

Dear Student:

Welcome to the Eastern Gateway Community College Nursing Program. This handbook has been prepared to help you become familiar with the Nursing Program specific policies and - procedures.

*\*These policies and procedures are in addition to those detailed in the EGCC College Catalog.*

At the beginning of the first semester, you are given a copy of the handbook in orientation by a Nursing Program Administrator who reviews the policies and procedures students are expected to abide by. All students are required to read and become familiar with the information contained in the handbook and sign the Rules and Policy agreement forms. This form certifies that you have been informed of nursing program policies and procedures. We also encourage you to periodically review these policies and procedures to ensure ongoing compliance. All statements in this handbook are announcements.

We look forward to working with you and are committed to helping you achieve your professional goals. We extend our absolute best wishes for your success In the Nursing Program.

Sincerely,

Kathleen Rogers, DNP, RN, CNE  
Program Administrator Associate Degree Nursing Program

Dana M. Meadows, DNP, RN APRN, BC  
Associate Program Administrator Associate Degree Nursing Program

*• Please note that that the Department reserves the right to change any of these policies or procedures before the first day of each term.*

# INTRODUCTION

Revised 5/21

8-2022

## INTRODUCTION

In today's world there is a need for qualified health workers to provide services in a wide variety of health professions. At Eastern Gateway Community College (EGCC), you can acquire the knowledge and skills to make you a valuable part of the health care delivery team in the role of a licensed Registered Nurse.

The Associate Degree Nursing Program is designed to prepare individuals for a challenging and rewarding career. Nursing classes are sequential and planned to facilitate the student's progress from simple to complex in nursing tasks as well as theory. Students gain clinical experience working with clients in a variety of healthcare settings. These experiences are guided by an instructor, preceptor, or teaching assistant.

Congratulations on choosing to advance in the nursing profession! You will have an exciting and rewarding future!

## PREFACE

It is the student's responsibility to become thoroughly familiar with the EGCC Nursing Program Handbook and to adhere with the provisions as written. The rules and regulations set forth in this publication constitute students' rights and responsibilities, as well as outlining the requirements for admission, retention, and the degree requirements for the nursing program. The Nursing Program has stringent requirements for admission and retention that takes priority over the EGCC General Catalog minimum requirements. This publication is reviewed and revised each year. The current Nursing Program Handbook becomes effective on the first day of the new fall semester. Students will be notified at orientation and on Canvas if there are changes to program policies applicable to all students regardless of date of admission to the nursing program. This publication contains information valid as of May 10, 2022. A copy of the current semester's handbook can be accessed online or in the nursing lab.

*All statements in this handbook are announcements of present policy only and are subject to change without prior notice. They are not to be regarded as offers to contract.*

*The Associate Degree Nursing Program Handbook is specific to students enrolled in EGCC's Nursing Program. It supplements the EGCC's College Catalog.*

# EGCC ACADEMIC POLICIES

## **Mission of the College**

Eastern Gateway Community College provides quality, student-centered, future-focused higher education. Valuing accessibility, affordability and equity, the College helps students achieve successful learning outcomes, engages educational and community partners, and serves the citizens of Columbiana, Jefferson, Mahoning, and Trumbull Counties

## **Vision**

We strive to help every student succeed.

## **Core Values**

In carrying out its mission, Eastern Gateway Community College will manifest the following core values:

**Learning:** We embrace lifelong learning as the key to future prosperity.

**Excellence:** We commit to quality and excellence in all that we do.

**Affordability:** We strive for the most affordable ways to earn a college education.

**Diversity:** We promote diversity through educational opportunities.

**Opportunity:** We believe educational access fosters economic opportunity

## **General Education Outcomes of the College:**

### **Communication Skills:**

- Exhibit oral and written communication skills through active listening and learning.
- Interpret language in a manner necessary for achievement of academic and professional goals.

### **Information Literacy:**

- Utilize a variety of public and private sources including degree specific technology to retrieve and use data.
- Operate a computer in multitasking situations, creating documents with a variety of computer programs.

### **Critical Thinking:**

- Solve critical thinking problems gaining proficiency in making decisions and performing numerical operations.
- Display the ability to analyze, synthesize, and evaluate data.

### **Cultural and Social Literacy:**

- Distinguish the principles underlying human, personal, and interpersonal relationships as well as the impact of local and national current affairs.
- Contribute as a member of social and professional groups, therefore developing a work ethic.
- Recognize the importance and value of diversity in personal, professional, and academic situations.

<b>Fall Semester/Event</b>		<b>2022</b>
<b>Fall Full Semester and First 8 Week Classes</b>		<b>8/15/22</b>
Labor Day (closed)		9/15/22
Employee Development Day (NO CLASS)		9/23/22
Last Date to Withdraw		10/21/22
Veterans Day (closed)		11/11/22
Last Day of Classes		11/23/22
Thanksgiving Holiday		11/24- 11/27/22
Final Exams		11/30-12/2/22
<b>Spring Semester/Event</b>		<b>2023</b>
Classes Begin		1/9/23
Martin Luther King Day (closed)		1/16/23
President's Day (closed)		2/20/23
Spring Break (no class)		3/3-3/12/23
Last Date to Withdraw		3/17/23
Good Friday Holiday (closed)		4/7/23
Last Day of Classes		5/7/23
Final Exams		5/3-5/7/23
Commencement		6/3/23
<b>Summer Semester/Event</b>		<b>2022</b>
Classes Begin		5/22/23
Memorial Day (closed)		5/29/23
Juneteenth Holiday (closed)		6/19/23
Last Day to Withdraw		6/30/23
Independence Day		7/4/23
Last day of classes		7/30/22

## DEGREE REQUIREMENTS

The Associate of Arts Degree, Associate of Science Degree, Associate of Applied Science Degree, Associate of Applied Business Degree, Associate of Technical Study Degree or Associate of Individualized Study is awarded to those who successfully complete:

1. A two-semester sequence in English or communication skills;
2. A minimum of 30 semester hours of technical courses (determined by the graduate's curriculum) if not in an AA or AS degree program;
3. The remaining required semester hours which include general application and basic-related required courses and appropriate electives;
4. A program curriculum chosen from the list of associate degrees available at Eastern Gateway Community College;
5. A minimum of 18 semester credit hours completed in residence at Eastern Gateway Community College;
6. Courses below the 100 level do not count toward graduation;
7. A 2.00 overall average at Eastern Gateway Community College, and if in a technical program obtain a minimum of a "C" in each of the core courses identified; exceptions may be made by the department dean;
8. A student who has attained a cumulative grade point average of 3.50 or higher will receive honors recognition.

Students with a cumulative grade point average of 3.50 to 3.749 will be awarded the recognition of cum laude; students attaining a 3.75 to 3.899 will be recognized with the title magna cum laude; and students achieving a 3.90 or higher will be awarded a degree with summa cum laude. Recognition is made at commencement

## GRADE SCALE

For Health programs (Theory and Lab courses) the grading scales has been designated as:

100-93 A

92-86 B

85-80 C

79-70 D

69-0 F

## ATTENDANCE POLICY

### In seat Attendance Policy

The College believes the first fourteen (14) days of a course are the most critical for the success of any student.

Faculty are required to record daily attendance for the first fourteen (14) days of any course. Should a student miss more than three (3) days during the first fourteen (14) days of a course, they will be contacted by the faculty member and referred to the enrollment specialist for contact and follow-up

## ACADEMIC FORGIVENESS POLICY

The Academic Forgiveness policy exists to help former Eastern Gateway Community College students return to their studies after a significant absence and prior to earning a degree. Eligible

students may have left the college after unsatisfactory academic performance and now wish to return and renew their commitment to learning. Forgiveness can also be available to students that have left the college and upon return are changing their course of study. As a result, these students choosing to go in a different direction will not have the burden of carrying unsuccessful grades from prior courses that do not apply into their new major.

