>OIS 200 – Computers in the Office</td>
<td>2</td>
<td>Computer</td>
<td>(985) 449-7014</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Information Systems</td>
<td></td>
</tr>
<tr>
<td>Nursing Electives</td>
<td>3</td>
<td>BSN Program</td>
<td>(985) 448-4695</td>
</tr>
<tr>
<td>Nursing 222 – Basic Nursing Process I</td>
<td>3</td>
<td>BSN Program</td>
<td>(985) 448-4695</td>
</tr>
<tr>
<td>Nursing 223 – Basic Nursing Process II</td>
<td>3</td>
<td>BSN Program</td>
<td>(985) 448-4695</td>
</tr>
<tr>
<td>Nursing 371 – Nursing and the Childbearing Family</td>
<td>5</td>
<td>BSN Program</td>
<td>(985) 448-4695</td>
</tr>
<tr>
<td>Nursing 381 – Nursing and the Childrearing Family</td>
<td>5</td>
<td>BSN Program</td>
<td>(985) 448-4695</td>
</tr>
</tbody>
</table>

Three (3) examinations are available: (a) NACE-I Foundations Exam for NURS 222 & NURS 223, (b) NACE-I Care of the Childbearing Family Exam for NURS 371, and (c) NACE-I Care of the Childrearing Family Exam for NURS 381. Successful completion requires a score of \( \geq 77\% \) on the first attempt. Exams are administered by the BSN Program Office once each semester. Students must successfully complete NACE-I Foundation of Nursing exam by semester 3 for possible entrance into clinical sequence in semester 4. Students must complete NACE-I Nursing Care of Child and Nursing Care of Childbearing Family exams by clinical semester 2 for progression in the LPN-BSN articulation. Students not successfully completing either or both of the exams will revert to the traditional BSN curriculum progression.
Program of Study

Freshman Year***

Semester One (prerequisites) | Sem Hrs. | Semester Two (prerequisites) | Sem. Hrs.
--- | --- | --- | ---
Biology 114…………………. | 3 | Biology 116…………………. | 3
Biology 115…………………. | 1 | Biology 117…………………. | 1
Chemistry 109……………… | 3 | Biology 205…………………. | 3
English 101…………………. | 3* | English 102…………………. | 3
History…………………….. | 3* | Humanities…………………. | 3*
Mathematics 101 or 117*….. | 3* | OIS 200…………………. | 2
UNIV Course………………….. | 1 | Psychology 101……………… | 3
17 | | 18

Sophomore Year****

Semester Three (prerequisites) | Sem Hrs. | Fall/Spring Semester #1
--- | --- | ---
(Clinical Course Work Begins)
--- | --- | ---
Allied Health Science 220…… | 3* | Nursing 226…………………. | 3
Allied Health Science 221…… | 3* | Nursing 228…………………. | 2
Dietetics 200………………. | 3 | Nursing 255…………………. | 7
English Literature……………. | 3 | Nursing 340…………………. | 3
Sociology 204………………. | 3 | | 15
15

Junior Year****

Fall/Spring Semester #2 | Sem Hrs. | Fall/Spring Semester #3 | Sem. Hrs.
--- | --- | --- | ---
English 468…………………. | 3 | Nursing 400…………………. | 5
Math 214…………………. | 3 | Nursing 420…………………. | 5
Nursing 355…………………. | 8 | Nursing 422…………………. | 3
14 | | 13

Senior Year****

Fall/Spring Semester #4 | Sem Hrs.
--- | ---
Fine Art Elective……………. | 3
Nursing 427…………………. | 3
Nursing 428…………………. | 4
Nursing Elective……………. | 3**
13

Total General Education = 59; total Nursing = 61 (43 by enrollment, 18 by competency testing); Total Hours for Degree= 120
*Gen Ed courses; may earn credit via examination (CLEP, etc.) – minimal score 50
**Nursing courses; may earn credit via examination/competency testing – minimal score 77%
***GPA with all course work “C” or higher 2.75
****GPA with all course work “C” or higher 2.0

Revised: 8/15; 8/17; 7/18
Reviewed: 8/15, 8/16
Nicholls State University
College of Nursing and Allied Health
Department of Nursing
Bachelor of Science in Nursing Program

RN to BSN Articulation

The RN-BSN Articulation provides an opportunity for Registered Nurses (RNs) to pursue a BSN degree and is designed to validate and award credit for existing knowledge, while remaining consistent with the BSN Program student learning outcomes. The RN-BSN Articulation is offered through Nicholls Online.

**General Expectations**
1. Student must meet admission requirements of the University, College of Nursing and Allied Health and Department of Nursing.
2. Student must meet all pre-requisite and/or general education core requirements for the degree.
3. Student must be a graduate of a state licensing board approved program and nationally accredited program.

**Admission/Retention/Progression Criteria**
1. Yearly documentation of unencumbered, unrestricted Louisiana license as a Registered Nurse.
2. Maintenance of a minimum grade of “C” and a cumulative grade point average of at least 2.0 (4.0 scale) in all required courses in the curriculum.
3. A student is permitted one failure or withdrawal in N226, N228, N417, N420, N422, N427 and N428.
4. Requirements for graduation must be completed within seven years from the date of entry into N417.
5. Evidence of health requirements must be provided and validated through CastleBranch™ prior to participating in any clinical experience.
6. A student must earn at least 30 credit hours in residence and earn a majority of the credits in the BSN major through this University.

**Course Substitutions**
Course substitutions may be submitted for equivalent course work taken at Nicholls and other Colleges and/or universities if a grade of “C” or better has been earned. Credit is awarded following approval by the Vice President for Academic Affairs.

**Credit by Examination/Competency Testing**
A maximum of fifty percent of Nicholls degree requirements may be earned through correspondence, extension, military service, military service schools, College Level Examinations Program (CLEP), or any accumulation from all categories of testing, placements, and similar programs. Since the university policy on granting credit for CLEP scores excludes certain academic areas, the student should request further information on the policy regarding...
CLEP from the Office of Records and Registration or the Testing Center. Courses for which credit by examination may be earned include the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Department</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allied Health Science 220 – Pathophysiology</td>
<td>3</td>
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<td>(985) 493-2624</td>
</tr>
<tr>
<td>Allied Health Science 221 – Pharmacology</td>
<td>3</td>
<td>Allied Health</td>
<td>(985) 493-2624</td>
</tr>
<tr>
<td>Dietetics 200 – Applied Nutrition</td>
<td>3</td>
<td>Allied Health</td>
<td>(985) 493-2624</td>
</tr>
<tr>
<td>OIS 200 – Computers in the Office</td>
<td>2</td>
<td>Computer Information Systems</td>
<td>(985) 449-7014</td>
</tr>
<tr>
<td>Nursing Electives</td>
<td>3</td>
<td>BSN Program</td>
<td>(985) 448-4695</td>
</tr>
<tr>
<td>Nursing 226 – Health Assessment of the Adult</td>
<td>3</td>
<td>BSN Program</td>
<td>(985) 448-4695</td>
</tr>
<tr>
<td>Nursing 420 – Community Health Nursing</td>
<td>5</td>
<td>BSN Program</td>
<td>(985) 448-4695</td>
</tr>
<tr>
<td>Nursing 427 – Leadership &amp; Management</td>
<td>3</td>
<td>BSN Program</td>
<td>(985) 448-4695</td>
</tr>
</tbody>
</table>

Transfer Courses
A student may transfer coursework from a regionally accredited college or university as long as the following two criteria are followed: (1) 25% of the degree requirements must be earned at Nicholls, and (2) 24 of the last 30 credit hours must be earned at Nicholls. Copies of the Louisiana Master Course Articulation Matrix can be obtained in the Department of Nursing equivalences of courses among Louisiana’s public colleges and universities. A list of transfer course equivalences can also be accessed on the Nicholls website at [www.nicholls.edu/transfer/](http://www.nicholls.edu/transfer/)

Major Nursing Courses
The curriculum in the RN-BSN Articulation is consistent with the curriculum for the generic BSN degree, with the following exceptions:

1. Major nursing courses in the RN-BSN Articulation consist of:
   - NURS 226 Health Assessment for the Adult Client (3-2-3)
   - NURS 228 Gerontic Nursing Care Concepts (2-2-0)
   - NURS 417 Professional Nursing Practices (5-3-6) – Transition/Bridge Course
   - NURS 420 Community Health Nursing (5-3-6)
   - NURS 422 Nursing Research and Evidence for Best Practice (3-3-0)
   - NURS 427 Nursing Leadership and Management (3-3-0)
   - NURS 428 Preceptorship Experience in Professional Nursing (4-0-12)

   Upon successful completion of the transition/bridge course, NURS 417, the RN is awarded credit in the following courses for a total of 33 nursing credit hours awarded. In other words, 56% of the credit hours in the nursing courses required for the degree are awarded as credit after successful completion of the transition/bridge course, NURS 417.

2. Courses for which nursing credit may be awarded for successful completion of NURS 417 transition/bridge course are:
   - NURS 222 Basic Nursing Process I (3-2-3)
   - NURS 223 Basic Nursing Process II (2-1-3)
   - NURS 255 Nursing and the Adult I (7-4-9)
   - NURS 340 Inter-professional Concepts for Contemporary Nursing (3-3-0)
   - NURS 355 Nursing and the Adult II (8-4-12)
• NURS 371 Nursing and the Childbearing Family (5-3-6)
• NURS 381 Nursing and the Childbearing Family (5-3-6)
• NURS 400 Mental Health Nursing (5-3-6)

3. RN-BSN students must complete four hours of electives (3 credit hours of a nursing elective and 1 credit hour of general elective).
4. The designated oral communication competency courses for the BSN students is NURS 417, 420, and 422.

Estimated Time to Completion
Once admitted to the professional component of the BSN Program, the student can typically complete the program in one year of full time continuous study.

RN-BSN Articulation Guideline

General Education and Support Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Sem. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allied Health Science 220**, 221**</td>
<td>6</td>
</tr>
<tr>
<td>Fine Arts Elective</td>
<td>3</td>
</tr>
<tr>
<td>Biology 114, 115, 116, 117, 205</td>
<td>11</td>
</tr>
<tr>
<td>Chemistry 109</td>
<td>3</td>
</tr>
<tr>
<td>OIS 200**</td>
<td>2</td>
</tr>
<tr>
<td>English 101*, 102*</td>
<td>6</td>
</tr>
<tr>
<td>English Literature (200 or above)</td>
<td>3</td>
</tr>
<tr>
<td>English 468</td>
<td>3</td>
</tr>
<tr>
<td>History*</td>
<td>3</td>
</tr>
<tr>
<td>Humanities*</td>
<td>3</td>
</tr>
<tr>
<td>Dietetics 200**</td>
<td>3</td>
</tr>
<tr>
<td>Math 101* or 117, 214</td>
<td>6</td>
</tr>
<tr>
<td>Psychology 101*</td>
<td>3</td>
</tr>
<tr>
<td>Sociology 204</td>
<td>3</td>
</tr>
<tr>
<td>General Elective</td>
<td>1</td>
</tr>
<tr>
<td>Total</td>
<td>59</td>
</tr>
</tbody>
</table>

*May earn credit via examination (CLEP, etc.)
**May earn credit via examination through Nicholls.

Major Nursing Courses:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credit Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester</td>
<td></td>
</tr>
<tr>
<td>Nursing 226</td>
<td>3*</td>
</tr>
<tr>
<td>Nursing 228</td>
<td>2*</td>
</tr>
<tr>
<td>Nursing Elective</td>
<td>3*</td>
</tr>
<tr>
<td>Nursing 417 (Fall only)</td>
<td>5</td>
</tr>
<tr>
<td>Nursing 420</td>
<td>5**</td>
</tr>
<tr>
<td>Nursing 422</td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td>16</td>
</tr>
</tbody>
</table>
(Upon successful completion of Nursing 417, an additional 38 credit hours titled nursing will be awarded)

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Credit Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing 427</td>
<td>3**</td>
</tr>
<tr>
<td>Nursing 428</td>
<td>4*</td>
</tr>
<tr>
<td>Total</td>
<td>12</td>
</tr>
</tbody>
</table>

Total General Education and Support Hours = 59
Total Nursing Hours = 61 (28 by enrollment, 33 by credit awarded; of the 28, up to 11 by examination/competency testing)
Total Hours for Degree = 120

*Nursing courses; may earn credit via examination/competency testing
**Nursing 420 and Nursing 427 – may earn credit via examination/competency testing in either, but not both
Nicholls State University  
College of Nursing and Allied Health  
Department of Nursing  
Bachelor of Science in Nursing Program  

Graduation Requirements

The University awards a Bachelor of Science in Nursing to those students successfully completing requirements for the degree. The basic requirements include:

- The student must satisfactorily complete a total of 120 semester hours to earn a BSN degree (See Nicholls State University Catalog). These hours must include: 61 semester hours from the Department of Nursing and 59 semester hours from non-nursing courses.

- The student must earn at least 25% of credit hours in residence at Nicholls State University and be enrolled during the last semester in residence at the University in a college from which the degree is sought.

- Achieve competencies in computer literacy and oral communication as determined by individual department or curricula.

- Earn at least 50% of degree requirements at Nicholls State University or in-residence at some other accredited university or college. The remaining 50% of these requirements may be gained through correspondence, extension, military service, military service schools, College Level Examination program (CLEP), or any accumulation from all categories of testing, placements, etc.

- Minimum cumulative grade point average of 2.0 upon graduation.

- Earn a grade of “C” or better in all required English courses.

- Earn at least 45 semester house in courses numbered 300 or above.

- Apply for the degree with the Office of Records and Registration during the registration period for the semester or summer session in which degree requirements are to be completed.

- A graduation fee is required of each BSN candidate. Pay fees during the registration period for the semester or summer session in which degree requirements are to be completed.

- All financial obligations must be settled with the University before a student received a diploma.

- Attendance at commencement exercises is required of all degree candidates unless written permission to be awarded the degree in absentia is submitted to the academic dean.
Advising

Advising is an important component of the retention and success of students at Nicholls State University. Upon completion of University College requirements, the nursing student’s academic records are transferred to the College of Nursing and Allied Health. After the academic records are transferred to the College of Nursing and Allied Health, advising of the nursing majors is coordinated by the Department of Nursing.

Clinical nursing students are notified in writing of their advisor’s name upon admission to the clinical component of the nursing program. Any information regarding assigned nursing advisors, such as advisors name, telephone number, and office number, can be obtained in the BSN Program office. All nursing students are to meet with a nursing advisor each semester for class scheduling. The advisor will aid in counseling, career planning, and class scheduling; including a review of the student’s academic and testing transcript as they progress through the curriculum. The assigned advisor will assist the student until completion of the nursing program.

Students unaware of their nursing advisor should contact the BSN Program office or reference their Banner Self-Service account. It is the student’s responsibility to schedule advising appointments with their assigned nursing advisor each semester. Furthermore, topics included in advising sessions shall include overall performance and progress in the BSN Program. Students are advised during registration by assigned faculty. Faculty utilize GradesFirst™ as a mechanism for communication and documentation of student advising.

Meeting with a nursing advisor is mandatory.

Students will remain with the assigned advisor throughout the nursing program. Advisors must approve the students schedule for each semester. During advisement of the student at periodic intervals and/or at registration, documentation will be recorded regarding acceptable course substitutions and/or any other pertinent communications.

It is the student’s responsibility to follow curriculum and published policies in the University Catalog.

Adopted: 8/98
Revised: 7/04; 6/06; 06/12; 8/16
Reviewed: 6/13; 7/14; 8/17; 7/18
Nicholls State University
College of Nursing and Allied Health
Department of Nursing

Student Attendance: Policy

Students enrolled in nursing courses are expected to attend all classes, lab, and clinical learning experiences in order to derive the maximum benefit. Absences and tardiness are neither excused nor approved, but should untoward circumstances arise, students are expected to notify the proper person.

Class: Absences exceeding ten (10) percent may subject the student to dismissal from the course. If unable to attend any class or lab experience, students must notify the Course Coordinator prior to the start of the class or lab experience, and if unable to reach, they notify the department office (985-448-4696). Students arriving after the start of a class or lab should not expect to enter the classroom until the next scheduled break out of courtesy to faculty and students.

Exams: Examinations are to be taken on the scheduled date. Should extenuating circumstances (serious illness, death in the family, military obligation) occur at the time of any scheduled examination, it is the student’s responsibility to contact the course coordinator prior to the examination. Students reporting late for tests may not be allowed to take the test at that time. The instructor reserves the right to administer a different form of the test, including essay or oral, if a student is tardy or absent for an examination. Make-up exams are to be administered during the last week of the semester or at the discretion of the Course Coordinator.

Lab: If unable to attend any lab experience, students must notify the Course Coordinator prior to the start of the lab experience. If unable to contact the Course Coordinator, then contact the department office (985-448-4696). Students arriving after the start of a lab experience should not expect to enter the lab until the next scheduled break out of courtesy to faculty and students.