### **ACADEMIC WARNING**

When SAP is evaluated at the end of a semester or payment period, any student who fails to meet the minimum GPA and the Pace standards will be placed on Academic Warning. A student placed on Academic Warning will be notified of the warning status and is required to seek academic advisement. While on warning status, a student is eligible to remain in school and receive federal financial aid without an appeal. The institution requires the student to seek academic advisement and work to improve grades before the next SAP check period. A student who meets the minimum CGPA and Pace standard at the end of the subsequent semester or payment period after being placed on warning will return to good academic standing.

### **TERMINATION (Dismissal from the College for Lack of Satisfactory Academic Progress)**

A student who fails to meet the minimum CGPA and Pace standard at the end of the subsequent semester or payment period after being placed on warning will be dismissed from the College and is ineligible to receive federal financial aid unless he or she successfully appeals that determination (see Academic Appeal.). A student will be dismissed from the College for lack of satisfactory academic progress in the following circumstances:

- The student did not increase his or her CGPA to at least 2.00 by the end of one semester or payment period on Academic Warning.
- The student did not meet the pace requirement outlined in the minimum standards table above by the end of one semester or payment period on Academic Warning.
- The student received two failures in the core courses of a clinical-based healthcare program, irrespective of CGPA. A student may be dismissed without first being placed on Academic Warning in this instance

### **ACADEMIC APPEALS**

If mitigating or extenuating circumstances exist, a student may appeal a dismissal from the College and termination of financial aid by submitting an Academic Appeal Form to the appropriate academic administrator. Valid circumstances include a serious injury or illness, death of a relative or other special circumstances. The appeal must be submitted in writing and provide an explanation of the circumstance that caused the unsatisfactory academic performance and how the student has overcome the circumstance. Supporting documentation is required. All decisions on academic appeals are final. Only one (1) academic appeal is permitted throughout the student's academic career at EGCC.

### **ACADEMIC PROBATION**

If a student who has appealed a dismissal from the College and loss of financial aid has the appeal granted, the student



will be reinstated to the College and will be placed on Academic Probation. All students on Academic Probation will be provided with an Academic Success Plan which provides the student with an action plan to return to good standing within a reasonable period of time.

- While on Academic Probation, students are limited to only six (6) credit hours of coursework
- Students are required to repeat failed courses before moving forward in their program of study.
- Academic Success Plan requires student to work closely with a faculty mentor to improve academic standing in a pre-determined timeframe.
- The student must return to good standing or meet the conditions stipulated in the Academic Success Plan in the subsequent term or face permanent dismissal from the College.
- A student on Academic Probation may only receive Title IV funds for one payment period (unless the student met the requirements specified by the school in the Academic Success Plan then the student is still covered by the academic success plan).

If a student fails courses while on Academic Probation and is unable to demonstrate successful academic progress, that student will be terminated for lack of academic progress and must sit out of college for a minimum of one year. After one year, the student may return to college on probation.

### **ACADEMIC AND STUDENT INTEGRITY**

Student integrity and academic honesty are an integral part of the College's academic standard, academic quality, and a foundation for our society.

The College will not tolerate the breach of this integrity through cheating, plagiarism, or other forms of academic dishonesty. Faculty and staff will take precautions to prevent academic dishonesty, but it is also the student's joint responsibility to report known infractions to any College employee. Infractions impact the final grade/GPA of all students as well as the reputation of the College and the value of the degree earned. Confirmed violations may result in a failing grade on an assignment(s) or in the course(s).

Repeated incidents of academic dishonesty or a flagrant single offense may warrant action beyond a failing grade in the course.

Offenses which may warrant additional disciplinary action including disciplinary probation, professional probation, suspension, or expulsion, include the following:

1. Cheating, plagiarism, or other forms of academic dishonesty, including the use, without permission, of

tests or other academic material belonging to a member of the college faculty or staff.

2. Furnishing false information to the College with intent to deceive.

3. Forgery, alteration or misuse of College documents, records, or identification cards.

4. Misuse of computer privileges, including unauthorized use of software, an account number, password,

program or file. (see Computer Use Procedure)

The student may appeal any actions affecting enrollment or grade using the Student Complaints/Appeals Process described in this catalog. Students should read and be familiar with the Academic Honesty and Student Integrity Policy. Students will be held accountable for all of the requirements in the Academic Honesty and Student Integrity Policy.

### **STUDENT CODE OF CONDUCT AND STUDENT GRIEVANCE PROCEDURES**

## 1. Code of Conduct

As active learners, students at EGCC have the responsibility and opportunity to engage in their own learning in order to master course outcomes and achieve success both in and out of the classroom. It is EGCC's policy that it will not permit disruptive behavior of a student to interfere with the educational efforts of others. The EGCC Student Code of Conduct ensures that each member of the EGCC community has an opportunity to experience success. EGCC provides an environment that encourages open, responsible and respectful exchange of opinions, ideas and information. As such, each student is expected to abide by the Student Code of Conduct as outlined below, and applies to in-seat, hybrid, and online course students.

The following behaviors are prohibited by the Code of Conduct.:

1. Defying institutional authority, engaging in willful disobedience or otherwise disrupting the educational process. This does not prohibit students from taking reasoned exception to material or views offered by instructors or others, or expressing views which are relevant to the instruction in an academically appropriate and reasoned manner.
2. Academic unreliability manifested through repeated violations of academic dishonesty, furnishing false information, impersonating another, or forging, altering or misusing college documents, records or identification.
3. Threatening the safety of themselves or others, disrupting the educational process, or otherwise violating college policy or procedure.
4. Engaging in disorderly, abusive, lewd, obscene, or violent behavior. These conducts pertain to both in person and/or/online behaviors.
5. Stealing or damaging property of the college or of college community members which includes, but not limited to, course material and examinations, student books, and supplies.
6. Using college funds, college-owned equipment, electronic resources or supplies for personal, pornographic or other unauthorized purpose.
7. Illegal or unauthorized distribution, possession, use or being under the influence of alcohol, ill controlled substances, or misuse/abuse of prescription drugs on college property or at college sponsored or supervised functions.
8. Personal or any other unauthorized possession of explosives, firearms, dangerous chemicals, or other weapons on college property or at college-sponsored and supervised functions.
9. Physically or verbally abusing, coercing, menacing, threatening, intimidating, or otherwise harassing any member of the college community regardless of geographic location. These conducts pertain to both in person and/or online behaviors.
10. Acts of sexual/gender harassment, sexual assault, domestic or dating violence, and stalking – whether such actions occurred at the College or not.
11. Violation of federal, state or local laws on property owned and/or operated by the College or at College sponsored activities; or a student who is charged with violation of a federal, state or local law while off campus where such action demonstrates a disregard for the College community and their safety. Interpretations of the above terms may be provided by, but not limited to, reference to state and federal law and to college policies.

## 2. Procedures for Resolution of Alleged Violation of Student Code of Conduct

Complaints regarding alleged violation of the Student Code of Conduct will be reviewed and resolved using the procedures outlined below. If the review and/or investigation confirm the student's violation of the Code of Conduct, one or more disciplinary actions and sanctions listed in Section C will be imposed.

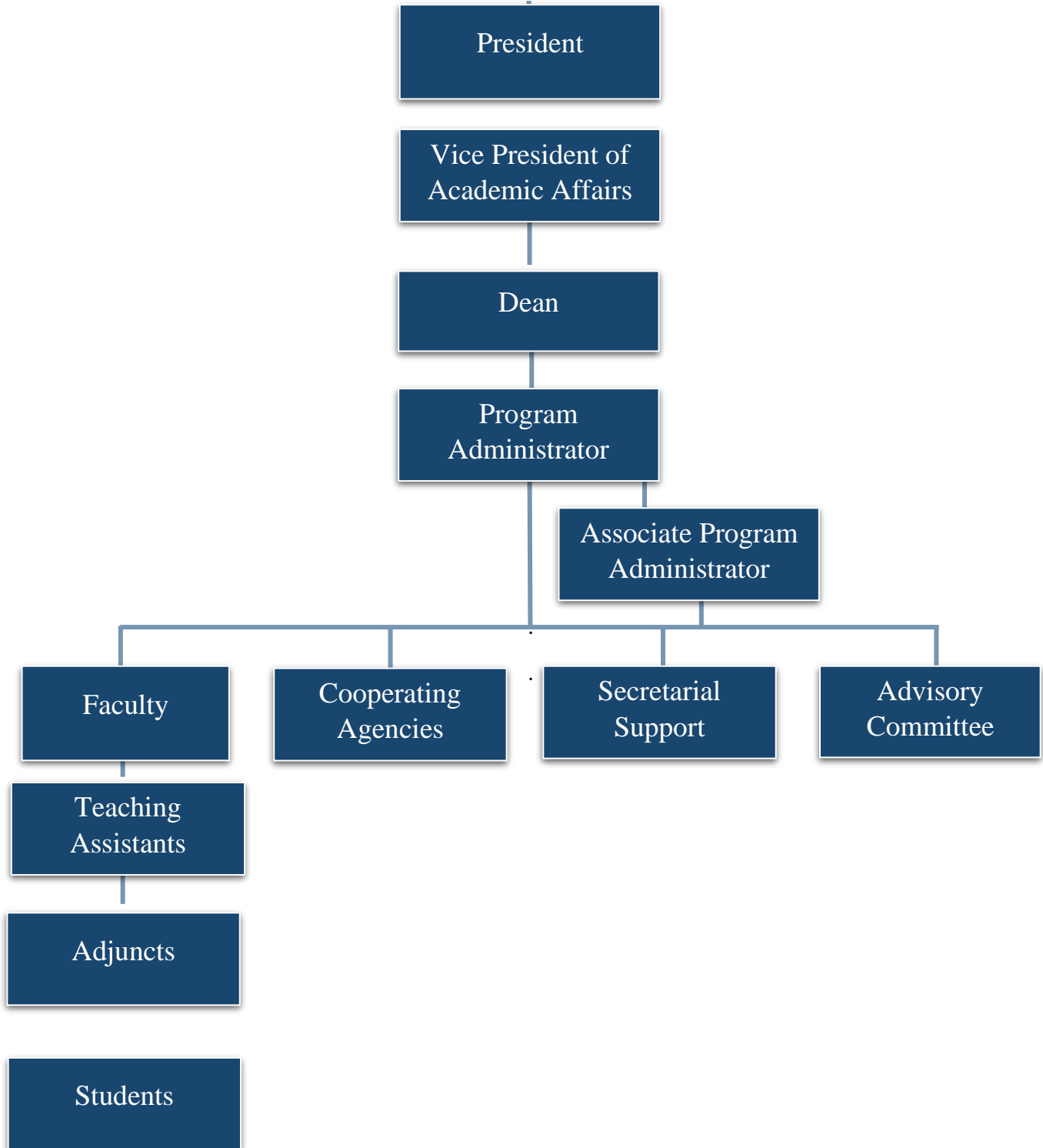
All documentation related to any such action will follow established filing procedures. These procedures will include written copies to the student and the appropriate college official\* and a copy stored electronically in the EGCC incident reporting database. Appropriate campus parties will be notified.

**A. Direct Resolution:** When any member of the college community believes that a student has violated one or more of the standards of the Code of Conduct, s/he is encouraged to seek resolution directly with the student. Only in cases where personal safety is at risk, contact 911 or campus security personnel. In such cases, all staff is encouraged to file an incident report with security including resolution and/or action at which point students' due process begins. Security submits a copy of the incident report to the dean, program chair, or department supervisor.

**B. Supervisor:** If resolution cannot be reached in direct manner between the college community member and the student, the complainant should contact the dean, program chair, or department supervisor in writing or by e-mail within three (3) working days, stating the complaint, alleged violation of the Code of Conduct and other relevant information. Within seven (7) working days of receiving the written notification from the college community member, the dean, program chair, or department supervisor will contact the student and other parties involved regarding the complaint and resolution. The Supervisor may use multiple processes to help resolve the issue. S/he will review the issues and actions of the parties involved, propose resolution, and determine appropriate sanctions(s) for the student. Documentation will be added to the student complaint log.

**C. Appeal to the appropriate college official\*:** Students receiving written notice of disciplinary action for an alleged infringement of the Code of Conduct have the right of final appeal in writing to the appropriate college official\* within seven (7) working days for review. Within ten (10) working days of receiving the student appeal, the appropriate college official will review the complaint, investigation process, findings, and sanctions. The Appropriate college official may consult the administrative team in the review process to assure consistency and fairness within EGCC. The review may include multiple processes with parties chosen by the College in resolving the issue. The Senior VPAA will report his/her findings and conclusions of the final appeal to the student complainant. Documentation will be added to the student complaint log.

## Associate Degree of Nursing Program Organizational Chart



**ASSOCIATE DEGREE NURSING  
PROGRAM PHILOSOPHY  
CONCEPTUAL FRAMEWORK  
PROGRAM LEARNING OUTCOMES  
- AND -  
CLINICAL COMPETENCY OUTCOMES**

# Purpose and Philosophy

## *Of the Associate Degree Nursing Program*

### Purpose:

To provide educational experiences which will prepare the student nurse to participate in the care of the client and function as a responsible member of the health care delivery system.

### Philosophy:

The Philosophy of the Associate Degree Nursing Program is in agreement with the philosophy and mission of Eastern Gateway Community College to develop in the student an increased personal and social responsibility as well as the internal knowledge, self-assurance and self-direction required to approach personal satisfaction and self-actualization. It is also based on the faculty's beliefs of the nursing paradigm and education, as well as the faculty's affirmation of the holistic needs of each client and family throughout the life span.

Education is a deliberate and systematic process which produces positive change in an individual's behavior. The process is synthesized by components of teaching and learning. The teaching component facilitates learning by a mutual sharing of experiences and knowledge on the part of the educator and the student. The learning component is both a cognitive and behavioral activity in which the knowledge attained has some relevance in the student's life. The learning process is also one which combines interrelated components of knowledge, building from simple to complex while preparing the student to move onto the next learning experience. The purpose of education then, is to facilitate an exchange between the educator and the learner. This process can be performed independently or dependently.

Education involves the cognitive as well as the affective domain of the student. Life experiences, developmental stages and motivation are factors that affect the teaching and learning components of education. Discipline and self-directedness are also a part of the educational process for both the educator as well as the student. The environment is one that promotes the student to be self-motivated, self-disciplined, and encourages the development of a mutual understanding and respect for clients, families, members of the health care team and society.

An **individual** is intrinsically joined in three areas: the physical, the psychosocial and the spiritual. The individual is an open system who interacts and reacts with other systems to promote a continuum of wellness, fluctuating between being independent and dependent. An individual has the ability to reason and make informed decisions while adapting to the environment.