Clinical: If unable to attend any clinical experience, students must first notify the respective clinical instructor no earlier than 6:00 a.m. If unable to reach the clinical instructor by phone, then an email must be sent to the clinical instructor. Failure to do so will result in an unexcused absence. Unexcused absences may result in a clinical unsatisfactory grade.

Make up days for any class, lab, and clinical absences are at the discretion of the instructor. The student who misses 10% of class or lab/clinical time may be unable to meet the course student learning outcomes/objectives and may fail the course. When the student misses a scheduled learning activity, documentation may be required at the discretion of the instructor.
Formula: 10% rule calculations

Total of _____ class or lab/clinical
10% of the total = _____ absences
Round off # of allowed absences to the nearest day. (Partial day missed constitutes a full day absence.)

**Extended Student Illness**: For extended illness beyond the 10% rule, the student is required to submit a physician’s written permission to return and participate in learning activities essential to meeting course outcomes/objectives.
Nicholls State University  
College of Nursing and Allied Health  
Department of Nursing  
Bachelor of Science in Nursing Program  

Expectations for Course Examinations

Examinations are to be taken on the scheduled date. Should extenuating circumstances (serious illness, death in the family, military obligation) occur at the time of any scheduled examination, it is the student’s responsibility to contact the course coordinator prior to the examination. Students reporting late for tests may not be allowed to take the test at that time. The instructor reserves the right to administer a different form of the test, including essay or oral, if a student is tardy or absent for an examination. Make-up exams are to be administered during the last week of the semester or at the discretion of the course coordinator. When the student misses a scheduled learning activity, documentation may be required at the discretion of the instructor.

All exams given in nursing are the property of the department. Each exam is to be returned to the instructor along with accompanying answer sheet. Each exam and answer sheet is numbered correspondingly. If either examination or answer sheet is missing a grade of “zero” will be recorded.

In accordance with the National Council of State Boards of Nursing (NCSBN) practice, the following rules and regulations will be adhered to during exams and reviews administered by the BSN Program.

1. Personal items not to be accessed
   a. Any educational, test preparation or study materials
   b. Cell/mobile/smart phones, tablets, smart watches, MP3 players, fitness bands, jump drives, cameras or any other electronic devices
   c. Bags, purses, wallets, non-smart watches
   d. Coats, hats, scarves, gloves

2. Confidentiality
   a. Students are not to disclose or discuss with anyone information about the items or answers seen on exams, including posting or discussing questions on the internet and social media websites).
   b. Exam items may not be reconstructed using memory of the exam
   c. Exam items and/or responses (in any format) or notes about the exam may not be created.

3. Test Administration
   a. Students must take their own exam.
   b. When exams are administered electronically, students may not tamper with the computer or use it for any other function other than taking the exam.
   c. Students may not engage in disruptive behavior at any time.

Revised: 8/17; 7/18  
Reviewed: 8/15; 8/16
Nicholls State University  
College of Nursing and Allied Health  
Department of Nursing

Grading Scale

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 – 93</td>
<td>A</td>
</tr>
<tr>
<td>92 – 85</td>
<td>B</td>
</tr>
<tr>
<td>84 – 77</td>
<td>C</td>
</tr>
<tr>
<td>76 – 69</td>
<td>D</td>
</tr>
<tr>
<td>68 – 00</td>
<td>F</td>
</tr>
</tbody>
</table>

Students must achieve an average of at least “C” on all theory work and a “Satisfactory” on all clinical work to successfully complete the course. Satisfactory completion of both theory and clinical are required. For example, a 90% on theory and “Unsatisfactory” on clinical will result in failure of the course and vice versa. Additionally, there is no rounding of grades. For example, a 76.9% equals a grad of D.
Nicholls State University
College of Nursing and Allied Health
Department of Nursing

Academic Dishonesty Policy

As members of the Nicholls State University community, nursing students are expected to uphold the highest standards of academic and personal conduct. Academic dishonesty violates these standards as well as the trust and commitment among students and faculty to instill and to maintain the principles of integrity, responsibility, and respect for others.

Cheating, which includes plagiarism, is the actual or even the attempted use of deception or fraud to improve one’s grade or academic standing or to aid another student in doing so. Examples of cheating and plagiarism include, but are not limited to:

- Use of unauthorized materials during an exam, to include smart watches, phones, tablets, etc.
- Giving aid to or receiving aid from another student during any exams or individual assignments
- Standing in for another student during an exam
- Stealing, distributing, or having any unauthorized access to a copy of an exam or revising one’s answer on a graded exam for the purpose of claiming a grading error
- Use of falsified data and/or references
- Divulging any item or items, all or in part, on an exam, to any person or entity for any reason
- Possessing, reproducing, taking a picture of the exam/quiz, or disclosing any exam materials, including the nature and content of exam items, to include notes/notes from students in higher courses/program graduates, test study guides, etc. that specifically indicate test items or answers
- Use of unauthorized materials in preparation of an assignment or representation of the work and ideas of others as one’s own
- Coping someone else’s phrase(s) or sentence(s) without placing quotation marks around the copied phrases(s) or sentence(s)
- Not supplying proper documentation or bibliographical information for the ideas, arguments, findings, or interpretations of data made by others paraphrased or quoted in an assignment
- Submitting another person’s work as one’s own (including, but not limited to submitting a paper or report purchased or retrieved from a term paper service or one composed by a tutor, hired writer, student, friend, or relative)

In accordance with the National Council of State Boards of Nursing (NCSBN) practice, the following rules and regulations will be adhered to during exams and reviews administered by the BSN Program.

1. Personal items not to be accessed
   a. Any educational, test preparation or study materials
b. Cell/mobile/smart phones, tablets, smart watches, MP3 players, fitness bands, jump drives, cameras or any other electronic devices

c. Bags, purses, wallets, non-smart watches

d. Coats, hats, scarves, gloves

2. Confidentiality

a. Students are not to disclose or discuss with anyone information about the items or answers seen on exams, including posting or discussing questions on the internet and social media websites).

b. Exam items may not be reconstructed using memory of the exam

c. Exam items and/or responses (in any format) or notes about the exam may not be created.

3. Test Administration

a. Students must take their own exam.

b. When exams are administered electronically, students may not tamper with the computer or use it for any other function other than taking the exam.

c. Students may not engage in disruptive behavior at any time.

And while individual faculty members are allowed to restrict, extend, or modify the university’s general definition of cheating to better accommodate specific course learning outcomes, the Department of Nursing is unified in its definition and interpretation of cheating and the resultant consequences. Hence, the Department of Nursing has a zero tolerance for cheating. Any/all student(s) who are caught cheating/plagiarizing, to include students who solicited the information, and those students who are in receipt of the information, unsolicited, but failed to report the action, will receive a grade of “F” in the course and is grounds for dismissal from the program. The Academic Dishonesty Reporting Form will be completed by the faculty member and submitted to the Office of Academic Affairs via the Dean of the College of Nursing and Allied Health. All students should carefully review the course syllabus, the Nicholls State University Code of Student Conduct, and the BSN Student Handbook for the Academic Grievance Procedure for Students.

Additionally, it is important the faculty member has sufficient evidence to substantiate the allegation (i.e., cheating) in the event a grievance is filed or litigation is pursued by the student outside the university. Hearsay is not sufficient evidence. If students are making the allegation of cheating against another student(s), the allegation or charge should be obtained in writing and dated stating specifically what was witnessed (not what was heard). The student(s) making the allegation must also agree to testify before a grievance committee at the department, college and/or university level if that becomes necessary. If the student(s) making the allegation is unwilling to put in writing what was seen and possibly testify before a committee, then the allegation or charge of cheating or any other violation of the code of student conduct should be dismissed.

If the student(s) making the allegation agree(s) to the above, the faculty member would then have sufficient evidence to submit to a grievance committee or court of law to substantiate the awarding of a failing grade.
The proper procedure for filing an academic grievance or grade appeal is listed in Section 5 of the Code of Student Conduct at the following link:
https://www.nicholls.edu/sja/student-conduct-handbook/
Clinical Compliance: Students

STUDENTS
Evidence of all requirements must be provided and validated through CastleBranch™ prior to participating in any clinical experience. Approval for entry into clinical is authorized by the respective program clinical coordinator.

1. **CPR Certification**: Must be American Heart Association BLS Course.
   Copy of BOTH the front AND the back of your card is required and the card MUST be signed. Renewal date will be set based on expiration of certification. E-cards are also acceptable. Temporary certificate or letter from provider will be accepted and temporarily approved for 30 days by which time the permanent documentation must be uploaded.

2. **Health Insurance**: As nursing students may be exposed to a number of communicable diseases while caring for clients in clinical settings, they may be at a higher risk than other University students for contracting a communicable disease. For this reason, the Department of Nursing requires all students enrolled in clinical nursing courses to retain a health/hospitalization insurance policy. Provide a copy of your current health insurance card OR proof of coverage.

3. **Physical Examination**: Upon admission to the nursing program, a physical examination must be completed. The physical exam form is to be filled out by a physician or nurse practitioner.

4. **Professional Liability Insurance**: Nursing students enrolled in clinical nursing courses are required to have liability insurance. Professional Liability Insurance for Nursing Students with a minimum of $1,000,000 coverage for each claim and $6,000,000 annual aggregate. Students holding an LPN or RN license must have coverage for the applicable license with a Student Nurse rider. Provide documentation of current Professional Liability insurance coverage. The date of expiration will be set as the renewal date.

5. **Professional License**: If a student is an LPN or RN upon admission to the clinical nursing course, the appropriate license must be uploaded annually.

6. **Influenza Vaccination**: Students must provide documentation of flu shot administered during the current flu season (September-March).

7. **Varicella**: Students must provide documentation of 2 vaccines or a positive antibody titer. A series in process is acceptable with documentation of vaccination and the next actions scheduled according to CDC guidelines. Titors are only accepted if submitted on a Lab Report. For negative or equivocal titors, documents of a repeated vaccine series is required.

8. **Measles, Mumps & Rubella**: Students must provide documentation of 2 vaccines or 3 component positive antibody titer. A series in process is acceptable with documentation of vaccination and the next actions scheduled according to CDC guidelines. Titors are only accepted if submitted on a Lab Report. For negative or equivocal titors, documentation of a repeated vaccine series is required.
9. **Tetanus/Pertussis**: Students must provide documentation of vaccination administered within the past 10 years.

10. **Hepatitis B**: Students must provide documentation of three vaccines or a positive antibody titer. A series in process is acceptable with documentation of vaccination and the next actions scheduled according to CDC guidelines. Titors are only accepted if submitted on a Lab Report. For negative or equivocal titers, documentation of repeated vaccine series is required.

11. **Tuberculosis (TB)**: Students must provide documentation of annual TB Skin testing or blood testing. Acceptable documentation for negative results includes a negative blood test administered within the past 12 months or a negative one-or two-step skin test administered within the past 12 months. Acceptable documentation for positive results includes a clear chest x-ray report and a symptom free TB questionnaire following last positive test result submitted on school specific form only; and a physician clearance documented on letterhead following positive test results. Annually, a symptom free TB questionnaire is required. For any symptomatic TB questionnaire, all of the above documentation for positive test results are required.

12. Successful completion of HIPAA & OSHA certification course upon admission to the program with no renewal requirements.

Additional requirements not uploaded to CastleBranch™ include:

1. Written physician’s release if required to return to any class, laboratory, and/or clinical experience for any event, injury, illness, or other health related situation that may affect safety.

2. List of prescription maintenance drugs.

3. It is your ethical responsibility to know your HIV status. If you believe you are at risk for HIV exposure or HIV antibody development, then it is your professional obligation to be tested via your individual physician and follow his/her orders for care/treatment.

4. Student Responsibility to Inform Regarding a Limitation of Condition – In the event a student is experiencing any limitation or condition (for example, pregnancy, high blood pressure, epilepsy, diabetes) or is on prescription medication that may impede performance whereby safety is jeopardized, it is the responsibility of the student to disclose this information and/or list of medications to their clinical instructor.

No waivers for vaccines are accepted. Students who fail to provide required evidence of clinical compliance as listed above will not be allowed to enter clinical nor remain enrolled in any clinical course. Failure to renew health requirements that are expired during the semester will prevent the student’s participation in clinical activities, which will constitute an unexcused absence.

The department assumes no liability for students with compromised immune systems acquiring other communicable diseases while assigned to specific units and/or patients in clinical learning experiences.

Adopted: February 1992
Revised: August 1996; January 1999; May 2002; 7/09; 6/13; 7/14; 7/15; 8/16; 8/17
Reviewed: August 2001; 7/18
Liability (Malpractice) Insurance – Students: Policy and Procedure

POLICY:

Malpractice is a negligent act or acts of persons engaged in professions or occupations in which highly technical or professional skills are employed. The elements of proof for nursing malpractice are: a) a duty of the nurse to the client; b) a breach of the duty on the part of the nurse; c) an injury to the client; and d) a causal relationship between the breach of the duty and the client’s subsequent injury.

Registered nurses and nursing students are responsible for their own actions, whether they are independent practitioners, employees, or students of an institution. To avoid charges of malpractice, registered nurses and nursing students need to anticipate and recognize nursing situations in which negligent actions may occur and take the appropriate preventive actions.

As a measure of protecting the nursing student in situations of actual or potential malpractice, all nursing students enrolled in clinical nursing courses are required to have liability insurance in the amount of $1,000,000 per occurrence with $6,000,000 aggregate coverage. The liability insurance policy must remain current while enrolled in all clinical nursing courses.

PROCEDURE:

1. Nursing students will be informed of the Liability Insurance Policy upon admission to clinical nursing courses. The liability insurance policy will be published in the nursing student handbook and nursing faculty handbook.
2. Copy of current liability (malpractice) insurance certificate must be electronically submitted to and verified by CastleBranch™. The BSN Program Coordinator and BSN Clinical Coordinator will have electronic access to view student documentation compliance status. The BSN Clinical Coordinator will communicate student compliance status to the respective Course Coordinators. The Department Head will document the verification of liability insurance via electronic file.
3. Students who fail to produce evidence of current liability insurance will not be permitted to attend clinical and may jeopardize course/program eligibility.
Student Drug and Alcohol Testing Policy

Student drug testing in the Department of Nursing is necessary pursuant to Louisiana Revised Statute 49:1015 as nursing students occupy both safety and security sensitive positions. Responsibilities include administering, monitoring, and accounting for controlled substances and other drugs in the clinical environment. In addition, nursing students deal with patient care situations where critical thinking and judgment must occur in a split second and where human life can be in jeopardy. Individuals practicing in a clinical setting who are impaired by drugs and/or alcohol may be placing themselves, as well as the public, at risk.

Nicholls State University’s Department of Nursing is committed to providing a safe, productive, healthy and wholesome environment for the public, patients, and students. Nicholls State University’s Department of Nursing is committed to creating and maintaining a drug-free environment.

The use of illegal drugs and/or the abuse of legal drugs or alcohol by our undergraduate or graduate nursing students is incompatible with our goal of delivering the highest quality nursing education programs and safe, patient care.

POLICY:

It is the policy of the Department of Nursing to prohibit the use, abuse and presence of alcohol, illegal or unauthorized drugs, and other dangerous substances in the bodies of its undergraduate or graduate nursing students while on duty engaged in any course, classroom, laboratory, and/or clinical setting, on or of Nicholls State University’s premises. This includes, but not limited to, any breaks and meal periods outside of the class, lab, and/or clinical setting.

It is the policy of the Department of Nursing to provide drug/alcohol testing for all program-enrolled nursing students who occupy both safety and security sensitive positions, for reasonable suspicion of a student’s drug and/or alcohol involvement, for post-accidents, and random testing.

SCOPE:

A. All new students admitted to the program of study after admission has been granted and as a condition of enrollment. Student selected for admission to the undergraduate or graduate nursing program are admitted pending a negative drug test. Admission may be withdrawn for a student testing positive.
B. After reasonable suspicion of substance abuse by a current, program-enrolled student, also known as “for cause”.
C. Post-accident for current, program-enrolled students.
D. Randomly in the fall, spring, and exceptional session (as applicable) of each academic year for any/all current, program-enrolled students.
E. Admission and/or continued progression in the undergraduate or graduate nursing program is contingent upon a willingness to comply with this policy AND a negative drug test. A positive drug test, a student’s refusal to submit to a drug test, or failure to report for drug testing within a specified time frame may result in termination with no recourse for re-application.

**SUBSTANCES TESTED:**

A. Amphetamines, Barbiturates, Benzodiazepines, Cannabinoids, Cocaine, Methadone, Opiates, OxyContin, Phencyclidine, and Propoxyphene

B. Alcohol

**TESTING METHODOLOGY:**

A. Urine testing for ten (10) drug panel

B. Breath Alcohol Test (for cause only)

**DEFINITIONS:**

For purposes of this policy, the following words or phrases shall have the following meanings:

A. **Clinical Student/Program-Enrolled Student** – a student admitted to the undergraduate or graduate nursing program and/or enrolled in a nursing course that requires clinical and/or laboratory experience and who is involved in the aspects of actual or simulated clinical experience, and/or enrolled in any cognate course as defined by the curriculum for each program.