**Environment** is both internal and external. The external environment includes, but is not limited to, family, friends, culture, religion, and life experiences in society. The internal environment is everything that makes up the individual's physiological and psychosocial being. The individual's environment does not hold constant and is reflected in society's changing health care needs.

**Health** is a balance between physiological and psychological well-being which may be positively or negatively affected by the individual's environment. Health is an individual

perception in which one can have dependent needs while being independent in maintaining other needs.

**Nursing** is a unique profession with a body of knowledge that utilizes the nursing process to incorporate facets of disease prevention, health promotion, and health maintenance. Nursing is an interactive process among clients, families, health care professionals, the community and society. Nurses assist clients, families, and communities to adapt, as needed, along the health-illness continuum. The nurse accepts responsibility to be a client advocate and will uphold professional and ethical standards. The nurse also accepts responsibility for professional growth and life-long learning to have current knowledge in the health care field.

### **Associate Degree Nurses**

Associate Degree of Applied Science (AAS) Graduates from EGCC's Associate Degree Nursing Program, aware of their duties and responsibilities, are prepared to pass the NCLEX-RN and subsequently deliver holistic care to clients and their families of all ages at various stages along the health-illness continuum. The Associate Degree Nurse utilizes critical thinking, clinical judgement, and the nursing process as methods of focused reasoning when making decisions regarding comprehensive, yet individualized care to clients and when teaching clients and their families. The nurse identifies both actual and potential client problems, defines desired outcomes, implements interventions, and evaluates client responses to those interventions.

Evidence-based practice is utilized to deliver client-centered care in collaboration with other members of the healthcare team. The Associate Degree Nurse (RN) delegates and supervises LPNs and assistive personnel, thereby serving in a leadership role on the healthcare team.

# ASSOCIATE DEGREE NURSING PROGRAM

## Program Overview

Eastern Gateway Community College's Associate Degree Nursing program is designed for traditional ADN students, current licensed practical nurses and healthcare workers who aspire the registered nurse associate degree. The support and prerequisite classes for this program are offered at Youngstown and Steubenville campuses.

The ADN Program provides for an efficient progression for traditional nursing students and from Licensed Practical Nurse (LPN), Respiratory Therapists {RT}, Medical Assistant (MA), and Paramedic (EMT) to registered Nurse (RN) with attaining an Associate Degree in Nursing (ADN) at Eastern Gateway Community College. The program enables optimal educational mobility for nurses in Ohio to continue from an Associate Degree in Nursing (ADN) to a Baccalaureate Nursing Degree (BSN) at a four-year college or university.

The college will conduct the classroom and lab sessions at its Valley Center in Youngstown and Steubenville locations. Online courses are incorporated into the curriculum. Clinical experiences are held at various hospitals and community settings in the area.

Eastern Gateway's program prepares graduates to provide direct care as an RN in acute, long-term, ambulatory, and community-oriented settings. The program prepares the nurse to participate in health promotion and maintenance of activities for the individuals in the context of a family and community. Upon program completion, the ADN graduate is eligible to take the NCLEX examination for licensure as a registered nurse.

This Nursing Program has four main components

- Prerequisite courses
- Support courses
- First-year nursing courses
- Second -year nursing courses

An academic advisor is available at Eastern Gateway for students inquiring about their admission into the program and support course work.

## Job Outlook

According to the Occupational Outlook Handbook, employment of registered nurses is expected to grow by 29% by 2030, and because the occupation is vast; many new job opportunities will result. Thousands of job openings also will result from the need to replace nurses who leave the occupation as the median age of the registered nurse population continues to rise.

## Earnings

Average annual earnings of full-time salaried registered nurses may reach more than \$65,000 depending on the level of education achieved according to the Occupational Outlook Handbook.



# Conceptual Framework

The conceptual framework of the Associate Degree Nursing Program at Eastern Gateway Community College is based on Sister Callista Roy's adaptation model and many of these ideas were utilized in its development.

**The individual is an open system that interacts with other systems.**

## ASSUMPTIONS

- The individual is a holistic being.
- One need can have more importance than another need at any given time.
- The individual is a recipient of nursing care.
- The individual can reason.
- The individual is an adaptive system with internal processes.

**Health is an individual perception in which an individual attempts to maintain homeostasis.**

## ASSUMPTIONS

- Basic needs must be met for the individual to function at higher levels.
- Health is affected by the environment.
- Health is affected by nursing.
- Health is affected by the individual.
- Health is a continuum.
- Health reflects the individual's adaptation to environmental factors.

**Environment consists of internal and external factors and does not hold constant.**

## ASSUMPTIONS

- Environment includes internal factors such as intellectual capabilities, spirituality, culture, and ethnic background.
- Environment includes external factors such as physical surroundings, society, family, life experiences, and nursing.
- Environment can affect health.

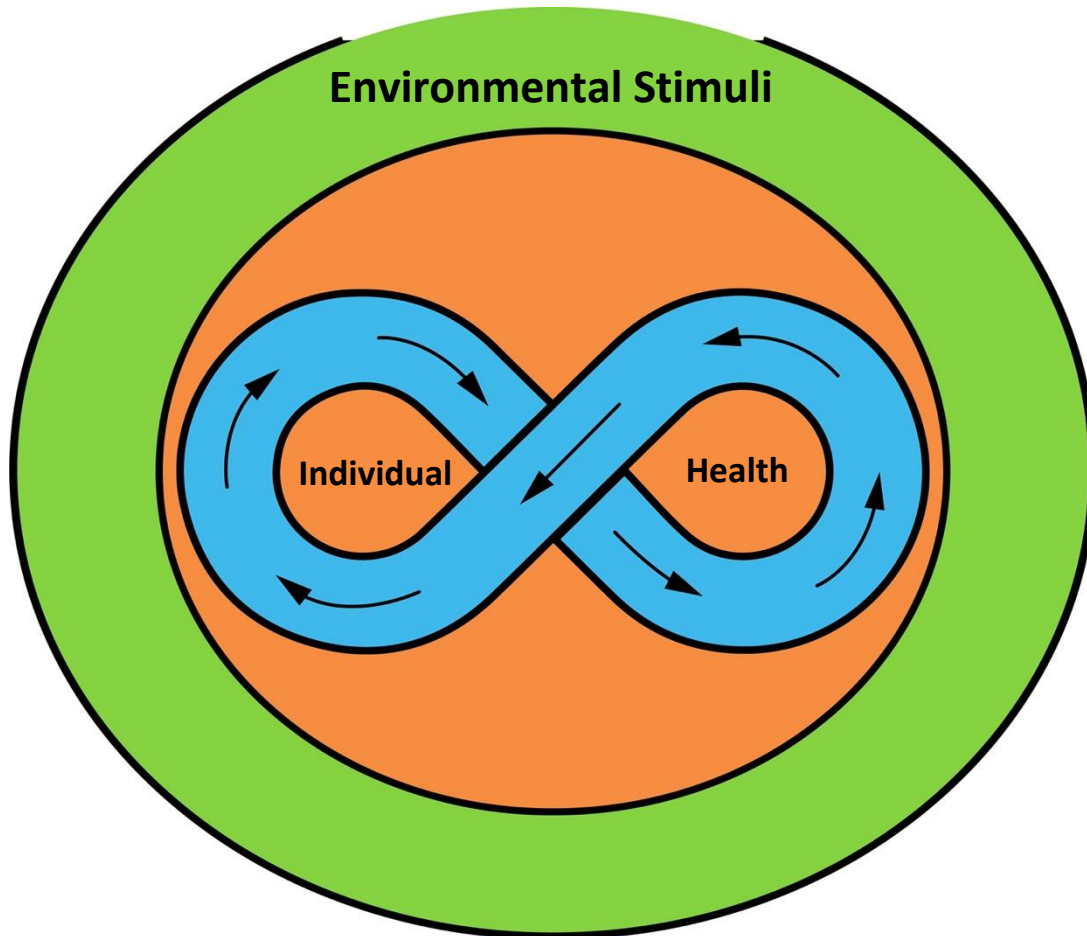
**Nursing is a unique profession with a body of knowledge that utilizes the nursing process.**

## ASSUMPTIONS

- Nursing is distinguished from other disciplines using the nursing process.
- Nursing is a theoretical system of knowledge.
- Nursing fills a unique role as a facilitator of adaptation.
- Nursing influences the environment and health to assist the individual to become an integrated total being.
- Nursing is an interactive process.

# Conceptual Framework

## Nursing



The center of the model is a representation of the individual and health. The figure eight depicts the interaction between the individual and health as they are subjected to environmental stimuli. The arrows on the figure eight portray the dynamic fluctuation between the individual and health.

The individual is an open system striving to adapt within an ever changing environment. Health is a reflection of the individual's degree of adaptation. The open system is denoted by the broken lines. Health is not a constant and is affected by both internal and external environmental stimuli. Nursing creates an environment which facilitates adaptation of the individual as a total being. This is represented by the solid lines encompassing the individual, health, and environment.

## Program Learning Outcomes

### *Of the Associate Degree Nursing Program*

**The integration of nursing theory, clinical practices, critical thinking, and clinical judgement serves as the foundation for the program and upon completion of the nursing program, the nurse graduate will be able to:**

1. Utilize effective communication techniques when interacting with patients, families, and health team members taking into consideration their physiological, psychological, developmental, spiritual, and socio-cultural needs.
2. Collaborate with interdisciplinary health care team members to develop and implement an individualized plan of nursing care for patients while adhering to the ethical and legal principles inherent to the practice of registered nursing.
3. Demonstrate technical proficiency in the nursing skills necessary to fulfill the role of an entry-level registered nurse.
4. Utilize critical thinking in decision-making and problem solving to plan, implement and manage care in a safe, cost-effective environment for patients.
5. Relate principles from the conceptual framework to assist patients in adapting to changes along the health-illness continuum throughout the lifespan.
6. Utilize the American Nurses Association Standards of care when providing care for individuals, families, groups, and communities.
7. Coordinate and delegate holistic, safe, quality, cost-effective patient care in a variety of health care settings while adhering to the RN's scope of practice.
8. Adhering to the Professional Code of Ethics for Nurses, assume legal and ethical responsibility for nursing actions, and accept accountability for nursing practice which includes continued lifelong learning in the nursing profession.
9. Meet requirements for the NCLEX-RN.

# CLINICAL LEVELS OF COMPETENCY

## *Effective Communication Techniques, Collaboration, Technical Proficiency, and Critical Thinking:*

<b>LEVEL 1</b> NUR 200, 203, (NUR 102, 103, 201 Lab)	<b>LEVEL 2</b> NUR 204, 205, 206	<b>LEVEL 3</b> NUR 207, 208
<b>Assessment</b>		
Collect physical, psychosocial, and cultural health data from chart, Kardex and client.	Collect focused physical, psychosocial, and cultural health data from client, family, health records and health care team.	Integrate focused and comprehensive physical, psychosocial, and cultural data from client, family, health records, multidisciplinary health care members, and community resources.
Demonstrate fundamental proficiency in performing a basic physical, psychosocial, and cultural assessment on the adult client with guidance.	Demonstrate increased proficiency in completing a focused physical, psychosocial, and cultural assessment in clients across the life span.	Demonstrate increased autonomy in completing a comprehensive physical, psychosocial, and cultural assessment in clients in various health care settings.
Recognize normal vs. abnormal assessment findings in non-complex situations.	Differentiate normal vs abnormal assessment findings in clients across the life span.	Evaluate the effect of normal vs abnormal assessment findings in clients and their families in various health care settings utilizing critical thinking skills.
Record accurate assessment data obtained from verbal and nursing interactions with client.	Record objective and subjective assessment data obtained from client across the life span.	Record concise, thorough assessment data obtained from client and family using accurate terminology and proper organization or information.
<b>Analysis of Data</b>		
Organize health assessment data according to functional health care patterns to identify actual and potential nursing diagnoses for a client	Analyze health assessment data according to functional health care patterns to identify physical, psychosocial, and cultural nursing diagnosis for clients across the life span.	Analyze comprehensive assessment data according to functional health care patterns in developing a plan of care.
Identify multiple nursing diagnoses for a client in a health care setting.	Prioritize nursing diagnoses in caring for clients in a variety of health care settings.	Prioritize nursing diagnoses for clients in health care settings based on client needs, developmental level, and family relationship.
<b>Planning</b>		
Identify expected outcomes based on nursing diagnosis of client.	Identify expected outcomes based on nursing diagnoses for a client across the life span.	Develop individualized expected outcomes for physical, psychosocial, and cultural needs based on nursing diagnoses for clients in various health care settings.
Identify the need for individualized, multi-disciplinary plan of care to promote, maintain, and restore health for a client.	Assist with the development of an individualized, multidisciplinary plan of care for a client across the life span.	Implement an individualized, multidisciplinary plan of care for clients in hospital and community settings.
Prepare an organized plan for the delivery of nursing care to a client.	Prepare an organized plan for the delivery of care to clients and families across the life span.	Prepare an organized plan for the delivery of care to clients in various health care settings

# CLINICAL LEVELS OF COMPETENCY

## *Coordinate and Delegate, Legal and Ethical Responsibilities:*

<b>LEVEL 1</b> NUR 101, 102, 103, 201 Lab)	<b>LEVEL 2</b> NUR 204, 205, 206	<b>LEVEL 3</b> NUR 207, 208
<b>Assessment</b>		
Acknowledge the role of the professional nurse as a member of the health team.	Practice in the role of the professional role in various health care settings.	Serve as a professional role model for clients, families, and health team members.
Accept responsibility for self-directed learning to update and provide safe nursing care.	Incorporate self-directed learning information to care of clients.	Participate with on-going educational activities to maintain competencies to care for clients in various health care settings.
Recognize adherence to the professional, ethical, and legal standards of practice of the registered nurse.	Practice within the professional, ethical, and legal standards of practice of the registered nurse.	Analyze the professional, ethical, and legal standards of practice of the registered nurse as to areas of concern in the delivery of health care.
Identify ethical issues within the practice of nursing.	Seek appropriate guidance in addressing ethical issues of nursing practice.	Assist with implementing changes to reduce the ethical issues of nursing practice.
Recognize client, family, and health team member cultural diversity in a non-discriminatory manner.	Demonstrate sensitivity to the cultural diversity of the client, family, and health team member in a non-judgmental and nondiscriminatory manner.	Perform as role model to deliver care to culturally diverse client, family, and health team member in a non-judgmental and non-discriminatory manner.
Incorporate the principles of confidentiality in the practice of nursing and care of clients.	Adhere to principles of confidentiality in caring for clients across the life span.	Role model the adherence of confidentiality principles in caring for clients in various health care settings.