B. **Controlled or Illegal Drug** – includes narcotics, hallucinogens, depressants, stimulants, look-alike drugs, or other substances which can affect or hamper the senses, emotions, reflexes, judgment, or other physical or mental activities. Included are controlled medications or substances requiring prescriptions by a licensed practitioner in a medical setting to address a specific physical, emotional, or metal condition.

C. **Drug** – any chemical substance that either produces physical, mental or emotional changes in the user, or one that is capable of altering the mood, perception, pain level, or judgment of that individual.

D. **Legal Drug** – includes drugs prescribed by a licensed practitioner and over-the-counter drugs, which have been legally obtained and are being used solely by the individual and for the purpose for which they were prescribed or manufactured in the appropriate amount.

E. **Job-Related Accident/Injury** – any student behavior, action or inaction, which resulted in an accident, injury, or illness. Usually the accident/incident results in loss work time by the student, serious or significant injury or illness to a patient, visitor, colleague, or an accident involving a vehicle, equipment or property.

F. **Medical Review Officer (MRO)** – a licensed physician knowledgeable in the medical use of prescription drugs and the pharmacology and toxicology of illicit drugs. The MRO will review and interpret positive test results and will examine any alternative medical explanations for the results. The MRO also reviews the chain of custody documentation to ensure that the integrity of the specimen maintained throughout the entire process.
G. **Negative Result** – no detection of an illicit substance in the pure form or its metabolites at or above the threshold level by a drug-screening test.

H. **New Student** – any nursing student accepted for admission to the undergraduate or graduate nursing program, and/or admission to the first clinical course(s) and/or any cognate course of the program of study, any transfer student entering into the program, or any student applying to re-enter a clinical nursing course after being out of school for one year or more.

I. **Non-negative Drug Test** – defined as testing positive for a specific drug at a specific ng/ml and constitutes confirmatory testing.

J. **Post-Accident/Incident** – any student involved in either a work-related accident or a work-related incident involving safety or patient care will be subject to drug/alcohol testing.

K. **Random Testing** – unannounced drug/alcohol testing spread throughout each academic semester.

L. **Reasonable Suspicion Testing or “For Cause”** – any student may be tested who is suspected of being under the influence of alcohol or drugs where the suspicion is based on, but not limited to, any of the following:
   1. Observable behavior or physical symptoms such as staggered gait, slurred speech, glassy, blood shot eyes, body orders, and unsatisfactory work performance
   2. A pattern of inappropriate, abnormal or erratic behavior
   3. Reliable objective information/observation from independent sources
   4. Evidence of drug tampering or misappropriation
   5. Arrest or conviction of a drug/alcohol related offense
   6. Being identified as the subject of a criminal investigation regarding drugs
   7. Post-accident when accompanied by individualized suspicion that the individual may be under the influence of alcohol or drugs
   8. Patterns of absenteeism or tardiness
   9. Unkempt appearance
   10. Absent from class/lab/clinical unit without explanation

M. **Safety-sensitive or Security-sensitive position** – a position that has duties of such nature that the compelling interest to keep the student drug-free outweighs the student’s privacy interests. The following may fall in this category:
   1. Positions with duties that allow access to controlled substances
   2. Positions with duties that are required to handle or transport hazardous materials or waste infectious material
   3. Positions with duties to operate equipment.
   4. Positions for which there is a high likelihood of causing serious harm to self, other colleagues, the general public, if the student is under the influence of drugs or alcohol
   5. Positions for which the consequences of failure to perform duties in a safe and proper manner are likely to result in serious injury or harm
   6. Positions which involve the custody of data that are of such a nature that it effects or may affect the security of the position, department, or unit to which the student is assigned
   7. Positions with any access to patients

N. **SAMHSA Laboratory** – a laboratory certified for forensic urine drug testing by the Substance Abuse and Mental Health Services Administration (SAMHSA)
O. **Stand Down** – the term used to indicate the period of time that occurs when a non-negative screen is obtained and then confirmed as either negative or positive at which time the student is not allowed in any class, lab, and/or clinical setting.

P. **Substance Abuse** – the term used to indicate excessive and/or inappropriate use as defined by this policy of a drug/alcohol regardless of whether an individual has reached the point of true dependent on it.

Q. **Under the Influence** – being unable to perform work in a safe and productive manner, being in a physical or mental condition, which creates or is likely to create a risk to the safety and well-being of the individual, colleagues, patients, the public, or school/hospital property. Receiving a positive test result.

R. **While on Duty** – includes the time from the beginning to the end of a student’s scheduled course/work period/class/lab or clinical including breaks and meal periods. Includes all times when a student is involved in the aspects of a course/class, actual, observational, or simulated clinical experiences.

**PROCEDURE for DRUG TESTING:**

I. **OVERVIEW:** Significant aspects of the administration process for urine drug testing:

   A. **Confidentiality.** All drug testing under this policy will be performed in strict confidence. Qualitative information regarding results, such as the identification of a substance, will be provided only to the designated Medical Review Officer (MRO) pursuant to current law who will report final results to the department head. Results of the test will be released to appropriate licensing agencies, i.e., Louisiana State Board of Nursing, on a need to know basis. All drug test results will be accessible by the Company.

   B. **Privacy.** All urine specimens shall be collected with regard to the privacy of the individual at a designated, qualified laboratory (on-and/or off-site collection). However, direct observation of the individual during collection of the urine specimen may be allowed if there is reason to believe the individual may alter or substitute the specimen to be provided, has provided a urine specimen outside of the acceptable temperature range, has provided a urine specimen which was verified by the MRO as being adulterated based upon the determination of the laboratory, has been observed by the collection site person in conduct indicating an attempt to substitute or adulterate the sample, has previously been determined to have a urine specimen positive for one or more drugs, or is being tested post-accident or based upon reasonable suspicion or cause. The Department Head of Nursing shall review and concur in advance with any decision by collection site personnel to obtain a specimen under direct observation. All direct observation shall be conducted by a same gender collection site person.

   C. **Chain of Custody.** All samples collected for drug testing shall be packaged, sealed, labeled, and transported with the proper chain of custody procedures for analysis to a SAMHSA lab. These procedures shall require an appropriate chain of custody form be used from the time of collection by the laboratory and that upon receipt in the laboratory, an appropriate chain of custody forms shall, at a minimum, include an
entry documenting date and purpose each time a specimen is handled or transferred and shall identify each individual in the chain of custody.

D. **Split Sample Collection.** All specimens received will be a split sample. The donor shall urinate into a collection container, which the collection site person, in presence of the donor, after the initial examination, pours into two specimen bottles. The first bottle is to be used for the Department of Nursing’s mandated test, and shall have at least 30 milliliters (30 ml) of urine. Up to sixty milliliters (60 ml) of the remainder of the urine shall be poured into the second split specimen bottle. A chain of custody form shall accompany each bottle processed under split specimen procedures. The first sample shall be sealed, labeled, and stored in strict accordance with SAMHSA guidelines. The second sample shall be analyzed by the company as contracted. Specimens that test positive on the initial screening or are adulterated shall be recorded as such and the first sample of the split specimen collection shall be forwarded to a SAMHSA lab for confirmatory testing. The results of the initial screening drug test shall not be used as a basis for rendering permanent, mandatory, or discretionary consequences to the student submitting the specimen.

E. **Review of Test Results by MRO.** The Department of Nursing contracts with the Company who provides neutral, professional medical personnel and certified laboratories for the collection (on-and/or off-site), custody, storage, and analysis of urine specimens. The Medical Review Officer (MRO) has a complete understanding of substance abuse disorders, chain of custody, collection and laboratory analysis and client requirements and combines professionalism with state-of-the-art computer applications to deliver timely, quality results.

Specimens will be collected at the Company’s sanctioned collection sites and/or during an on-site collection. All negative results of drug testing shall be electronically accessible by the department head. A secured database/data storage system is provided by the Company that is accessed through the Internet.

The MRO shall receive all results from the laboratory and will review all confirmed non-negative drug testing results and shall contact the student directly, on a confidential basis, to determine if the student wishes to discuss the test results. The MRO will question the student regarding prescription and over-the-counter drug use to validate the reason for the positive result. If the student is able to present satisfactory evidence to the MRO, the student may be permitted to continue in the clinical course. Prescriptions are valid for one calendar year. If, after making all reasonable, documented efforts, and the MRO is unable to reach the student directly, the MRO shall contact the department head who shall direct the student to contact the MRO as soon as possible. The MRO may verify a test is positive without having communicated directly with the student if the student expressly declines the opportunity to discuss the test, or, more than seven (7) working days have passed since the student was successfully contacted by the department head. The MRO may authorize re-analysis of the original sample and shall do so if the student requests it within seventy-two (72) hours of the student’s having received actual notice of his/her positive test.
The MRO shall report a test as negative if there is a legitimate medical explanation for a positive test result or if the evidence is scientifically insufficient. In the event of a non-negative result, the student is not permitted to attend class or clinical until a conclusion is reached. This time period is also known as “stand-down”.

II. Breath Alcohol Testing: Breath Alcohol Testing will be performed by a qualified lab contacted by the company for reasonable suspicion or “for cause” only. An instructor or Department of Nursing designee will accompany the student to the screening location and will afford the student visual and oral privacy to the greatest extent practical. A confirmatory test will be conducted using an approved Evidential Breath Test (EBT). If breath alcohol concentration (BAC) is 0.020 or greater, a second confirmation test will be performed at that time. A confirmed alcohol concentration of 0.020 or greater will be considered a positive test.

III. Violations that may Result in Termination from the Nursing Program:
1. Refusal to sign consent/authorization/release to submit to drug testing.
2. Refusal to submit to a drug or alcohol test.
3. Leaving the test site prior to submitting a specimen.
4. Failure to cooperate in any way that prevents the completion of the test.
5. Failure to report for testing within a specified time frame.
6. Submission of an adulterated or substitute urine sample.
7. Buying, selling, dispensing, distributing, possessing alcohol or unauthorized controlled substances while on duty on or off Nicholls State University premises.
8. Unjustifiable possession of drug-related paraphernalia while on duty on or off Nicholls State University premises.
9. Unjustifiable possession of prescription drugs or any dangerous controlled substances

IV. Financial: All costs associated with drug testing are the responsibility of the student.

V. Steps:
1. The Department Head of Nursing or designee will notify the student to report for drug testing. Note, if there is a legitimate, documented scheduling conflict, the student is expected to contact the Department Head immediately.
2. Upon notification, the student must create/access their respective CastleBranch™ account to order and pay for the drug test and choose the nearest/most convenient collection site.
3. Once the order is processed, the student will receive, via email, an e-chain of custody. The student must print the e-chain and report to the respective collection site for drug testing.
   NOTE: From the time the e-chain is issued to the student, the student has 5 days to report for drug testing.
4. In order to test, the student must present a valid driver’s license or official government issued identification. Students are expected to maintain professional behavior at all times.
VI. Agreement to Submit to Drug Testing and Authorization for the Release of Results to the Department Head:

1. Each student is required to complete and sign the *Agreement to Submit to Drug Testing and Authorization for the Release of Results* form. By signing the document, the student indicates that they have read, understand, and agree to the Department of Nursing Drug and Alcohol Testing Policy. By signing the form, the student indicates consent for drug testing by the designated laboratory and the subsequent release of the results to the Department Head of the Department of Nursing. The signed Agreement form is valid for the duration of the student’s enrollment in the program of study. The signed form will be placed in the student’s file in the Department of Nursing office.
Nicholls State University  
College of Nursing and Allied Health  
Department of Nursing

Agreement to Submit to Drug Testing and Authorization for Release of Results

I understand that as a requirement for admission to the Nicholls State University undergraduate or graduate nursing program, I must submit to a drug test at a designated laboratory (on-and/or off-site), which will provide the results of the test to the Department Head of Nursing. I understand that if the test result is positive, I may be denied admission to the program of study.

I further understand that I will be subject to drug testing while enrolled in the undergraduate or graduate nursing program. A positive drug test, refusal to submit to testing, or failure to report for drug testing within a specified time frame may result in dismissal from the program of study.

By signing this document, I indicate that I have read, I understand, and I agree to the Department of Nursing Student Drug and Alcohol Testing policy. I understand that a negative drug test is required for admission and progression in the program of study.

This signed document constitutes my consent for drug testing by a Nicholls State University, Department of Nursing designated laboratory. It also constitutes consent for the laboratory to release the result of my drug test to the Department Head of Nursing.

In Witness Whereof, this agreement is executed this ______ day of ________, 20__.

______________________________
Student Signature

______________________________
Student Printed Name

______________________________
Witness Signature

______________________________
Witness Printed Name

Adopted: 8/2011
Revised: 1/12; 1/13; 7/13
Reviewed: 7/14; 8/15; 8/16; 7/18
Provisions of the Law Governing the Practice of Nursing (2010) – Part I – Sections 911 through 935 refer to the practice of registered nurses. Within this part are provisions referring to student nurses and the practice of nursing as a portion of a program of study in an approved school of nursing.

Section 913 (4) – “Approved program” means a nursing education program approved by the board.

Section 913 (12) – “Nursing diagnosis” means the identification of actual or potential responses to health needs or problems based on collecting, analyzing, and comparing data with appropriate nursing standards to serve as the basis for indicting nursing care or for which referral to appropriate medical or community resources is necessary.

Section 913 (13) – “Practice of nursing” means the performance, with or without compensation, by an individual licensed by the board as a registered nurse, of functions requiring specialized knowledge and skills derived from the biological, physical, and behavioral sciences. The practice of nursing or registered nurse shall not be deemed to include acts of medical diagnosis or medical prescriptions of therapeutic or corrective nature.

Section 913 (16) – “Student nurse” means any individual who is enrolled in an approved program preparing for licensure as a registered nurse.

Section 929 (4) – Exceptions. The practice of nursing as an integral part of a program of study by student nurses enrolled in an approved school of nursing; however the board shall have jurisdiction to assert a disciplinary action over a student nurse who violates any provisions of this part.

According to the Legal Consultant on the Louisiana State Board of Nursing, student nurses may legally perform any function of a staff RN in this state, provided they have demonstrated knowledge and competence to the faculty who supervises them.

Therefore, Nicholls State University’s Department of Nursing in accordance with the Louisiana State Board of Nursing does state that student nurses may legally perform any function of a staff RN in this state, provided they have demonstrated knowledge and competence to do so and are supervised by the respective faculty. The Department adds the following policies for the practice of student nurses.

In the event that the clinical agency utilized has a more stringent or different policy than those stated below, the policy of the institution will be adhered to.
Blood and Blood Products

1. Students may assist in checking cross matching slips with blood and blood products for compatibility, but are not to be one of the two persons required to do so.
2. Students may administer Rhogam.
3. Students may prime blood tubing and filter with normal saline (only) and initiate infusions (of normal saline only).
4. Students may monitor vital signs during blood and blood products administration.
5. Students must keep staff nurse informed of changes in patient status during administration of blood and blood products.
6. In the event of transfusion reaction, the staff nurse is responsible for reporting the event to the physician and receiving any orders.
7. Students may gather data and specimens required in the event of transfusion reaction.
8. Students may terminate infusions of blood and blood products.

Cancer and Therapeutic/Investigational Drugs

1. Students will not administer any cancer therapeutic or investigational drugs.
2. Students are responsible to know classification, action, potential side effects, dose, contraindications, and nursing implications of each drug their patient receives.
3. Students are responsible to assess their patients regarding their response to these drugs.

IV Medications

Upon satisfactory completion of IV therapy laboratory:

1. Students may check patency of IV lines and flush saline locks.
2. Students may administer IV push/IV piggyback medications.

Hyperalimentation Solutions

1. Students may administer hyperalimentation solutions.
2. Students may perform site care and tubing changes necessary.
3. Students are responsible to monitor urine glucose and ketone values and to observe available serum indicators of nutrition.

Phlebotomy

1. Students may draw blood for lab.
2. Students may draw blood from central lines according to physician and hospital guidelines.
3. Students may draw blood from arterial lines according to physician and hospital guidelines.
4. Students may perform finger/heel sticks for appropriate lab.

Narcotic Administration

1. Students are not responsible for keys to narcotic lock-up.
2. Students will sign out narcotic with faculty member co-signing (dependent upon hospital dispensing system).
3. Students are not responsible for participating in change-of-shift narcotic count, but are responsible to determine accuracy of count with each narcotic removed from lock-up
4. Students will not give narcotics if count is incorrect.

Transcribing Orders

1. Students may transcribe orders on their own patients or those of their team members.
2. Orders must be co-signed by the staff nurse, who first ascertains that all orders have been transcribed correctly.

Verbal/Phone Orders

1. Students are not responsible to accept verbal or phone orders.
POLICY:
The Department of Nursing prepares students for technical and professional practice. It is paramount to the educational process that students demonstrate compassionate, humane, and equitable treatment to all persons, regardless of these person’s diagnoses, conditions, or treatment regimens. This philosophy of care for students in the department is especially applicable in all clinical experiences regarding blood-borne diseases such as, but not limited to, Human Immunodeficiency Virus (HIV) infection/disease, Hepatitis B Virus (HBV), and Hepatitis C Virus (HCV).