# ADN ACADEMIC POLICIES

# STUDENT ACADEMIC POLICIES

## *Of the Associate Degree Nursing Program*

### General Academic Policy Statements

- 1) The general faculty organization of the Department of Nursing delegates to the Academic Standards Committee the responsibility of implementing policies and procedures regarding admission, readmission, progression, and graduation. Following a review of grades each term, the Academic Standards Committee and the nursing program administrator act on student progression, readmission, and graduation matters according to established policies.
- 2) The Academic Standards Committee reserves the right to make recommendations concerning preference for readmission, progression, and graduation to preserve the high standards essential for approval by accrediting bodies.
- 3) The Nursing Program reserves the right to implement changes in curriculum, schedules, and policies to preserve high standards essential for approval by accrediting bodies.
- 4) The Nursing program will inform students about policy and curriculum changes via their EGCC email (student@egcc.edu) and class announcements.
- 5) The Nursing Program reserves the right to dismiss a student for legal, ethical, academic, emotional, and/or physical reasons.
- 6) A decision to be absent from regularly scheduled theory and clinical classes, for whatever reason, including employment, does not excuse the student from the responsibility of examinations, assignments, or the knowledge acquired by attending class. Makeup of the class work, assignments, or examination(s) is the responsibility of the student and will be determined by the faculty member.
- 7) Each student is individually responsible for adhering to the requirements of the nursing curriculum at the time of admission/readmission.
- 8) Students who have questions or concerns must adhere to the following steps:
  - a) Chain of Command/Lines of Communication:
    - i) Students with general **academic concerns** must *first consult* with their faculty advisor.
    - ii) Students with concerns about a **nursing theory course** must *first consult* with the theory course faculty member.
    - iii) Students with concerns regarding **nursing clinical courses** must *first consult* with their clinical faculty member.
  - b) If questions or concerns are not resolved at the student-faculty level, the student or faculty member may request a joint meeting with the Nursing Program Administrator or Associate Nursing Program Director. If needed, the Health Dean and lastly, EGCC's Vice President of Academic Affairs will be contacted by appointment.
- 9) The nursing student must practice within the boundaries of:
  - a) The Nurse Practice Act for the State of Ohio
  - b) The Eastern Gateway Community College Nursing Program Policies
  - c) The clinical course objectives and guidelines
  - d) *The Code of Student Rights, Responsibilities, and Conduct of Eastern Gateway Community College*
  - e) The policies and procedures of the health care agencies and community organizations.
- 10) Students are expected to abide by the following guidelines, "How to Avoid Disclosing Confidential Patient Information", developed for nurses by the National Council of State Boards of Nursing. (See Appendix: *Social Media Policy*).

**Grading Standards**

Letter Grades	Equivalencies to Percentages for Grades
<b>A – Superior Quality</b>	100% - 93%
<b>B – High Quality</b>	92% - 86%
<b>C – Average</b>	85% - 80%
<b>D – Below Average</b>	79% - 70%
<b>F – Failing</b>	69% - 0%

- The numerical equivalent will not be rounded. For example: 79.99 would remain 79.99
- Students must achieve an 80% in each LPN to ADN Program course to successfully complete that course.
- **The student must achieve an 80% in the theory, and a “pass” in lab and clinical portion to successfully complete that course. 80% of points assigned to lab and clinical must be achieved to earn the passing grade.(satisfactory clinical evaluations)**

**Grade Reports**

- End of semester grade report is issued to students online via Canvas/Campus Cloud and recorded on the student's transcript in the Records Office.



# **ADN ADMISSION WITHDRAWAL READMISSION POLICIES**

# NURSING ADMISSION POLICIES

## Description

The Associate of Applied Science degree in Nursing prepares students for the registered nurse profession. The curriculum is designed to meet the health care needs of the 21st century. The curriculum focuses on the registered nurse's role in the communities, hospitals, clinics, and home health care. Graduates are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX\_RN)

The nursing major comprises the following concentrations:

- The **ADN** concentration (traditional route)
- The **LPN to ADN** concentration is a completer program for students who are licensed practical nurses.
- The **HCW to ADN** concentration is a completer program for students who are Certified Medical Assistants, Respiratory Therapists or Paramedics.

## I. Admission: General Information

Eastern Gateway Community College (EGCC), as a public institution of higher education, adheres to an "open door" admission policy. This does not mean that any applicant is admitted directly to any course or program without an adequate background. For this reason, the College offers many courses which provide applicants the opportunity to develop sufficient background to enter the program of their choice. No student is guaranteed admission/acceptance.

All credentials submitted for admission become the property of the College and are not returnable or transferable.

1. Applicants are admitted for the Fall and Spring semesters of each year. The admission process will be based on entry criteria.
2. Applicants must first be admitted to Eastern Gateway Community College and complete prerequisite courses.
3. All applicants must have an official high school transcript/GED on file at EGCC before an official action can be taken.
4. For persons who have taken college work or who have been enrolled in a school of nursing, all official transcripts must be submitted for consideration/ evaluation of transfer credits to EGCC.
5. Applicants having a GED certificate must submit an official copy of testing results for evaluation. The GED standard score of 45 and a minimum of 35 in each area are required for admission into the nursing program.
6. Complete an Admission Application when in the last semester of completing pre-requisite courses with an enrollment Specialist
7. Selection of applicants to the nursing program is based upon the following:
  - a. Successful completion of preadmission course requirements.

- b. Successful completion of all developmental courses prescribed through placement testing or evidence of mastery of the content.
- c. Completion of science courses over 5 years old will need to be repeated.
- d. GPA admission requirements must be met as follows:
  - A minimum 2.0 GPA is required
  - Under no circumstances will a GPA be rounded
  - For students who have attended one or more academic institutions (includes all accredited college and universities)
- e. The cumulative GPA from your most recent school where at least 12 overall credit hours were completed will be utilized in the admission criteria process.
  - If fewer credit hours were completed at all institutions, the admission committee reserves the right to determine which GPA will be used for admission.
  - For college credit plus/dual enrolled high school students applying directly from high school who have not taken college courses while in high school, minimum high school, and college cumulative GPA of 2.0 are required.
  - For high school students with no college courses taken a minimum high school GPA of 2.0 And an ACT composite score of 21 or SAT score of 1070, Accuplacer reading/writing/arithmetic 200 or higher.
8. All completed applications will be reviewed by an admission committee on each campus according to published criteria which is available from each nursing program department. Applicants that meet the preadmission requirements will be admitted to the nursing program. Applicants will be notified by mail of the decision concerning their admission to the nursing program. The nursing program will admit as many qualified students as its resources permit. Applicants who are not admitted may reapply for consideration for the next class.
9. All students entering the ADN Program must meet the requirements in place at the time of admission.
10. The completion of the program support courses prior to enrollment in the NUR courses is *strongly recommended but not required*.
11. Attend mandatory orientation session - orientation will be held with accepted applicants to share pertinent information. Orientation is held prior to each semester.

### **A. Admission eligibility for students transferring from another nursing program:**

Courses taken in other nursing programs do not automatically transfer into the Associate Degree program at Eastern Gateway Community college. Applications from students who wish to transfer from an approved professional school of nursing will be considered on an individual basis. Students who have taken nursing courses in an Associate or Baccalaureate degree nursing program may request to receive credit.