Hereafter in this policy statement, the term blood-borne disease will be used to refer to persons with one or more of the following conditions or infection with a blood-borne pathogen:

a) A medical diagnosis of HIV infection
b) A medical diagnosis of AIDS
c) A medical diagnosis of HBV infection
d) A medical diagnosis of HCV infection
e) A medical diagnosis of Human T-Lymphocytic Virus Type I/II (HTLV-I/II)
f) A positive laboratory result indicating infection with HIV, HBV, HCV, HTLV-I/II

In relation to blood-borne diseases both faculty and students, as participants in an educational program accredited by the CCNE have obligations. The faculty shall:

a) Impart technical skills and knowledge to students that will reduce the risk of exposure to blood-borne pathogens.
b) Emphasize to students the importance of “hands on” clinical care, psychosocial skills, and understanding in the care of clients with blood-borne diseases.
c) Provide counseling and support to students throughout the delivery of nursing care to clients with blood-borne diseases.
d) Reinforce with students the importance of professional accountability in nursing care of the client with blood-borne diseases, especially regarding education, dignity, and confidentiality.
e) Insist that students adhere at all times to the guidelines issued by the Centers for Disease Control or Occupational Safety and Health Administration or the clinical agency in which the student is participating in a clinical learning experience, concerning both the prevention of infection/transmission of blood-borne pathogens and the care of the patient with blood-borne diseases. These guidelines are usually referred to as Standard Precautions (Universal Precautions) or OSHA Blood-borne Pathogens Standard.
Infections control precautions following the CDC “Standard Precautions” guidelines are taught and validated in Nursing 222 and 223 in the BSN Program prior to clinical experience. These skills are validated in each subsequent course. Students shall appropriately implement “Standard Precautions” for all patients as part of their professional nursing responsibility. OSHA guideline updates will be presented to students and faculty on an as needed basis as major revisions of guidelines are received. Additionally, effective fall 2015, all students enrolled in clinical courses will complete a medical OSHA and HIPAA e-learning module; the completion certificates are a component of clinical compliance.

The student professionally and ethically should:

a) Provide care to all clients assigned to them regardless of the client’s respective diagnosis, conditions, or treatment regimens. This obligation especially applies to clients with blood-borne diseases. Refusal or failure to do so is contrary to the Nursing Code of Ethics and does not meet the minimum standard for professional nursing practice advanced by the National League for Nursing. Hence, such behavior is unacceptable by any student in the Department of Nursing.

b) Realize that any person may actually be infected with a blood-borne pathogen but be asymptomatic without clinical evidence of the infection and/or a formal medical diagnosis of a blood-borne disease. Hence, in all client contacts in every clinical experience, students must protect themselves and all others against exposure to blood-borne pathogens by practicing Universal Precautions.

Students are required to respect the confidentiality of clients with blood-borne disease. When a student, while in clinical, experiences an accidental exposure with the potential to transmit infection, he/she should be aware that the University will make every effort to maintain confidentiality.

The Department of Nursing hereby asserts that it will not be held responsible if a student, as part of his/her clinical learning experience, is, in any way or manner:

a) Exposed to blood-borne pathogens secondary to his/her failure to follow the CDC, OSHA, or clinical agency guidelines for blood-borne pathogens/diseases.

b) Accidentally exposed to blood-borne pathogens. If the CDC, OSHA, or clinical agency guidelines for blood-borne pathogens/diseases are rigorously followed, the risks of accidental occupational exposures are reduced. However, exposure to or infection to blood-borne pathogens remains a possibility despite adherence to these guidelines.

c) Intentionally infected by the person/patient with a blood-borne pathogen. Most intentional infection instances can be foreseen, and therefore can be avoided. However, intended exposure to or infection with a blood-borne pathogen may occur with minimal or no warning.
Guidelines for Exempting Students from Clinical Assignment to Patients with a Blood-borne Disease

A value central to the practice of nursing is to provide health care to patients regardless of personal risk of exposure to infectious disease. In order to continue this value, students are required to care for patients with blood-borne (communicable) diseases on the same basis as they are required to care for other patients exercising all due precaution to protect the health of the students/faculty.

In certain situations, students/faculty are relieved of responsibility for care of patients with blood-borne disease. The situations warranting relief of responsibility are when the student has been diagnosed with one of the following:

1. Infections that can be transmitted to the patient
2. Immune-suppressed conditions

Students Who Have Tested Positive for or Contracted a Blood-borne/Communicable Disease

It shall be the legal and ethical obligation of any student who has tested positive or contracted any communicable disease to report this fact immediately to the BSN Clinical Coordinator, BSN Program Coordinatory, and Department Head of the Department of Nursing. The student with a communicable disease will be relieved of clinical responsibilities that involve direct patient contact as long as he/she has a disease warranted to specific conditions. The student is also obligated to the welfare of fellow students to institute behaviors to prevent spread of any communicable diseases.

The Department assumes no liability for students with compromised immune systems acquiring other communicable diseases while assigned to specific units and/or patients in clinical learning experience.
Accidental Exposure to Blood or Body Fluid by Surface Contact or by Puncture

When accidental exposure to blood or body fluid or other potentially infectious materials by surface contact and/or puncture occurs to a Nicholls State University student, while he or she is participating in a scheduled clinical experience at an outside agency, the instructor must be notified immediately and subsequently notify the respective Program Coordinator and Department Head of Nursing.

The following procedure will be implemented.

1. The student, following the clinical agency’s policies and procedures, is to report to the agency’s emergency room for treatment, initial testing, and care immediately after the incident. The results will be disseminated to the student according to the clinical agency’s policy. The cost of any emergency medical care of treatment shall be the responsibility of the individual receiving the care or treatment. Although it is highly recommended to seek immediate treatment, the student does have the right to refuse treatment.

2. Variance reports are to be filled out to meet both the agency’s and the University’s requirements. University variance reports are to be delivered to the Head of the Department of Nursing via the Program Coordinator. The Department of Nursing will then deliver a copy of the report to the University Health Services, as applicable, while maintaining confidentiality of the report.

3. University Health Services will then attempt to contact the student as soon as possible following receipt of the variance report. University Health Services will provide written material and information as requested by the student, provide assistance with student insurance claim form completion (if student is covered by student insurance), and refer him/her to their local health unit or family physician for follow-up. University Health Services will document contact/conversation with the student and file with the affiliated variance report. University Health Services will maintain confidentiality of all variance reports. The cost of any medical follow-up care or treatment shall be the responsibility of the individual receiving the follow-up care or treatment.

4. In the event that a student administers care to a client who later in their hospitalization, tests positive for communicable disease, it will the student’s responsibility to undergo testing and follow-up as may be recommended by the clinical agency. The cost of medical care or treatment shall be the responsibility of the individual receiving the care or treatment.

Adopted: February 1994
Revised: January 1999; April 2002
Reviewed: August 2001; July 2005; 6/13; 7/14; 7/15; 8/16; 7/18
Nicholls State University
University Health Services

Variance Reporting: Policy and Procedure

POLICY:
It is the policy of the Department of Nursing that all variances involving students and/or faculty are to be reported to the Program Coordinator and Department Head as soon as possible (within 24 hours minimum) on a Nicholls State University Department of Nursing “Variance Report” form.

A variance is defined as:
1. Any occurrence on-campus or within a clinical facility that is not consistent with the routine day-to-day operation of the respective agency.
2. Any occurrence that involves treatment or care that is not consistent with the respective agency policies and/or procedures.
3. Any accident, injury or work-related illness (including but not limited to back injuries, strains, sprains, cuts, contusions, fractures, eye injuries, needle-stick injuries, restraint injuries, slips, trips or falls, etc.) which involves a client and student or faculty of Nicholls State University’s Department of Nursing.
4. Any variance from physician’s orders in the dosage, route, type, quantity, or time of administering of any form of medication or treatment to a patient.
5. All variances in the count of controlled substances (narcotics).
6. Any malfunction of equipment being utilized in the care of a patient (medication and/or treatment).
7. Any abnormalities or reactions resulting from the administering of medication or treatment.
8. Any violation of the Department of Nursing’s “Policies for Clinical Practice”.

Policies and procedures of the involved clinical agency must be followed at all times. The agency’s unit supervisor and/or Risk Management Department is to be notified as soon as possible. Appropriate variance report forms for the clinical agency and nursing department are to be completed and submitted within 24 hours. If needed, faculty anecdotal records may be attached to the University’s departmental variance report form.

The following guidelines should be utilized in completing a variance report:
1. Give incident reports high priority.
2. Take responsibility for reporting.
4. Be a witness, not a judge and jury. Keep opinions to yourself. Do not use reports to complain, retaliate or attach blame.
5. Report only the facts. Report what you saw, what you heard, what you did. Be brief. Use wording that cannot be misinterpreted by outsiders. Quote what was said by the patient, visitors, etc?
If the variance involves injury of a student or faculty member, the student and/or faculty member has the option to report to the agency’s emergency department, University Health Services, or their private physician for assessment, treatment, and evaluation using the following guidelines. (1) If the nature of the injury is deemed urgent (requiring treatment within one hour) or (2) emergent (requiring immediate treatment), the student or faculty member should report to the nearest emergency department. (3) If the nature of the injury is triaged as routine (treatment needed within 24 hours), the student and/or faculty member should consider seeking treatment with the following (a) University Health Services, (b) their private physician, or (c) the local health unit.

If treatment is indicated, students or faculty reserves the right to refuse treatment; however, a waiver must be signed releasing the University of any responsibility associated with the injury. Students who are covered under the student insurance policy may pick up a claim form from University Health Services and submit the claim to the insurance carrier. The cost of any emergency care or treatment shall be the responsibility of the individual receiving the care of treatment.

Variance reports must not be filed with or become part of the involved patient’s record. All reports and pertinent attachments must be delivered to the Department of Nursing in a sealed envelope as soon as possible (within 24 hours). Variance reports and all information contained therein are the property of Nicholls State University’s Department of Nursing and must be treated as privileged and confidential information. The report must be prepared in ink or typed with the full signature and title of the faculty person preparing the report.

PROCEDURE
1. Notify appropriate agency authorities (unit supervisor, risk management, etc.).
2. Obtain agency and Department variance report forms. Complete agency form as directed by unit supervisor or risk management department.
3. Complete each section of the Department variance report form as instructed on the form.
4. Notify Course Coordinator of variance and forward report to Program Coordinator as soon as possible.
5. Program Coordinator forwards report to Department Head upon receipt.
6. Follow all facility guidelines in the care of a patient involved in a variance.
Variance Report Form

This report is not part of a patient’s medical record and is not to be copied or reproduced.

Student Name: ___________________________ Program of Study: ________
N#: ___________________________ Course Name/Number: ___________________________
Agency/Unit: ___________________________ Date of Variance: ___________________________
Time of Variance: ___________________________

Type of Variance (check all that apply)

- back of injury
- strain
- sprain
- laceration
- contusion
- fracture
- eye injury
- needle-stick
- slip
- trip
- fall
- dislocation
- burn
- allergic
- equipment
- restraint injury
- abrasion
- reaction
- malfunction
- avulsion

other: ___________________________

_____ Unusual Occurrence:
(describe) ___________________________

--- Variation in Policy or Procedure:
(describe) ___________________________

_____ Medication Variance:
Medication involved: ___________________________
Date discovered: ___________ Time discovered: _______ AM ______ PM

Type of variance (check all that apply):

- med given to wrong patient
- wrong dose given
- wrong med given
- wrong route of admin
- med not given on time
- wrong injection site
- contaminated med
- adverse reaction
- med not given
- IV infiltration
- narcotic count incorrect
- IV rate fast/slow
- IV infusion pump/controller malfunction
- Other: ___________________________

Was unit/agency supervisor notified? _____ yes _____ no
Name of Supervisor: ___________________________
Instructions from Supervisor: __________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

Was physician notified?   ____ yes   ____ no Name of MD: ________________________________

Date notified: ______________ Time notified: ______________  Notified By: _______________________

Injured party examined/treated by:   ____ University Health Services   ____ MD at site

   ____ Emergency Dept. MD   ____ Agency Employee Health   ____ Personal MD

   ____ Local Health Dept.   ____ Exam/treatment refused

*If exam/treatment is refused, injured party’s signature here verifies that he/she accepts responsibility for seeking medical care.

Injured Party: ________________________ Date: __________________

Witness: _____________________________ Date: __________________

Complete the following if applicable:

Patient Name: ________________________ Medical Record #: __________________

Attending Physician: ____________________________

Narrative

Objectively describe in detail what actually occurred. Give facts only. Do not include opinions, conclusions, allegations, conjecture, hearsay, or any nonobjective observation. If additional space is required, use plain paper.

Action Taken

Describe in detail if any action was taken to detect or counteract the possible cause/effect of the variance. Use plain paper for additional space.

Condition

Describe any changes in the patient’s condition following the variance. Use plain paper for additional space.
Print name of faculty preparing this report: ________________________________
Faculty Signature: ________________________________ Date: ________________
Student Signature: ________________________________ Date: ________________

Deliver this report and all pertinent attachments to the Department of Nursing in a sealed envelope as soon as possible (within 24 hours). This document is not part of the patient’s medical record and may not be copied or reproduced.

Date Received by Program Coordinator: ________________________________
Program Coordinator Signature: ________________________________
Date Received by Department Head: ________________________________
Department Head Signature: ________________________________
Nicholls State University  
College of Nursing and Allied Health  
Department of Nursing  
Bachelor of Science in Nursing Program  

HESI Testing Policy

**Policy:** The BSN Program uses the Health Education Systems, Inc. (HESI) program as an academic measuring tool. HESI is a comprehensive assessment and review program in an online format that offers focused assessment and remediation resources to students based directly on the NCLEX-RN test plan. HESI Exam Scores can be indicative of the student’s level of risk for success in the program and on NCLEX. Full participation in the program allows for the early identification of student’s areas for improvement with focused remediation strategies for diverse learning styles. Expected student achievement on the proctored HESI Specialty and Comprehensive Exit Examination (E²) exams is a score of 900 or above indicating recommended performance.

Entry-level students through graduating seniors utilize the testing program; individual as well as aggregate data, both formative and summative, is obtained. Individual data is utilized to assess student learning and provide an impetus for student-managed preparation and remediation and is a component of student advising. Course-specific aggregate data is monitored by the BSN Program’s Coordinator of Assessment and shared with the BSN Program Coordinator, course coordinators, and course faculty to inform course improvement as applicable. HESI data is disseminated to the faculty at the BSN Faculty Assembly meetings. Trended data are a component of the Systematic Plan for Program Evaluation.

**Test Preparation**

Students are required to complete HESI assignments by the due date and time as indicated on course calendars to derive the maximum benefit. Completion of HESI assignments will serve as entry into the HESI exam. The course assigned HESI Specialty and the Comprehensive E² exams will account for 12% of the course grade.

A. For each exam administered in NURS 222 & 223, students will be assigned at least one (1) HESI RN Patient Review or HESI Case Study accounting for 7% of the course grade.

B. For each exam administered in NURS 226, students will be assigned at least one (1) HESI RN Patient Review or HESI Case Study accounting for 12% of the course grade.

C. For each exam administered in 255, students will be assigned at least:
   1) Two (2) HESI RN Patient Reviews OR
   2) One (1) HESI RN Patient Review and One (1) HESI Case Study AND
   3) One (1) quiz from Elsevier Adaptive Quizzing (EAQ).

D. For each exam administered in 355, 371, 381, 400, and 420, students will be assigned at least:
   1) One (1) HESI Case Study AND
   2) One (1) quiz from Elsevier Adaptive Quizzing (EAQ).

E. Students enrolled in NURS 427 will be assigned at least four (4) HESI Management Case Studies.
F. Students enrolled in NURS 428 will be assigned all remaining HESI Case Studies, a variety of adaptive quizzes through EAQ, completion of the on-line NCLEX review course, and attendance at a scheduled HESI Live Review course.

**Testing and Grading**

Each semester, every student admitted to the Bachelor of Science in Nursing Program and those students enrolled in one or more BSN clinical nursing courses, will be expected to complete all available national standardized exams. Failure to comply may result in the student’s ineligibility to sit for the respective final exam(s) and may jeopardize progression in the BSN Program.

Students must complete all assigned HESI activities to sit for the course assigned specialty exam. The financial cost of these exams is included in the assessed student lab fees. Exams are administered and proctored by the BSN Program administration and faculty on dates and times communicated to students in advance. Initial assessments will be administered no earlier than the second to last full week of classes each semester.

The course assigned HESI Specialty and the Comprehensive E² exams will account for 12% of the course grade. Grades for the test are assigned based on the student’s performance on the initial take of the mandatory proctored exam:

- Students achieving a HESI score of ≥900 will be assigned a grade of 100.
- Students achieving a HESI score of 876-899 will be assigned a grade of 92.
- Students achieving a HESI score of 850-875 will be assigned a grade of 84.
- Students achieving a HESI score of 800-849 will be assigned a grade of 76.
- Students achieving a HESI score of <800 will be assigned a grade of 69.