**B. Admission Eligibility for the ADN Program:****The nursing student applicant is to complete the following:**

- Provide the EGCC Records Office with an official, final ***high school transcript*** that reflects the date of your graduation and school seal.
- Provide the EGCC Records Office with an official GED certificate sent directly from the Department of Education of the state in which the test was taken.
- Provide an academic transcript of a student who has successfully completed an Associate's or Bachelor's Degree at an accredited institution.  
*\*\***Grade point average** High School or college must meet a GPA of 2.0 at the time of acceptance.*

**Pre-Admission Course Requirements**

- Algebra I in HS with a "C" or above (or college course equivalent).
- Chemistry in HS with a "C" or above (or college course equivalent).
- TEAS Test - all accepted applicants must meet the minimum requirement score at the time of admission. The current required score is **62% total**
- Demonstrate proficiency in Writing, Reading, and Intermediate Algebra, as evidenced by qualifying assessment scores (Asset, ACT or SAT), or previously completed college level English Composition and Mathematics courses (EGCC or Transfer), College credit, with a minimum grade of "C".
- ACT/SAT Recommended - for applicants that graduated from high school within the past two years. An American College Test (ACT) with a composite score 21 or above. A Scholastic aptitude Test (SAT) score 1 070.
- A criminal record check by the Ohio Bureau of Criminal Identification and Investigation and FBI must be completed. This is the financial responsibility of the student
  - The bureau will forward this information to the Ohio Board of Nursing.
  - Clinical sites reserve the right to prohibit a student with a criminal background history from caring for patients in their facilities based on the infraction.
  - The Ohio Board of Nursing has the right to prohibit a nursing graduate to take the
  - State Board Exam based on past felony conviction. [See www.nursing.ohio.gov](http://www.nursing.ohio.gov).

**Pre-admission Requirements**

- A random drug test may be conducted during the ADN Program.
- A drug test is required by our clinical agencies and is the financial responsibility of the student.
- Student must obtain a letter grade of P (pass), or C or better in all nursing courses to progress to graduate. A "C" in a Nursing course is 80%
- Applicants will be notified in writing of acceptance, alternative status, or non-acceptance to the ADN program.

Although, students can enter the program directly from High School, due to the intensity of this very demanding program, it is recommended that only the exceptional high school student enter our program directly from high school. Average high school students would benefit from

attending a year of college to refine their study skills and test taking abilities, acclimate to the college environment and complete all of the college courses that are part of our curriculum.

*Note: there is a 5-year limit on all required science courses*

### **C. Admission Eligibility for LPN to RN Program:**

The Access (Achieving Continuing Career Education for Success and Satisfaction) program allows licensed practical nurses advanced placement in the associate degree nursing (ADN) program. Through this program, the licensed practical nurse will receive credit for prior nursing coursework thereby eliminating excessive course repetition.

#### **The nursing student applicant is to complete the following:**

- Provide the EGCC Records Office with an official, final high school transcript or an official GED Score Report.
- Provide the EGCC records office with an official, final transcript that reflects the date of your graduation from an approved Practical Nursing Program (a minimum grade of "C" is required in each course). If you are a graduate of EGCC, an unofficial copy is acceptable, as the official transcripts already part of your official record. IF you are a graduate of EGCC, an unofficial copy is acceptable, as the official transcript is already part of your official record.
- Current OHIO LPN MED-IV/ MED license
- Meet the required Technical Standards as listed in the Program Student Handbook
- Grade point average (GPA) of 2.0 on all coursework completed through EGCC.
- Complete Chemistry HS or College Chemistry equivalent course, with a minimum grade of "C"
- Complete Anatomy & Physiology I (BIO 107, or an equivalent course), with a minimum grade of "C"
- Complete Anatomy & Physiology II (BIO I 08, or an equivalent course), with a minimum grade of "C"
- Complete Psychology (PSY 101, or an equivalent course), with a minimum grade of "C".
- Complete English Composition I (ENG 101, or an equivalent course), with a minimum grade of "C"
- Demonstrate proficiency in Writing, Reading, and Intermediate Algebra, as evidenced by qualifying assessment scores (Accuplacer, ACT or SAT), or previously completed college-level English Composition and Mathematics courses (EGCC or Transfer), or college credit, with a minimum grade of "C".
- CSS I06 is waived for LPN to ADN students

*Note: there is a 5-year limit on all required science courses*

### **D. Admission Eligibility for Certified Healthcare Workers – Respiratory Therapists, Medical Assistants and Paramedics to RN:**

EGCC offers a unique opportunity that brings an associate degree (RN) program to certified health care workers. The program is designed for current certified Medical Assistants, Respiratory Therapists and Paramedics who aspire to the ADN degree.

**The nursing student applicant is to complete the following:**

- Provide the EGCC Records Office with an official, final high school transcript or an official GED Score Report.
- Provide the EGCC records office with an official, final transcript that reflects the date of your graduation from an approved medical assisting, respiratory therapy, or paramedic program (a minimum grade of "C" is required in each course). If you are a graduate of EGCC, an unofficial copy is acceptable, as the official transcripts already part of your official record
- Must hold a current certification in their field
- Meet the required Technical Standards as listed in the Program Student Handbook.
- Grade point average (GPA) of 2.0 on all coursework completed through EGCC.
- Complete Chemistry HS / College Chemistry equivalent course, with a minimum grade of "C"
- Complete Anatomy & Physiology I (BIO 107, or an equivalent course), with a minimum grade of "C"
- Complete Anatomy & Physiology II (BIO 108, or an equivalent course), with a minimum grade of "C"
- Complete Psychology (PSY 101, or an equivalent course), with a minimum grade of "C".
- Complete English Composition I (ENG 101, or an equivalent course), with a minimum grade of "C"
- Demonstrate proficiency in Writing, Reading, and Intermediate Algebra, as evidenced by qualifying assessment scores (Accuplacer, ACT or SAT), or previously completed college-level English Composition and Mathematics courses (EGCC or Transfer), or college credit. with a minimum grade of "C".
- CSS 106 is waived for HCW to ADN students

*Note: there is a 5-year limit on all required science courses*

**E. When it is the last semester to complete pre-requisites**

- Schedule to meet with Academic Advisor to initiate "Select the Appropriate Application"
- Complete Background Checks (BCI/FBI).
- High School/College transcripts
- **TEAS Test** - The student must meet the benchmark score at the time the TEAS Test is taken. The TEAS Test may be taken a maximum of 2 times in a 12-month period. A student must wait at least one month to remediate and retake the exam if unsuccessful on the first attempt. The cost of the test is paid at the time of testing.  
 \*\*\*Books and practice tests are available for purchase at [www.atitesting.com](http://www.atitesting.com).

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- **TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS)**  
**www.atitesting.com or call 1800-667-7531**  
**Call 740-264-5591 ext. 1771 to schedule exam at EGCC**  
**Or email TESTING@EGCC.EDU**

TEAS is a multiple-choice assessment of basic academic knowledge in reading, mathematics, science, and English and language usage. These entry level skills were deemed important for nursing program applicants by a panel of nursing program curriculum experts.

To obtain admission, the prospective nursing student must achieve a total passing score of 62% or higher on the TEAS.

To prepare in an organized and efficient manner, you should know what to expect from the assessment.

<u>CONTENT AREA</u> <u>TIME ALLOTTED</u>	<u>NUMBER OF SCORED ITEMS</u>	<u>AMOUNT OF</u>
• Reading minutes	53	64
• Mathematics minutes	36	54
• Science minutes	53	63
• English and Language Usage minutes	28	28
• Total minutes	170	209

- **Products available to prepare for TEAS include:**
- Use of the study manual and the online practice exam is highly recommended. These test preparation materials may be purchased at [www.atitesting.com](http://www.atitesting.com).
- Learning Strategies: Your Guide to Classroom and Test-Taking Success
- This comprehensive book is designed to help students develop learning and test taking strategies. It is intended for students preparing to take entrance exams and beginning post-secondary education.
- ATI TEAS Smartprep Study Package
- TEAS products were designed to work together. It is recommended that you take an online practice test when you are just starting to prepare for the TEAS test. After taking the practice test, you will be provided with a score report that will highlight a list of topics to review based upon your performance on the practice test. These topics will be linked to information sources within the TEAS Study Manual. Then after reviewing those topics, you should take the second version of the TEAS practice test to check for improvement.
- TEAS Online Practice Assessments:
- There are two different versions of the online practice assessments available for purchase. Each online assessment has 150 questions, patterned after the ATI TEAS exam and is designed to give a sense of what to expect in both content and format. Official TEAS resources are specifically written to address each objective that could potentially be addressed on the TEAS exam including Reading, Mathematics, Science and English and Language Usage. TEAS Prep classes can be taken at EGCC.