Students scoring below 700, indicating a severe need for further preparation, are required to meet with the Head of the Department of Nursing, BSN Program Coordinator, and respective Course Coordinator.
**Student Entry Ticket**

Student Name: __________________________________________  Course: ____________

Elsevier Adaptive Quizzing, HESI Patient Reviews, HESI Case Studies & the HESI/Saunders Online Review Course are part of the BSN program at Nicholls State University. Students are responsible for completing course assignments located in the Evolve platform in order to sit for the course assigned HESI specialty exam. Students not completing course assignments will not be allowed to sit for the course assigned HESI specialty exam(s), resulting in a grade of zero (0) for the exam. Each of the required components are listed below.

All requirements listed for NURS ______ are due by 4:00 PM on _____________.

*You must present this worksheet to enter the NURS ____ HESI Exam.*

**Clinical Videos**

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<th>Score</th>
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**Elsevier Adaptive Quizzes**

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**HESI Patient Reviews**

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**HESI Case Studies**

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I verify that all the above requirements are completed to the best of my ability.

____________________________________________________________________________

Student Signature  Date
Remediation Plan
Students not achieving a score of at least 900 on the initial exam are required to participate in an individualized remediation plan and retake the assessment as scheduled (see attached Remediation Plan and Student Learning Contract). Students with lower HESI scores require more intense remediation. All retakes will be scheduled no earlier than the last two weeks of class. No grade will be assigned based on the retake score.

1. Following HESI Specialty and the Comprehensive E² exams, students are required to remediate; remediation requirements are dependent on individual student HESI scores.
2. Students who do not achieve a score of 900 or above on the HESI Specialty or Comprehensive E² exam must complete a Remediation Plan and Student Learning Contract for approval by the Course Coordinator.
3. Students scoring below 700, indicating a severe need for further preparation, are required to meet with the Head of the Department of Nursing, BSN Program Coordinator, and the respective Course Coordinator.
4. The student will:
   a. Receive the HESI Exam reports and correlating online remediation within 48 hours of the exam being closed.
   b. Develop a personal plan for remediation from the Specialty and/or Comprehensive E² exam student report.
   c. List specific activities to complete in order to remediate missed concepts/content.
   d. Schedule an appointment with the Course Coordinator to gain approval for the plan.
5. Remediation must be completed by 4:00 p.m. on the day prior to the scheduled retake. Students will not be eligible to take another version of the HESI Specialty or Comprehensive E² exam unless the Remediation Plan and Student Learning Contract remediation activities are completed.
6. Work must be completed independently. Sharing of information or working with other students is considered academic dishonesty and may lead to student dismissal.

Student Remediation Plan Based on HESI Scores*

<table>
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<tr>
<th>HESI Score</th>
<th>Requirements</th>
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</table>
| 800-899    | 1. A minimum of four (4) hours of study is required**
|            | 2. Complete online remediation provided in HESI Student Access specific to the Specialty or Comprehensive E² exam. **
|            | 3. Complete, with at least 80% accuracy, all practice questions in the online remediation. **
|            | 4. Select one (1) HESI Case Study in a content area of weakness based on individual HESI Exam Student Report and complete with at least 80% accuracy.***
|            | 5. Complete at least 100 questions through EAQ addressing content areas with scores less than 900. |
| 750-799    | 1. A minimum of five (5) hours of study is required**
|            | 2. Complete online remediation provided in HESI Student Access specific to the Specialty or Comprehensive E² exam. **
|            | 3. Complete, with at least 80% accuracy, all practice questions in the online remediation. **
|            | 4. Select one (1) HESI Case Study in a content area of weakness based on individual HESI Exam Student Report and complete with at least 80% accuracy.***
|            | 5. Complete at least 150 questions through EAQ addressing content areas with scores less than 900. |
| HESI Score | 1. A minimum of six (6) hours of study is required**  
2. Complete online remediation provided in HESI Student Access specific to the Specialty or Comprehensive E² exam. **  
3. Complete, with at least 80% accuracy, all practice questions in the online remediation. **  
4. Select one (1) HESI Case Study in a content area of weakness based on individual HESI Exam Student Report and complete with at least 80% accuracy.***  
5. Complete at least 200 questions through EAQ addressing content areas with scores less than 900. |
|---|---|
| 699 or below | 1. A minimum of six (6) hours of study is required**  
2. Complete online remediation provided in HESI Student Access specific to the Specialty or Comprehensive E² exam. **  
3. Complete, with at least 80% accuracy, all practice questions in the online remediation. **  
4. Select one (1) HESI Case Study in a content area of weakness based on individual HESI Exam Student Report and complete with at least 80% accuracy.***  
5. Complete at least 250 questions through EAQ addressing content areas with scores less than 900. |

* Student may develop other forms of remediation that are subject to faculty approval (document how this completion of remediation will be determined).  
**Student must be logged into their HESI Student Access account and the online test specific remediation content for the number of hours specified. Do not print and log out of HESI remediation to study. Time spent in remediation content is monitored and students may break up the required remediation hours into multiple sessions.  
***HESI Case Studies may be repeated as needed.
##Nicholls State University
##College of Nursing and Allied Health
##Department of Nursing
##Bachelor of Science in Nursing Program
##Remediation Plan and Student Learning Contract

**Student Name:** __________________________  **Date:** __________________

**Exam:** ___________________________  **Score:** __________________

###Student Remediation Plan Based on HESI Scores*

<table>
<thead>
<tr>
<th>HESI Score</th>
<th>Plan Details</th>
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</table>
| 800-899    | 1. A minimum of four (4) hours of study is required**  
            | 2. Complete online remediation provided in HESI Student Access specific to the Specialty or Comprehensive E² exam. **  
            | 3. Complete, with at least 80% accuracy, all practice questions in the online remediation. **  
            | 4. Select one (1) HESI Case Study in a content area of weakness based on individual HESI Exam Student Report and complete with at least 80% accuracy.***  
            | Case Study: ____________________________________________  
            | 5. Complete at least 100 questions through EAQ addressing content areas with scores less than 900. |

| 750-799    | 1. A minimum of five (5) hours of study is required**  
            | 2. Complete online remediation provided in HESI Student Access specific to the Specialty or Comprehensive E² exam. **  
            | 3. Complete, with at least 80% accuracy, all practice questions in the online remediation. **  
            | 4. Select one (1) HESI Case Study in a content area of weakness based on individual HESI Exam Student Report and complete with at least 80% accuracy.***  
            | Case Study: ____________________________________________  
            | 5. Complete at least 150 questions through EAQ addressing content areas with scores less than 900. |

| 700-749    | 1. A minimum of six (6) hours of study is required**  
            | 2. Complete online remediation provided in HESI Student Access specific to the Specialty or Comprehensive E² exam. **  
            | 3. Complete, with at least 80% accuracy, all practice questions in the online remediation. **  
            | 4. Select one (1) HESI Case Study in a content area of weakness based on individual HESI Exam Student Report and complete with at least 80% accuracy.***  
            | Case Study: ____________________________________________  
            | 5. Complete at least 200 questions through EAQ addressing content areas with scores less than 900. |

| 699 or below | 1. A minimum of six (6) hours of study is required**  
               | 2. Complete online remediation provided in HESI Student Access specific to the Specialty or Comprehensive E² exam. **  
               | 3. Complete, with at least 80% accuracy, all practice questions in the online remediation. **  
               | 4. Select one (1) HESI Case Study in a content area of weakness based on individual HESI Exam Student Report and complete with at least 80% accuracy.***  
               | Case Study: ____________________________________________  
               | 5. Complete at least 250 questions through EAQ addressing content areas with scores less than 900. |
*Student may develop other forms of remediation that are subject to faculty approval (document how this completion of remediation will be determined).

**Student must be logged into their HESI Student Access account and the online test specific remediation content for the number of hours specified. Do not print and log out of HESI remediation to study. Time spent in remediation content is monitored and students may break up the required remediation hours into multiple sessions.

***HESI Case Studies may be repeated as needed.

Student Signature: ________________________________ Date: ________________

Faculty Signature: ________________________________ Date: ________________

I verify that I have completed the above remediation plan.

Student Signature: ________________________________ Date: ________________
LiveText

LiveText is a web-based system that allows students to create, submit, and complete assignments for courses helping them to stay organized and receive the feedback needed for improving their learning process. Live Text manages course-based activities through grading rubrics allowing for direct and indirect evaluation of student learning outcomes and course outcomes. Students are required to submit selected learning activities through the Live Text course management system. An active subscription to Live Text is a requirement for this course and is a one-time purchase that will last for up to five years in the program. The cost of your Live Text subscription will appear on your Student Fee Bill if you do not already have an active account.
Nicholls State University
College of Nursing and Allied Health
Department of Nursing

Senior Exit Interview

All graduating seniors must schedule a senior exit interview with the Department Head prior to the end of the graduating semester. Students are notified, electronically, of available dates and times.
Clinical Facilities

Clinical nursing practice, under the supervision of the nursing faculty, is provided through formal contracts with the Bachelor of Science in Nursing Program and local area health agencies. The formal contracts are binding to the nursing students and faculty. Students will be informed of contractual agreements with the health agency prior to the first clinical experience. Failure to adhere to these regulations may forfeit the student’s privileges in the agency and effect the student’s clinical evaluation.

Types of Agencies Utilized: Public and private hospitals, public health departments, public and private mental health treatment facilities, nursing homes, and rehabilitation centers.

Assignment of Students: The instructor assigns the students to the agency which provides the learning objectives appropriate to the individual student’s needs.

Transportation: To and from any clinical assignment is the responsibility of the student.

Clinical Hours: During clinical hours, students are to remain on the hospital premises during all breaks, lunch, dinner, etc. unless specific alternate arrangements have been approved and directed by the clinical faculty. Failure to adhere to this policy will result in an overall grade of unsatisfactory for the clinical semester with a grade of no higher than “D” in the course.
Faculty/Students Visiting Patients and/or Research Subjects in Their Private Homes

This policy applies to faculty/students in either clinical practice/learning experiences and/or research/data collection.

Rationale: Patient/research subject privacy and confidentiality are paramount. This is especially so in their private homes, whether it be for patient care and/or research purposes.

Faculty and/or students:

1. SHOULD NOT contact by phone and/or in person any private home without first obtaining clinical agency approval/consent to make said contact (Example: if you are contacting a private home for XYZ home care agency, XYZ home care agency should have obtained written consent in advance from that private home for you to contact it/them and have informed said private home that Nicholls State University faculty and/or students would be contacting them).

2. SHOULD the evening before, phone the private home and inform them of the upcoming visit for the next day and the number/name(s) of all persons who will be visiting, and contact for an exact time for the visit. In all cases, a minimum of two (2) students should be included in the visit.

3. SHOULD the evening before in this same phone conversation request that any in-home caregiver(s) be present for/during the upcoming visit.

4. SHOULD, on the day of the visit, 30-45 minutes before the contracted time for the visit, again phone the private home to remind them of the upcoming visit.

5. SHOULD, in the cases of either a missed or canceled visit or a visit that occurred with some question or problem, immediately inform both the referring clinical agency and nursing administration at Nicholls State University.

6. SHOULD NOT, unless necessary, obtain SSNs or any other personal or confidential information that is not directly related to the case/patient care.

Adopted: 6/04
Reviewed: 7/14; 8/15; 8/16; 8/17; 7/18
Clinical Anecdotal Note Policy

1. The purpose of anecdotal notes is to assist faculty to document and recall clinical student’s performance.
2. Anecdotal notes are completed on students at the discretion of the clinical faculty.
3. Anecdotal notes should be retained in the faculty’s records for at least one academic year after the student has completed the course.
4. Examples of anecdotal forms are on file in the BSN Program Office.

Reviewed: 8/15; 8/16; 8/17; 7/18
Nicholls State University
College of Nursing and Allied Health
Department of Nursing
Bachelor of Science in Nursing Program

Policy for Clinical Evaluation of Student’s Progress

During every clinical learning experience, the student is simultaneously:
1. An individual learner
2. A member of a group of learners (i.e. the clinical group)
3. A member of the inter professional health care team
4. A provider of patient care

During any clinical nursing course, from each clinical learning experience to the next it is necessary that each student demonstrate evident progression toward achievement of course and clinical outcomes.

Evidence of this progression includes all of the following:
1. What the student verbalizes during the clinical learning experience
2. What the student writes during (i.e. charting) and in conjunction with (i.e. care plans) the clinical learning experience
3. What the student does during the clinical learning experience

The evaluation of this progression is made by the clinical instructor using the “Clinical Performance Evaluation Tool” (see “Tool Guidelines” below), accepted standards for nursing practice, and common sense.

The inability and/or unwillingness of a student to evidently progress from each clinical learning experience to the next adversely affects all of the following:
1. The quality of patient care
2. The functioning of the inter-professional health care team
3. The learning of the clinical group
4. The learning of the student, and equates to “Unsatisfactory” performance as a clinical nursing student.

Every opportunity will be afforded to the student to evidently and satisfactorily progress from each clinical learning experience to the next. In this endeavor, both the clinical student and the clinical instructor have responsibilities:

**Responsibilities of the clinical student** –
1. Strive to be satisfactory in every clinical learning experience and satisfactory progress from each clinical learning experience to the next.
2. Know the status of one’s clinical performance/evaluation at all times.

**Responsibilities of the clinical instructor** –
1. Strive to assist each student to be satisfactory in every clinical learning experience and satisfactorily progress from each clinical learning experience to the next.
2. If the student is unsatisfactory in any clinical learning experience and/or is not satisfactorily progressing from one clinical learning experience to the next, using the Clinical Performance Remediation (CPR) tool immediately inform the student in writing of:
   a. Specific examples, parameters, behaviors, etc. of how/why the student is unsatisfactory
   b. Specific strategies to become satisfactory and satisfactorily progress during subsequent clinical learning experiences.
Clinical Performance Evaluation Tool Guidelines

- The clinical evaluation tool is used for all clinical nursing courses. Each nursing course builds on prior knowledge, skills, and attitudes.
- All clinical learning experiences will be evaluated upon completion and/or as deemed necessary by the faculty. Students who are not meeting clinical outcomes will be counseled individually as needed.
- Each student will fill out a self-evaluation at (1) mid-clinical and (2) final.
- Each faculty member will fill out an evaluation at (1) mid-clinical and (2) final.
- Each row item (boxes) must be checked by placing a “✓” in appropriate box at (1) mid-clinical and (2) final.
- The score for Clinical Evaluation will be either “S” “NI” or “U” at mid-clinical.
- The score for Clinical Evaluation will be either “S” or “U” at final.
- A score of “NI” cannot be awarded as a grade post mid-clinical or as a final grade without a resulting overall unsatisfactory clinical grade.
- Clinical faculty will initiate the Clinical Performance Remediation (CPR) Tool for a student who receives a score of “U” on the mid-clinical evaluation. The CPR Tool may also be initiated for a score of “NI”, at any time at the discretion of the Clinical faculty.
- Final grades for any nursing clinical related component must be “S” or “U”.
- A passing grade will only be assigned if all the items are checked “S” at the time of the final evaluation.
- An unsatisfactory, “U”, for any clinical learning experience at final evaluation constitutes an overall unsatisfactory clinical grade.

Core Competency Statements

- Each core competency (as outlined in BOLD) has associated statements, which specifies individual guidelines.
- The core competency statements are based upon level of matriculation in each clinical course.
- Each clinical course has a unique clinical evaluation tool specific to the course and level.

Grading Guidelines

- Clinical Performance will be evaluated with a Clinical Performances Tool, and will be scored either “S”, “NI”, or “U”.
- Every student must receive a score of “S” on the Clinical Performance Tool during the final clinical evaluation to pass the course.
- If a student receives a “U” on the Clinical Performance Tool during the final clinical evaluation, the student will receive a grade of no higher that “D” for the course.
Grade Descriptions

A grade of Satisfactory or “S” means the student:
- Functions satisfactorily with minimum guidance in the clinical situation.
- Demonstrates accurate and appropriate knowledge and integrates knowledge with skills and attitudes.
- Engages consistently in self-direction in approach to learning.
- Provides evidence of preparation for all clinical learning experiences.
- Follows directions and performs safely.
- Identifies own learning needs and seeks appropriate assistance.
- Demonstrates continued improvement during the semester.
- Uses nursing process and applies scientific rationale.

A grade of Needs Improvement or “NI” means the student:
- Functions safely with moderate amount of guidance in the clinical situation.
- Demonstrates adequate knowledge and requires moderate assistance in integrating knowledge with skills.
- Requires some direction in recognizing and utilizing learning opportunities.

A grade of Unsatisfactory or “U” means the student:
- Requires intense guidance for the performance of activities at a safe level.
- Clinical performance reflects difficulty in the provision of nursing care.
- Demonstrates gaps in necessary knowledge and requires frequent or almost constant assistance in integrating knowledge and skills.
- Requires frequent and detailed instructions regarding learning opportunities and is often unable to utilize them.
- Is often unprepared and has limited insight into own behavior.
- Is unable to identify own learning needs and neglects to seek appropriate assistance.
- Not dependable.
- Breaches in professional or ethical conduct such as falsification of records and failure to maintain confidentiality.

Individual Clinical Performance Evaluation tools for clinical courses, with the associated Clinical Performance Remediation tools, can be found in each course syllabus.
Nicholls State University
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Student Evaluation of Faculty, Course, and Clinical Facility

POLICY
Upon completion of each nursing course, students will be given an opportunity to evaluate the faculty, the course, and the facility (as applicable) during the semester. It is an expectation of course completion that students will value the opportunity to provide feedback through the evaluation process.

BACKGROUND INFORMATION

Student evaluation of didactic/clinical teacher effectiveness should be predicated on the notion that constructive feedback is invaluable to faculty as they strive to perfect teacher performance. Student input serves to enhance the teacher-learning process by providing faculty with objective appraisals of areas of strength as well as areas of needed change/improvement.

Students should regard evaluation of faculty as both a privilege and a right with internet responsibility for objectivity. Such a concept necessitates that evaluation be given in a positive manner which focuses on teacher expertise, knowledge and presentation of content rather than on teacher personality. Student objectivity, therefore, is an essential component in the evaluation process. It requires maturity and a sincerely genuine commitment on the part of the student to provide input directed toward attainment of maximum teaching effectiveness.

Student evaluation is a reciprocal process in that faculty regard student input in the constructive and positive manner in which it is intended and presented. As consumers in this educational market, students have the right to expect faculty accountability and responsiveness to their learning needs. Faculty responsibility in the student evaluation process, therefore, is to give serious and thoughtful consideration to student input, and to implement changes when appropriate and consonant with curricula design constraints.

USE
The student End of Course Evaluations are used in making recommendations for course changes to the Committee on the BSN Curriculum. Recommended changes in the following areas are to be approved by the Committee on the BSN Curriculum with final approval by the BSN Faculty Assembly:

1. Course Description
2. Course Outcomes
3. Textbooks
4. Major Content Revision

The student evaluation of faculty (Student Instruction Reports [SIR] II) are to be used by the faculty for personal professional growth and is used for promotion, merit and/or tenure.
PROCEDURE

1. Each semester dates for the Department of Nursing Student End of Course Evaluation(s) and/or specific course evaluations are determined and included on all course calendars. Evaluations are completed electronically.

2. Students are required to access, complete, and submit the evaluation(s) in the defined time-period.

3. Student Instruction Report (SIR II). These forms are distributed by the Office of Assessment and Institutional Research. For completion of the SIR II:
   a. Two students are identified as classroom proctors for completion of the in-class SIR II evaluations and will be provided with the appropriate number of surveys; no course faculty will be present during the completion of the surveys, but other faculty from another course may be present to clarify instructions and student questions.
   b. After completion of the SIR II for each faculty member being evaluated, the student proctors will place the completed surveys in the correct faculty envelope and seal the envelope.
   c. Completed SIR II surveys will be hand-carried to the Office of the Dean in the College of Nursing & Allied Health (172 Ayo Hall).
   d. The Dean will forward all completed surveys to the Office of Assessment and Institutional Research for processing. Results of the SIR II will be distributed to the faculty through the Office of Academic Affairs after the beginning of the next academic semester.

The results of the evaluations are accumulated through the Office of Assessment and Institutional Research at Nicholls State University thereby insuring the anonymity of student responses. Students are expected to be thoughtful, honest, and constructive in their evaluative comments.
The BSN Labs provide the clinical nursing student opportunities for practicing and being evaluated on skills used in the clinical areas assigned. The hours of labs will be determined by faculty members involved in the various clinical courses.

1. Students are required to sign in and out of the lab.
2. Students are not allowed in the lab without faculty supervision.
3. Students are required to wear a Nicholls State University student ID (Colonel) card and name badge at all times during any aspect of the laboratory experience.
4. On scheduled laboratory and simulation days, to include checkoffs, students must wear the designated Nicholls State University Department of Nursing shirt or a Nicholls State University Department of Nursing sweatshirt. Bottoms must be comfortably fitting, full length khaki pants or jeans. Shorts and exercise pants are not allowed. Clothing must not be revealing and provide full coverage. Shoes must have closed toes and heels, with sole not thicker than 2 inches. Students are not allowed to wear any part of their clinical uniforms during on-campus lab days. Hair, makeup, and jewelry are the follow the BSN Program Uniform policy.
5. Scheduled lab time requires mandatory attendance. Absence during this time will be considered a clinical absence.
6. No non-clinical course, meeting or conference is to be scheduled in the labs unless it has been cleared with the clinical nursing faculty utilizing the lab in question.
7. The labs are to be kept in an orderly manner. Students are expected to pick-up after themselves. Leave beds neatly made and in the low, locked position with top rails up.
8. No smoking, eating, or drinking is allowed in the lab.
9. Personal belongings left in the labs are not the responsibility of the Nursing Department or University.
10. No outside visitors are allowed in the laboratory setting at any time. The labs are to be utilized by clinical nursing students only.
11. No students are allowed in the supply room located in the lab.
12. Place trash & soiled linen into the proper receptacles. All trash receptacles should be placed outside of over bed tables.
13. Mannequins, lab supplies, and equipment:
   a. Not for use on humans. Supplies and equipment are for use on mannequins only.
   b. Must be handled with same respect given to humans – keep draped at all times
   c. Universal precautions are expected at all times to protect students and faculty.
   d. Report broken equipment to faculty
   e. Clean all supplies and equipment after every use
   f. Return to proper location after each use

Revised: 7/18
Reviewed: 8/15; 8/16; 8/17
POLICY:
Students must choose from the following uniform brands/styles:

1. Male Uniforms:
   Landau Brand
   • Top:
     o Style # 1140 (professional jacket)
     o Style # 7489 5 Men’s 5-Pocket Top
   • Pant:
     o Style # 8550 Elastic Drawstring
     o Style # 8555 Men’s Cargo
  White high round neck tee shirt is required whenever in uniform. A neatly trimmed mustache and beard will be permitted, when sanctioned by the clinical faculty policy.

2. Female Uniforms:
   Landau Brand
   • Top:
     o Style # 8058 Women’s Zip Front Tunic
     o Style # 8051 Student tunic
     o Style # 8059 Women’s Button Front Tunic
   • Pants:
     o Style # 8320 Classic Fit Pant
     o Style # 8327 Eased Fit Pant
     o Style #8335 Mid-Rise Natural Waist
   • Dress: Style # 8052 Students dress
   • Maternity Uniforms: Should comply with the uniform policy. Tops should have a collar, button down and should be mid-hip length.

A white or neutral, plain camisole or undershirt is required when in uniform.

A solid white, uniform brand long sleeve stretch tee may be worn under uniforms. These stretch tees have spandex material which prevents baggy sleeves and can be found by various uniform brands.

Make up may be worn in moderation. No hair bows, Barrettes, clips, and headbands which are flat shape and same color as student’s hair (neutral in color) are acceptable.
The following are uniform criteria for male and female students:

3. **Lab coat:** All white, long sleeves, and knee length.
4. **Insignias:** Need two (2) insignias. One will be sewn to the left sleeve of the uniform and the other will be sewn to the left sleeve of the lab coat. Location of insignia will be directly over deltoid muscle. These may be purchased in the Nicholls State University Bookstore.
5. **Shoes:** Professional nursing shoes. Solid white (including the visible portion of the sole), solid leather upper, soft-soled professional styled shoes. Must have closed toes and heels, with sole not thicker than 2 inches. No sandals or cloth construction. Shoes may be lace up. Fashion-type sneakers are not permitted. Brand Logos/Labels that are colored may be acceptable if the size is no more than 1.5 cm (approximately the size of a quarter) and pending approval by the course instructor. No other colors on the shoe (such as stitching, colored Nike checks or colored laces) will be acceptable. Any question about shoe compliancy needs to be directed to your clinical instructor prior to purchasing.
6. **Socks (white),** worn with slacks, should be at least 2 inches above ankle. Undergarments should be neutral and solid (ex. Beige or white to wear under the white uniform). Thongs are not allowed as an undergarment. Undershirts should not contain visible print or color.
7. **Name pins:** Two (2) need to be purchased. One will be pinned to the left chest of the uniform top, and other will be pinned to left chest of lab coat. BSN Program pins have blue background.
8. Bandage scissors: 5 ½ inches long with dressing lip.
9. **Dual head stethoscope,** provided in the Physical Assessment kit, with at least 20-inch tubing. Cardiology stethoscopes are not acceptable for entry-level courses.
10. Wrist watch with “second” hand. No digital dials. Neutral color (white, black, or brown) utility style bank: not jeweled, no cloth or leather band, must be able to be cleaned. Smart watches (i.e. Apple, Samsung, Fitbit, Pebble, etc.) and designer fashion watches are not allowed. Size and style need to be consistent with professional dress.
11. Penlight.
12. **Hair Style.** Professional either short cut above collar or pinned up securely off collar and out of face. No extreme hair style or coloring. No bleaching or dying with primary colors (examples: red, blue, purple, orange, yellow or green). Mild natural shades of color or highlights are permitted.
13. **Jewelry:** Earring size should not exceed ¼ inch width, one per ear, place in lobe of ear, and flush with ear lobe surface. If pair is worn, they will match. No visible body piercing or tongue piercing is allowed, other than a single pair of earrings. Ear gauging is discouraged. For students with existing ear plugs (ear gauging), a flesh tone hider plug will be required while students are in clinical and lab settings. A flush color plug is also required for large tongue and nose piercing that leave visible holes. Necklaces, chains are discouraged for safety reasons, but if a fine chain is worn, it will be inside of a high cut neckline. A wedding ring may be worn, and suggestion is that rings be plain and without stones (for safety reasons). Advertisement or holiday jewelry is not considered professional. No additional jewelry.
14. **Fingernails must be short, clean, filed, and not polished. Artificial nails of any kind are unacceptable.**
15. **Visible tattoos must be concealed/covered.**
16. At all times, clothing will be pressed, clean, and in good repair.
Additional Requirements for All Students

1. Students will be required to follow institution’s guidelines. If they should differ from the above, permission for exceptions will be at the discretion of clinical faculty. Each student should refer to their clinical syllabus for course and facility considerations.

2. When obtaining assignments at clinical facility, students are to wear a lab coat (with insignia and name tag) and be dressed in **full** uniform. Appearance should be as “Professional” as any clinical day.

3. Uniforms and lab coats with insignias and nametag are to be worn in clinical facilities only during scheduled clinical activities. For example: do not wear these clothes when on duty as employee, as a Nurse Tech, or CNA, even if you are employed at the same facility at which you are assigned academic clinical days.

4. Students are required to wear a Nicholls State University student ID (Colonel) card and name badge at all times during any aspect of the clinical experience, (i.e. clinical assignment, observation and clinical day). Additional agency specific ID badges may be required to be worn.

5. In the clinical setting, soiled or torn uniforms should be promptly changed. Designated agency staff will provide a change of clothing, if necessary; it is the student’s responsibility to return the clean, borrowed clothing to appropriate area in a timely manner.

6. Additional requirements may be identified by faculty and communicated to students.

The Department of Nursing reserves the right to determine extremes in style of uniform apparel.

**Students in violation of the Department of Nursing’s Uniform Policy will receive 1 (one) warning. Any additional violations will result in an unsatisfactory in professionalism for that clinical day.
Scholarships

The Scholarship Office will advertise any available scholarships on their webpage and through the Inside Student e-mail newsletter. All nursing students are strongly encouraged to apply for these scholarships as appropriate.

A limited number of scholarships are made available through private donors to the Department of Nursing. The Program Coordinator, through the course coordinators, will announce these scholarship opportunities as they are available.
Professional Organizations

All nursing students are encouraged to join their professional organizations for career growth and development. The local organization is titled Nicholls Association of Student Nurses, referred to as NASN. The state organization is titled Louisiana Association of Student Nurses, referred to as LASN. At the top of the professional organization’s hierarchy is the National Student Nurses Association, referred to as NSNA. Membership in all three professional organizations is strongly encouraged. Attendance at organization meetings are strongly encouraged by the BSN faculty.

PURPOSE AND FUNCTIONS OF NASN

Section 1. The purpose of NASN shall be to aid in the development of the individual student of nursing as future health professionals; to be aware of and to contribute to improving the health care of all people.

Section 2. The functions of NASN shall include the following:

a) To provide a pre-professional organization on a local level to student nurses.
b) To prepare students for membership in and participation on all levels of the American Nurses’ Association.
c) To stimulate an interest in and understanding of the National League for Nursing and its constituents.
d) To serve as a channel of communication between student nurses, organizations, and the various units of the American Nurses’ Association and the National League for Nursing.
e) To encourage student nurses to promote high educational and professional standards, provide opportunity for exchanging ideas and for broadening the member’s horizons in health care.
f) To promote professional and social unity among the student nurses of the Louisiana Associations of Student Nurses.
g) To help in the development and growth of the individual student by encouraging good citizenship.
h) To serve as a channel of communication between student nurses and the faculty in order to promote higher educational and professional standards.
i) To promote professional and social unity among student nurses in the BSN program.
Some of the exciting yearly activities of NASN are as follows:

a) Blood pressure screening for campus and community
b) Speakers for meetings
c) Health Fair
d) Children fingerprinting
e) Bar-B-Que
f) Bake Sale
g) Nursing Career Day
h) Participation in the Great American Smoke Out
i) Pinning Ceremony
j) Participation in Mock Disaster
k) Attend state and national conventions for student nurses
l) Participation in Homecoming activities

Upon graduation, all graduates are highly encouraged to join the American Nurses Association (ANA). ANA is the national professional association of registered nurses in the United States. ANA fosters high standards of nursing practice, promotes professional growth and development, and advances the economic and general welfare of nurses.
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Nursing Computer Lab and Network Usage Policies

General Policies

Lab Environment. It is expected that the nursing computer lab will maintain a quiet, library-like atmosphere so the students can use their time productively with few distractions. Although students are sometimes required to work in groups for some class projects and need to talk among themselves, this must be done in a controlled manner. If there are groups in the lab doing projects, enforcing the quiet policy will be done. In addition, groups of students are not allowed to remove chairs from operational workstations in order to gather around one computer.

Academic vs. Personal Use. Students may use the computers to check-e-mail and to browse the Internet for personal use as long as computers are available for academic use. If computers are needed for academic use, students doing personal work will be asked to leave. At no time should documents or files be saved on the hard drive of any of the computers.

Student Accounts. All students are required to open a student account in order to use any academic computer lab. All students are expected to safeguard their accounts and not divulge their passwords.

Entrance Policy. A Nicholls Faculty/Staff/Student ID is required for entrance into all open labs (Conca, WAC, and Ayo). No exceptions will be made. All students must sign-in upon entering the lab.

Audio Distractions. Students are not allowed to listen to any personal digital media in the nursing computer lab. Students are allowed to listen to audio software related to course work. In all cases, headphones must be worn when listening to any audio component in the nursing computer lab. Anyone violating these rules will be required to discontinue the activity.

Food or Drink Products. No food or drink are permitted in the lab at any time.

Cell Phones. All wireless phones/devices shall be on silent.

Game Playing. Game playing is not an appropriate academic usage of university resources and is prohibited in the nursing computer lab. Anyone playing computer games in the nursing computer lab will be required to discontinue the activity or vacate the lab.

Excessive Network Usage. Playing real-time video or audio that is not directly assigned by a faculty member is not an appropriate academic usage of university resources and is prohibited in the nursing computer lab. Anyone playing real-time video or audio not directly assigned by a faculty member in the nursing computer lab will be required to discontinue the activity.

Patron composition. No children or other non-nursing visitors shall be allowed in the nursing computer lab, as this lab is considered an “extension of the classroom.”

Equipment. Students are not allowed to remove any cables, software, hardware or any other equipment or materials without expressed specific permission.

Network Safety. All jump drives, CDs, or any other materials inserted into any computer for the purpose of copying information from the computer to the disc, MUST be virus free. Under no circumstances are students to purposely or inadvertently introduce any type of virus or
worm into the Nicholls State University network or any computer on the Nicholls State University network.

**Lab Printing Policies**

The Department of Nursing does not provide paper for printing jobs in the nursing computer lab. Students must supply their own paper for printing jobs in the nursing computer lab. Students are allowed to print up to 30 pages of any one document in the lab using their own paper. The printers in the lab are not copiers and should not be treated as such. Consequently, print jobs greater than 30 pages will require the student to go to a copy machine or to a local copy company.

Enforcing the printing policies listed below ensures students will receive their print jobs in a timely and efficient manner and that the printers will remain in good working order for longer periods.

**General Printing Policies**

- Students must provide their own paper for printing purposes
- The maximum number of pages to be printed is 30.
- Labels cannot be printed anywhere.

**Non-academic Use.** The nursing computer lab is not to be used for printing nonacademic related materials.

**Computer Supplies.** Under no circumstances will any student be allowed to leave with supplies/software. Supplies/software are to be handled only by faculty.

**Safety Policies**

**General Policy.** Students are to help maintain a safe environment in the computer labs by not placing their book bags in the aisles.

**Accidents.** In the case of accidents that result in injury, regardless of how insignificant the injury may appear, students should contact the faculty/staff immediately.

**Unsafe Actions.** Students shall not engage in any unsafe actions like horseplay or fighting.

**Alarms.** Students should be able to recognize and evaluate the situation in relation to all alarms. If a fire alarm goes off or a bomb threat is reported, students will be asked to immediately evacuate the lab. Everyone must remain outside until directed by university personnel that it is safe to re-enter the building.
Requirements for Courses Using an Online Learning Management System

What do I Need to Take This Course?

Minimal Technical Requirements

The majority of the work in an online class, if not all, will be done asynchronously with the student working alone and on their own time. A student taking an online/hybrid course must have basic computer knowledge, including how to access a given website. Students must be able to use different components of Moodle learning management system (LMS) (see Moodle Tutorial at http://www.nicholls.edu/distance/moodle-tutorial/) and Nicholls email. In addition, the individual course instructors may expect additional computer and technical requirements. With the absence of a physical teacher and a set meeting time, an online course requires self-discipline and self-motivation. Additional information on how to be an effective distant learner can be found at http://www.nicholls.edu/distance/student-resources/.

(Additional hardware and software requirements may be necessary. Contact course instructor for specific requirements).

Q: How do I complete the coursework and communicate with my instructor?
A: WWW courses are delivered through a course management system known as Moodle.

Hardware
For the best technical performance of courses, please use a desktop computer or laptop when performing course activities. Although Moodle can be accessed by any web-enabled, handheld devices such as tablets or smartphones, do not attempt to submit or perform course activities using a handheld device. You are likely to encounter issues when submitting assignments and quizzes and participating in forums and chat sessions while using Moodle with these types of hardware.

Students participating in online courses are also encouraged to purchase a webcam in the event of scheduling an online proctored exam or for course assignments. Course instructors will notify students in course documentation on whether or not having a webcam is a course requirement.

Internet Browser
Minimum supported internet browser versions include:
- Firefox 25.0 (if you have a Mac only Firefox is recommended)
- Google Chrome 30.0

Moodle 3.4 works best if you use the latest version of Firefox as your browser (i.e. not Internet Explorer, Chrome, Opera, Safari, etc.). Google Chrome is your second best option. If you would like to download the most recent version of Firefox on your computer go to: https://www.mozilla.org/en-US/firefox/new/. If you choose not to use Firefox as your browser, you might encounter technical issues/errors while performing activities in your Moodle classroom (e.g. cannot submit quiz, forum entries not posted, chat sessions not saved, etc.).
Software/ browser plug-ins
You may need some word processing software such as Microsoft Word for many assignments and exams. Alternatively, you can compose assignments using the Google Docs app available through Google Drive. These features are available through your Nicholls Gmail account. This is an excellent, free, cloud-based alternative to Microsoft Office that allows you to access and compose your documents online. From Google Docs, you can easily export documents to a Word .doc or .docx file type. Learn more http://www.google.com/drive/about.html.

Certain functions in Moodle also depend on browser plug-ins. You must have the following plug-ins/add-ons installed on your computer, and they must be up to date:
- Java
- Adobe Flash Player
- Adobe Reader

You can download Adobe Reader and Adobe Flash Player by going to the following URLs: https://get.adobe.com/reader/ and https://get.adobe.com/flashplayer/?promoid=KLXMF, respectively. You will have to select the operating system you are using (i.e. Windows 7, Windows 8, Windows 365, etc.), the language you would like to use and the version of Adobe Reader or Adobe Flash Player you would like to download (download the latest version).

You are typically enrolled in course and your login made active the first scheduled class day. The log-on screen is found at moodle.nicholls.edu/moodle/

Q: How do I log on to my classes?
A: 1) Locate “Moodle” on to the Nicholls State University home page at moodle.nicholls.edu/moodle/

2) Enter your myNicholls ID and password and click Log in (see next question for Username and password)
3) Once logged in, your online classes will appear on the screen. Click on the course you need to enter. You can switch between classes by returning to your Moodle homepage.
4) Follow the teacher’s instructions listed in Announcements (Main Page)
5) Course content is listed in a sequential/list fashion.

Q: What is my username and password?
A: Nicholls State University offers several online services that require users to login with a username and password. While we are attempting to unify all logins so a single username and password can be used across all services, different credentials must be used for some services in the meantime. Below, you will find the different types of credentials commonly used at Nicholls State University.
1. Banner Self-Service
Banner Self-Service is an online service provided by Nicholls State University for students, faculty, and staff. It allows users to manage classes, financial aid, time sheets, and much more.

To login to Banner Self-Service, you must use your N number as your user ID (ie. N00123456, capitalize the N). Your password will be your 6-digit birthdate (ie. 010293).

To reset your Banner Self-Service password or for any other assistance, please call our department at 985-448-4419. We are available Monday-Friday 8 AM – 4:30 PM. Please leave a voicemail if no one answers and we will return your call as soon as possible.

2. myNicholls ID
In the past, you may have heard this referred to as your Active Directory login. We have rebranded this login to myNicholls ID. Your myNicholls ID is commonly used for the following online services:
   1. Moodle
   2. WEPA
   3. Faculty/Staff computer login
   4. Online Helpdesk
   5. Colonel Card

**Students:** Your myNicholls ID is the first part of your email address. For example, if your email address is jdoe123@its.nicholls.edu, your myNicholls ID will be jdoe123. Your myNicholls ID can also be found by logging in to Banner Self-Service. The myNicholls ID will be located toward the top-right of the page.

If you are a new student user, and have not logged in before, your initial password will be your N number with a capital N at the beginning (ie. N00123456). To reset your password at any time, please visit our Password Self Service site at pwd.nicholls.edu. Passwords expire every 6 months and you will receive a reminder in your email before it is set to expire.

If you need any other assistance using your myNicholls ID, please call our department at 985-448-4419. We are available Monday-Friday 8 AM – 4:30 PM. Please leave a voicemail if no one answers and we will return your call as soon as possible.

3. E-Mail
Nicholls State University uses Google's Gmail service for e-mail. Your Nicholls State University e-mail address also gives you access to other Google services such as Google Drive, Google Docs/Sheets/Slides, Google Calendar, and more.

Before logging in, please make sure you log out of any other Google account you are using. Otherwise, your currently logged in account may show up when you go to Gmail’s webpage.
**Students:** Your email address will look similar to: `jdoe123@its.nicholls.edu`. You must enter the full e-mail address if you are logging through `gmail.com`. New students can find their new e-mail address in their acceptance letter. Your initial password will be your N number with a capital N at the beginning (ie. N00123456). You will be asked to change your password on the first login.

To reset your e-mail password or for any other assistance, please call our department at 985-448-4419. We are available Monday-Friday 8 AM – 4:30 PM. Please leave a voicemail if no one answers and we will return your call as soon as possible.
Nicholls State University

Guidelines for Continued Learning Following an Extreme Emergency

The following guidelines are meant to help the business of education continue at Nicholls State University in the aftermath of an extreme emergency. The guidelines are meant to help faculty and students understand their roles in completing education requirements for course in progress when the emergency began. The following guidelines are meant to encourage the faculty to be imaginative and resourceful in finding ways to continue the education of students and the work of the University.

Faculty responsibilities include:

- Faculty members are responsible for their development in the use of the Moodle software.
- Faculty members are responsible for having a plan for continuing their courses using only Moodle and email.
- Faculty members should be allowed to continue their course in whatever way suits the completion of the course best and are encouraged to be creative in the continuation of these courses.
- Any adjustments or compensations, made to a student’s progress in special programs with labs, clinical sequences (i.e., Culinary, Nursing etc.) or the like, should be made only in the immediate semester following the emergency.
- Faculty members are responsible for including these guidelines in all syllabi.

Students’ responsibilities include:

- Students are responsible for reading regular emergency notifications on the Nicholls State University website.
- Students are responsible for knowing how to use and access Moodle.
- Students are responsible for being familiar with emergency guidelines.
- Students are responsible for evacuating textbooks and other course materials.
- Students are responsible for knowing their Moodle student login and password.
- Students are responsible for contacting faculty regarding their intentions for completing the course.

*NOTE:* Faculty and students should be open, flexible and show compassion in determining the precise course of action.

Additionally, Faculty will communicate to students the timelines for Phase IV of the Office of Academic Affairs Hurricane Emergency Plan – that is, if the campus opens within one week of storm passing, classes will begin on the day the campus opens. If the campus is closed for more than five working days, classes will resume online through the LMS on the sixth day with accommodations for students as needed.

Adopted: May 9, 2007
Revised: 7/14
Reviewed: 8/15; 8/16; 8/17; 7/18
Civility Statement

Civility is defined as polite and courteous behavior in all interactions, both verbal and nonverbal (Merriam-Webster Online Dictionary, 2013). Incivility is defined as speech or action that is discourteous, rude, or impolite (Merriam-Webster Online Dictionary, 2008). Faculty in the Department of Nursing are committed to maintaining a classroom and online environment where all members have the freedom to teach and learn. A culture of respect that honors the rights, safety, dignity, and worth of every individual is essential to preserve such freedom.

Acts of civility include, but are not limited to: listening quietly during lectures and/or other class presentations, respecting the opinions of others, using appropriate language when addressing the class or faculty, expressing anger or other emotions constructively and turning in assignments completed and in the required timeframe.

Student behaviors most often reported as uncivil by both students and faculty are: cheating, use cell phones, distracting conversations, making sarcastic remarks, sleeping, using computers for purposes not related to the class, demanding make-up examination extensions, or other favors, making disapproving groans, dominating class discussion, and refusing to answer a direct question (Clark & Springer, 2007).

Students exhibiting acts of incivility will be subject to a range of sanctions including immediate removal from the learning environment, referral to the appropriate administrative body, administrative withdrawal from the course, and/or program dismissal.

Civil interaction is paramount to an effective, engaged learning milieu. Faculty and students are strongly encouraged to follow the Policy on Professional Behavior. Furthermore, faculty and students in individual courses in the BSN program are encouraged to set classroom “norms” that support established instructional rules and decorum. Agreed upon norms that define important and expected behaviors in the classroom, lab, and clinical settings will contribute to the success of the student and faculty in meeting course student learning outcomes.

Instructional Rules and Decorum for a Disruption Free Learning Environment

The BSN Program seeks to promote a teaching and learning environment free from classroom disruptions. Faculty members have the authority and responsibility to effectively manage their learning environments. Faculty may determine the time and manner for student questions and expression of points of view in the instructional setting. Accordingly, faculty should establish, communicate, and enforce reasonable rules of classroom behavior and decorum via the syllabus and course orientation. This policy is not intended to discourage appropriate classroom expression, discussion, or disagreement, but to promote respectful interactions.
According to the University Code of Student Conduct, “As members of the Nicholls State University community, students are expected to uphold the highest standards of academic and personal conduct. Disruptive behavior in the classroom and academic dishonesty violate these standards as well as the trust and commitment among students and faculty to instill and to maintain the principles of integrity, responsibility, and respect for others” (p. 14). Additionally, “The Code of Student Conduct recognizes that the student-instructor relationship within the classroom is the basic level of University life. Likewise, respectful student-student relationships are also essential to maintaining a safe and effective learning environment.

Disruptive behavior within the academic setting is any action or effort by a student to disrupt or disturb the academic progress of other individuals within the academic setting or a setting related to academic activities” (p. 15). Furthermore, disruptive behavior includes conduct that distracts or intimidates others in a manner that interferes with instructional activities, fails to adhere to an instructor’s appropriate classroom rules or instructions, or interferes with the normal operations of the BSN Program.

Rules and expectations for the instructional setting will be established by the instructor and communicated to the students via the syllabus and course orientation at the outset of the course. Such rules may contain reasonable restrictions in light of the instructional setting, teaching method, and learning objectives; and may vary depending upon the educational context. Instructional rules may include, but not be limited to, prohibiting cell phone use or other electronic devices, refusing to be seated, talking during lectures, sleeping, entering the classroom late or leaving early without authorization, etc.

Disruptive behavior is prohibited. Students who engage in disruptive behavior will be directed by the instructor to leave the class for the remainder of the class period.

This policy is in accordance with the BSN Program Essential Academic and Technical Standards, Policies Regarding Professional Behavior, and the University Code of Student Conduct.

Adopted: 08/13
Reviewed: 08/14; 8/15; 8/16; 8/17
Revised: 7/18
The Rules of Netiquette

Netiquette provides basic behavioral “ground rules” in the online course environment. Please keep in mind that communicating in online academic courses is not the same as communicating with friends via social media, nor is it the equivalent to sending text messages to friends or colleagues. Follow the guidelines below to reduce your online miscommunications.

- **Communicate as you would in a face-to-face course.** Online communication lacks non-verbal cues that provide much of the meaning in face-to-face conversations. Choose your words carefully, phrase your sentences clearly and keep your sentences and paragraphs brief. Also, don’t use all capital letters because it represents the vocal equivalent of shouting.
- **Be professional and courteous.** Your coursework is more than learning facts; you are preparing for a career. You are learning to interact with fellow course participants as you would in your future professional life. Your conduct in your online courses should reflect this. Your communication should follow standard rules for grammar and spelling and be clear, concise and intelligent.
- **Proofread your communications** prior to posting to a forum or sending an email.
- **Don’t be afraid to share your opinion in forum posts.** Remember the goal of a forum is for students to share their point-of-view in discussing a topic or an issue.
- **Respect the perspectives of others.** People have the right to disagree with you. However, the disagreement should never be personal. Online discussions are a means to share ideas and practice the skill of persuasion. Do not use hurtful, hateful or inappropriate language when communicating with fellow classmates or your instructor.
- **Ask Questions.** Cultural influences can influence communication in terms of phrasing and word choice. The lack of visual and auditory clues may affect meaning, as well. Before jumping to conclusions, ask for clarification.
- **Be Forgiving.** For the majority of participants, online communication is straightforward. Sometimes unintended meanings are conveyed.
- **Exercise caution with humor** – The use of humor in an online format can often be misinterpreted as sarcasm, criticism, or insulting without the benefit of observing the body language of the sender. Emoticons may be useful to deliver your true intent of the message (if allowed by your faculty).
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Policies Regarding Professional Behavior

Faculty and students share complementary responsibilities in the maintenance of academic standards and the development of high quality programs. Excellence in education is achieved when both faculty and students are highly motivated, encompass the academic and professional backgrounds necessary to perform at the highest level, and are genuine in their desire to see each other succeed.

Policy Regarding Professional Behavior of Students

As delineated in the Nicholls State University Student Code of Conduct, the mission of the university extends beyond instruction and into the realms of development of good character and responsible citizenship. All Nicholls State University students are expected to be law abiding and respectful of the personal dignity of others. Specifically, students are required to refrain from uncivil, discriminatory behavior especially with regard to topics such as; race, gender, ethnicity, sexual orientation, disability and religion or illegal behavior such as pornography, hazing or sexual harassment. Additionally, CNAH students are embarking upon professional careers in which ethical behavior is mandated.

In order to facilitate successful career development, CNAH students must develop into dependable, responsible clinicians while pursuing their academic goals at Nicholls State University. Since professionals represent their chosen profession, CNAH students should remember that they represent their university, department, program, and profession whether in the classroom, in clinical settings, on field trips, at professional meetings, or in community activities related to campus chapter. It is important for students to learn to conduct themselves through life-style choices such as communication, dress and behavior in a manner considered professionally appropriate. Although there are aspects of life-style choices which may be acceptable in other settings, it is important for the student clinician to learn to successfully style-shift to the professional behavior expected in a clinical setting.

To this end, it is essential that College of Nursing and Allied Health students:

- Conduct themselves in a mature, professional, and civil manner and demonstrates collegiality (considerate, compassionate, and respectful) during classes, clinical experiences or when representing their student association
  - communication should be of a nature and content respectful of others in the environment; discriminatory, off-color content and the use of profanity is considered non-professional and unacceptable.
  - dress should be appropriate to a learning and/or clinical environment or for a community-based chapter activity; dress codes or uniforms specific to the program or department should be followed: exposed chests, midriffs, cleavage, buttocks, very tight and skimpy garments, as well as short shorts, skirts and/or dresses are considered non-professional and unacceptable.
behavior should be appropriate to the classroom, clinical or community-based setting; sexual innuendos and comments, as well as, sexual advance to faculty and unwelcomed sexual advances to students and encountered during university activities are considered non-professional and inappropriate.

- work with diverse faculty and peers regardless of their race, gender, religion, sexual orientation, or national origin
- exercise the highest honesty in taking examinations, in collecting, analyzing, and presenting research data, and in professional practice
- take primary responsibility to inform themselves about the specific regulations and policies governing their studies at the department and college levels
- manages time effectively for maximum professional development as well as personal health and well-being, balancing competing demands such as being a student, a parent, a spouse, a caregiver, etc.
- contacts appropriate personnel in a timely fashion when issues arise that affect student’s attendance (e.g., accident, illness, extraordinary family issues)
- demonstrates maturity in response to challenges and willingness to ask for help
- appropriately and productively handle disagreement and discussion with instructors and other students.

Policy Regarding Professional Behavior of Faculty

Nicholls State University Faculty endeavor to provide a nurturing environment which affords students faculty access and engagement not afforded at many institutions today. Within the college of NAH, the Nicholls academic culture coupled with clinical experiences, additionally, develop scholarly, pre-professionals/professionals. In order to provide effective role models for NAH students, faculty are expected to provide leadership and to promote professional behavior in academic and clinical settings, on field trips, at professional meetings, or in chapter-related community activities. Particularly in the areas of communication, dress and behavior, it is important for faculty to provide a professional image and to assist students in learning to present themselves professionally, as well as, to discern situations requiring them to conduct themselves according to professional standards.

NAH faculty are expected to engage in supportive, mentoring relationships with students in order to foster academic and professional development. However, due to the pedagogic nature of this relationship, faculty are expected to avoid developing personal friendships with students. Within the confines of the teacher/student relationship, it is inappropriate for a faculty member to engage in sexual activities or to discuss personal experiences of a sexual nature with a student. Although it is expected that once a professional has attained their education that they may enter into more of a collegial relationship with a past professor, faculty-provided entertainment or travel with students removed from university-related activities is not considered appropriate.
To this end, it is essential that faculty in College of Nursing and Allied Health:

- act in a manner that best serves the education and professional development of students, serving as a model and guiding students in the use of appropriate professional behavior during this formative period in all students learning situations and university – related activities.
  - communication should be of a professional level indicative of a faculty member; the nature and content is respectful of others in the environment; discriminatory, off-color content and the use of profanity is considered non-professional and unacceptable.
  - dress should be appropriate to a learning and/or clinical environment or for a community-based chapter activity; faculty should encouraged students to adopt and follow professional dress codes or uniforms specific to the program/department; faculty should adhere to all program/department dress requirements; exposed chests, midriffs, cleavage, buttocks, very tight and skimpy garments, as well as short shorts, skirts and/or dresses are considered non-professional and unacceptable.
  - behavior should be conducive to the classroom, clinical or community-based setting; sexual innuendos and comments, as well as, sexual advances to students and unwelcomed sexual advances to other professionals and university employees is considered non-professional and inappropriate.
- interact with students in a professional, civil, and collegial manner that represents fairness and respect
- treat all students equally regardless of religion, race, gender, sexual orientation, nationality, or other criteria that are not applicable to academic evaluation
- promise a reasonable degree of confidentiality in communication with students, taking care not to discuss a student’s performance or behavior with other students
- create in the classroom, lab, or clinical site supervisory relations with students that inspire and encourage students to learn independently
- respect the academic freedom for students to express opinions that may differ from those of faculty
- provide current materials that are relevant, evidenced-based and are effective for learning
- be on time for didactic and clinical meetings
- provide opportunities for students to seek assistance for a grievance without threat of retaliation
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Policies Regarding the Use of Social Media

Due to the significant potential for expended information sharing and collaboration, Nicholls State University supports the positive use of social media. Social media provides a rich forum for the sharing of ideas, diverse opinions, and civil debate. It is recognized that the facilitation of communication and networking is potentially beneficial for academic activities, research collaboration and clinically/career-related activities. Individuals engaged in the use of social media should be cognizant that sites such as Facebook tend to be more entertainment-oriented, whereas, a site such as LinkedIn is more oriented to career-networking. To that end, the CNAH community is reminded of the permanence and wide accessibility of this form of communication and that civil and legal tenants of appropriate faculty/student behavior apply to this mode of communication. Therefore, individuals using social media reminded of the importance of monitoring the accuracy, tone and content of their personal interactions.

Policy on Constructive Use of Social media for Students

Students are individually responsible for their postings. Since the personal social media page provides an opportunity to contribute to the building of a student’s professional reputation, it is important for the student to purposefully attempt to illustrate aspects of their responsible, respectful, accountable nature through their associations with others. It is recognized that the facilitation of communication and networking is potentially beneficial for academic activities, as well as, to assist potential supervisors and employers to identify appropriate individuals to serve within their organization. Students should be aware that social media may be used as a screening by employers to avoid hiring individuals who do not portray a public image congruent with the standards of the company or organization.

The social media page must be monitored closely, especially for unprofessional material which may reflect negatively on the student that was posted by others. Students should avoid posting or allowing any information on their page which may appear harassing, obscene, threatening, hateful, or embarrassing to anyone else, as well as, words, jokes, or comments of a discriminatory nature with regard to gender, sexual orientation, race, ethnicity, age, or religion. Privacy settings should be used to Nicholls State University that only individuals with authorized access can see a student’s information and posting of identification numbers or demographic information should be avoided. Students should monitor photos posted to ensure that they portray the professional image that the student is attempting to develop and restrict tagging of any photos felt to be professionally compromising.

Although students may feel extremely enthusiastic about clinic experiences, posting of identification, reference or photographs of any clinical patients is strictly prohibited in personal social media. These acts are considered a breach of the confidentiality guaranteed to patients through federal legislation as well as the policies and procedures of the actual healthcare/educational institution.
When disagreeing with a policy of the university, department or even a class, it is important to address the matter in a professional manner and identify your role as a student and the opinion as your own.

Social networking sites should not be accessed during class, work or clinical assignment.

*The College of Nursing and Allied Health recommends that students follow these guidelines when using any social media outlet (e.g. LinkedIn, Facebook, Twitter) in order to protect yourself and reduce the likelihood of causing harm to others:*

- Students should never post any information, photos or identifiable content about current/past clients/patients in their care.
- Students should not post material that is harassing, obscene, defamatory, libelous, threatening, hateful, or embarrassing to any person or entity.
- Students should not post words, jokes, or comments based on an individual’s gender, sexual orientation, race, ethnicity, age, or religion.
- Students should not complain about your work, coworkers, patients or organizational policies.
- Students should not post pictures of themselves in compromising positions (drunk, sexually explicit, inappropriately dressed) this may cause problems for you later in life. Employees may check social media sites before hiring.
- Students should avoid posting while under the influence (PUI). When people are under the influence of alcohol they may post things that they might otherwise avoid.
- Students should “defriend” anyone who is harassing them or making them uncomfortable. If the student is scared to completely “unfriend” someone they can possibly alter the settings associated with that person to hide their posts.
- Students should become familiar with the privacy settings on their social media accounts to help insure that their information is set at the level of privacy in which they are comfortable.
Nicholls State University  
College of Nursing and Allied Health  
Department of Nursing  
Bachelor of Science in Nursing Program

Student Information Sheets

Each semester students enrolled in core BSN curriculum courses, as well as any nursing elective, are required to complete the Student Information Sheet electronically. The information collected is for data and statistical purposes. Data and statistics are only reported in aggregate and do not identify any individual student information when shared with accrediting and approval organizations. Students will access the electronic Student Information Sheet, for each nursing course in which they are enrolled, through the Moodle Learning Management System.

Revised: 8/15; 8/16; 8/17; 7/18
**Glossary of Terms**

**Accountability:** Means accepting the obligation to disclose and reckoning with the consequences of disclosure. To be accountable is to participate in decision-making and to accept consequences of those decisions. Accountability implies risk-taking which is characteristic of professionals.

**Altruism:** The quality of putting the needs of others before one’s own.

**Autonomy:** The sense of being an individual and independent.

**Consumer Rights:** The Patient Bill of Rights

**Creativity:** The ability to approach a situation with novel, innovative, and original thought processes.

**Critical Thinking:** All or part of the process of questioning, analysis, synthesis, interpretation, inference, inductive and deductive reasoning, intuition, application, and creativity (AACN, 1998). Critical thinking underlies independent and interdependent decision making.

**Clinical Judgment:** The outcomes of critical thinking in nursing practice. Clinical judgments begin with an end in mind. Judgments are about evidence, meaning and outcomes achieved (Pesut, 2001).

**Clinical Reasoning:** The process used to assimilate information, analyze data, and make decisions regarding patient care (Simmons, Lanuza, Fonteyn, & Hicks, 2003).

**Clinical Prevention:** Individually focused interventions such as immunizations, screenings, and counseling, aimed at preventing escalation of diseases and conditions.

**Cultural Humility:** Incorporates a lifelong commitment to self-evaluation and self-critique, to redressing the power imbalances in the patient-clinician dynamic, and to developing mutually beneficial and advocacy partnerships with communities on behalf of individuals and defined populations. Cultural humility is proposed as a more suitable goal than cultural competence in healthcare education (Tervalon & Murray-Garcia, 1998).

**Cultural Sensitivity:** Cultural sensitivity is experienced when neutral language, both verbal and not verbal, is used in a way that reflects sensitivity and appreciation for the diversity of another. Cultural sensitivity may be conveyed through words, phrases, and categorizations that are intentionally avoided, especially when referring to any individual who may be interpreted as impolite or offensive (American Academy of Nursing Export Panel on Cultural Competence, 2007)
Decision Making: A deliberate cognitive process by which an individual chooses an alternative in an effort to achieve a desired outcome and/or goal.

Decision-Support System (Clinical): Interactive computer programs designed to assist clinicians with decision-making tasks. Clinical decision-support systems link health observations with health knowledge to influences choices by clinicians for improved health care.

Directed Care: The provision of patient health care supervised by an experienced health care provider.

Disease Prevention: Nursing activity designed to eliminate factors functionally or casually related to the etiology of a tangible pathological state.

Diversity: The range of human variation, including, age, race, gender, disability ethnicity, nationality, religious and spiritual beliefs, sexual orientation, political beliefs, economic status, native language, and geographical background.

Environment: Composed of internal and external stressors. The internal environment includes such factors as genetics, intelligence, personality, development, crises, and instincts, while the external environment includes such factors as stressors within the family, work setting, air, and living conditions.

Evidence-based Practice: Care that integrates the best research with clinical expertise and patient values for optimum care (IOM, 2003b).

Goals: Students of intent or outcomes derived from purposes and needs.

Health Care Policy: Shapes the nature, quality, and safety of the practice environment through responses to organizational, local, national, and global issues of equity, access, affordability and social justice in health care.

Health Continuum: A range between optimal health and health alterations.

Health Determinants: Complex interrelationships of factors, such as the social and economic environment, the physical environment, individual characteristics, and behaviors that influence health.

Health Literacy: The degree to which individuals have the capacity to obtain, process, and understand basic health information and services needed to make appropriate health decisions (U.S. Department of Health and Human Services, 2000b).

Healthcare Team: The patient plus all of the healthcare professionals who came for the patient. The patient is an integral member of the healthcare team.

Holistic: The interrelationship of all components of the individual.
**Holistic Care:** Health care delivered to meet the needs of the “whole” client/patient.

**Human Dignity:** The inherent merit of a person, making each person automatically worthy of basic respect.

**Immersion Experience:** Clinical experiences with a substantive number of hours in a consistent clinical setting over a concentrated period of time.

**Individual:** is viewed as a being whose human needs and development pattern are sequential, orderly, and predictable in nature and responsible to an internal and external environment.

**Integrity:** The uprightness of character or action with active regard for the standards of one’s profession, calling, position, responsibility, or pledge.

**Information Technology:** The study, design, development implementation, support, or management of computer-based information systems, particularly software applications and computer hardware.

**Integrative Strategies for Learning:** Coherent organization of educational practices that integrate general education concepts throughout the major, through the widespread use of powerful, active, and collaborative instructional methods (Association of American Colleges and Universities, 2004).

**Interprofessional:** Working across healthcare professions to cooperate, collaborate, communicate, and integrate care in teams to ensure that care is continuous and reliable. The team consists of the patient, the nurse, and other healthcare providers as appropriate (IOM, 2003b).

**Intraprofessional:** Working with healthcare team members within the profession to ensure that care is continuous and reliable.

**Learning:** An interactive process that produces a change in behavior resulting from integration of affective, psychomotor, and cognitive experiences.

**Microsystem:** The structural unit responsible for delivering care to specific patient populations or the frontline place where patients, families, and are teams meet (Nelson, Batalden, Godfrey, 2007).

**Moral Agency:** A person’s capacity for making ethical judgments. Most philosophers suggest that only rational beings, people who can reason and form self-interested judgments, are capable of being moral agents.

**Multidimensional Care:** Relating to our having several dimensions; it speaks to the fullness of the patient-clinician experience, but also to people’s lives in general. Spirituality is one of those many dimensions.
**Needs:** Those requirements essential to sustaining life.

**Nursing:** A helping professional relationship between the client and nurse where both actively pursue the goal of optimal health. Nursing is both an art and a science combining knowledge and principles from various disciplines and has its own sense of purpose and direction.

**Nursing Process:** The nursing process provides a systematic approach to the rendering of quality nursing care. Components of the process are assessing, diagnosing, planning, implementing, and evaluating.

- Assessment is based on objective and subjective data which are obtained and validated by observation, interview, and examination.
- The nursing diagnosis, which is a statement of a present or potential health alteration, is derived from organized and validated data.
- Planning involves the client when determining priorities, goals, and nursing interventions. Short-term and long-term goals reflect desired client outcomes in measurable terms which are facilitated through nursing intervention.
- Implementation consists of instituting the plan of continuing data collection. This component involves management and prioritization.
- Evaluation is a continuous process which measures goal attainment. Reassessment involves each component of the process to determine needed modification.

**Nurse Sensitive Indicators:** Measures of processes and outcomes – and structural proxies for these processes and outcomes (e.g., skill mix, nurse staffing hours) – that are affected, provided, and influenced by nursing personnel, but for which nursing is not exclusively responsible (National Quality Forum, 2003).

**Optimal Health:** A state of functioning that indicates the achievement of maximal capabilities.

**Outcome:** Broad performance indicator, related to the knowledge, skills, and attitudes, needed by a baccalaureate graduate.

**Patient:** The recipient of nursing care or services. This term was selected for consistency and in recognition and support of the historically established tradition of the nurse/patient relationship. Patients may be individuals, families, groups, communities, or populations. Further, patients may function in independent, interdependent, or dependent roles, and may seek or receive nursing interventions related to disease prevention, health promotion, or health maintenance, as well as illness and end-of-life care. Depending on the context or setting, patients may, at times, more appropriately be termed clients, consumers, or customers of nursing services (AACN, 1998, p.2).

**Patient-centered Care:** Includes actions to identify, respect and care about patients’ differences, values, preferences, and expressed needs; relieve pain and suffering; coordinate continuous care; listen to, clearly inform, communicate with, and educate patients; share decision making and management; and continuously advocate disease prevention, wellness, and promotion of healthy lifestyles, including a focus on population health (IOM, 2003b).
**Population Health Interventions**: Actions intended to improve the health of a collection of individuals having personal or environmental characteristics in common. Population health interventions are based on population-focused assessments.

**Preceptor**: An experienced practitioner who facilitates and guides students’ clinical learning experiences in the preceptor’s area of practice expertise.

**Previous Life Experiences**: Actual learning events that occurred secondary to interaction with other person and/or the environment.

**Professional Nurse**: An individual prepared with a minimum of a baccalaureate in nursing but is also inclusive of one who enters professional practice with a master’s degree in nursing or a nursing doctorate (AACN, 1998).

**Professionalism**: Practicing within established legal and ethical codes and standards of performance.

**Program Improvement**: The process of utilizing results of assessments and analyses of actual student and faculty outcomes in relation to expected outcomes to validate and revise policies, practices, and curricula as appropriate.

**Rehabilitation**: The restoration of an individual to optimal health after disabling health alterations.

**Self-Actualization**: (in humanistic psychology), the fundamental tendency toward the maximum realization and fulfillment of one’s human potential.

**Self-Awareness**: The basic realization of one’s human identity, potential, and dignity.

**Service Learning**: A method of teaching, learning, and reflecting that combines academic classroom curriculum with meaningful service throughout the community. The goal is to enrich the learning experience, teach civic responsibility, encourage lifelong civic engagement, and strengthen communities.

**Simulation**: An activity that mimics the reality of a clinical environment and is designed to demonstrate procedures, decision making, and critical thinking through techniques such as roleplaying and the use of devices (e.g., interactive videos, mannequins) (National Council of State Boards of Nursing 2005).

**Social Justice**: Treatment of all individuals fairly and equitable without regard to race, ethnicity, creed, age, citizenship, disability, economic status, or sexual orientation.

**Spiritual Care**: “Interventions, individual or communal, that facilitate the ability to experience the integration of the body, mind, and spirit to achieve wholeness, health, and a sense of connection to self, others, and a higher power” (American Nurses Association and Health Ministries Association, 2005, p. 38).
**Teaching/Learning Process**: A continuous and dynamic process which assists the individual in developing goals, self-direction through critical thinking and problem-solving.

**Vulnerable Populations**: Refers to social groups with increased relative risk (i.e., exposure to risk factors) or susceptibility to health-related problems. The vulnerability is evidenced in higher comparative mortality rates, lower life expectancy, reduced access to care, and diminished quality of life (Center for Vulnerable Populations Research, UCLA School of Nursing, 2008).