• **EASTERN GATEWAY COMMUNITY COLLEGE NURSING EDUCATION PROGRAM**  
**TEAS POLICY**

- EGCC's Nursing Education program has instituted a policy to assist students in preparation for a rigorous academic nursing program. Prospective nursing students must pass the TEAS prior to acceptance into the nursing program. This test assesses basic skills in Reading, Math, Science, and English.
- **The TEAS test can be taken while completing prerequisites.** The prospective nursing student must achieve a passing score (62% or higher) overall to be accepted into the program.
- Only students who are applying to EGCC are eligible to take the TEAS at EGCC. All TEAS results from each examination must be requested through ATI and sent to the Nursing Education Program. If a prospective student has taken TEAS at another institution and passed with 62%, the results will be recognized and must be included with the program application. There is not time limit on when the TEAS was completed.
- **If the student does not achieve 62%:**
- After the first failed attempt: It is MANDATORY the student meet with the Student Success Advisor to develop a remediation plan.
- If the student is unsuccessful after the second attempt, the student must review the remediation plan with the Student Success Advisor and wait 1 year to retake the TEAS exam.
- If the TEAS has been taken two or more times to achieve a passing score (62%), the total score used to calculate application points will be taken from the attempt in which 62% in each subscale is achieved.
- **REMEDATION PROCEDURE**
- Schedule an appointment with the Student Success Advisor to develop the remediation plan that may include, but is not limited to, the following:
  - Obtain a TEAS study manual and online practice exams
  - Take a review class for TEAS preparation
  - Retake TEAS and achieve a passing score (62%) within one month after the first TEAS examination.

## II. ADN Mandatory Program and Clinical On-Boarding Requirements

- The nursing program/clinical agencies have mandatory requirements that must be completed every semester for students to be enrolled in current or future nursing courses. Requirements must be current throughout the program, even during school breaks. Students will be notified of the deadline for initial submission of requirements and ongoing deadlines throughout the program. Failure to meet the deadlines or to allow a lapse in requirements while in the program will result in ineligibility to remain in the current course and/or take nursing courses the next semester.
- Clinical Facilities require documentation of health requirements, background check, drug screen, CPR, medical insurance, and completion of electronic documents and modules/tests prior to participation in clinical experiences. Additional requirements may be required by clinical agencies at any time, thus obligating the student to meet said requirements to remain enrolled in or move forward to the subsequent semester. Students will incur the cost of all requirements. If a student does not want the clinical facility to receive required information, the student will be ineligible to participate in clinical experiences and will be administratively withdrawn from the nursing program.
- It is the responsibility of the student to regularly check EGCC email, Canvas, Campus Cloud, and the nursing information bulletin board in the nursing lab for communication



regarding clinical placement, on-boarding requirements, and health requirements. Students who step out of the program and are therefore out of sequence are also responsible for checking to determine requirements that need to be updated. If any requirement is due to expire while enrolled in the nursing program, the student is responsible for updating requirements prior to expiration date. Failure to do so will result in a withdrawal from the current course and/or the inability to move forward to the next semester. It is not the school's responsibility to notify students of missing or outdated requirements.

## CASTLE BRANCH

Castle Branch currently represents 70% of Colleges and Universities nationwide and 80% of nursing students nationwide. Castle Branch allows students to quickly and easily complete Program Health requirements and store documents.

Once the student receives their acceptance letter, they will go to <https://portal.castlebranch.com/GJ39> to submit their health requirements.

- Health Records, Drug Screenings, Background Checks – all done within Castle Branch
- “Your” Health Requirements listed per “Your” Program upon login
- Upload documents 24/7
- Receive Notifications of Records Expiring
- Receive notifications of Deadlines
- Direct Support through Castle Branch
- Ability to access your Health Records after your graduate
- Ease of Use and training videos available if needed

Flu vaccines, CPR renewals, updated TB records, any vaccination updates, etc.

The cost of Castle Branch:

- \$141.00 - Non-drug tested programs (Health requirements & background screenings)
- \$175.00 - Drug tested programs (Health Requirements, background screenings & drug testing)
- \$35.00 - 2nd year/returning students (Health Requirements only)

**EGCC DOES NOT MANDATE COVID-19 VACCINES, HOWEVER, IT IS AT THE DISCRETION OF THE PRACTICE PARTNER REGARDING COVID-19 VACCINE REQUIREMENTS.**

Please contact Castle Branch at 888-723-4263, via LIVE CHAT in CB or [servicedesk.cu@castlebranch.com](mailto:servicedesk.cu@castlebranch.com)

## III. Health Requirements

### A. After admission into the nursing program:

Once students are accepted into the nursing program, the student is responsible for meeting the immunization, cardiopulmonary resuscitation (CPR), and fingerprinting requirements as set forth

by the Nursing program. Failure to meet these requirements will prohibit student registration and participation in clinical nursing courses. Students must provide proof of all requirements to Medical Records Specialist by the deadline for fall and spring semester

### **Health Requirements:**

- Must be completed prior to the start of the semester (scheduled clinical days).
- A student whose Health Requirements are incomplete will not be permitted in the clinical agencies and the missed hours recorded as absent clinical time.
- In the event of readmission to the Nursing program, the health requirements need to be updated to current standards.

#### *Medical History/Physical Exam:*

- Each applicant must have a pre-entrance medical history and physical examination by his/her family physician using EGCC health forms.
- The expense of such examination is borne by the applicant.
- The examination is to be completed within three (3) months prior to the first clinical experience.
- If the student leaves and returns to the program within a timeframe that exceeds one year, the test must be repeated prior to any clinical experience.

#### *Immunizations and Testing Program:*

- All required immunizations listed on the Health Form are to be given by or in consultation with the student's personal physician or Health Department.
- The expense of the immunizations is the financial responsibility of the student.

#### *Tetanus Inoculation*

- The student is to receive a Tetanus inoculation. Booster immunization is repeated every 10 years.

**Tuberculosis Detection: The tuberculin 2-Step (Mantoux) skin test is required Initially, then (Mantoux) skin test is required annually thereafter. If the test is positive, follow up care with a TB clinic or private physician is recommended. Documentation of treatment from a health agency is required. If a student has received BCG immunization, an initial chest x-ray is required in lieu of the tuberculin test. (Tine Test will not be accepted.) A QuantiFERON gold blood assay may be used in lieu of the two-step Mantoux. Positive Mantoux TB reactors must submit a chest x-ray report annually.**

- If the student remains in or returns to the program within a timeframe that exceeds one year, the test must be repeated prior to any clinical experience.

#### *MMR Vaccine – Primary Immunization for Susceptible Students is Required*

- Susceptibility is determined by prior immunization date or Titer if MMR was received prior to 1979.
- Female students are advised that pregnancy should be prevented for at least 13 months after vaccination.

- Pregnant susceptible students must receive the vaccination in the immediate post-delivery period.

#### Hepatitis-B Vaccine

- Immunization with Hepatitis-B Vaccine (Heptavax) is required.
- The hepatitis vaccine is a three-part series with the second injection given one month after the initial injection and the third injection given six months from the first injection. Therefore, all students must have at least minimally 2 parts of the 3-part series completed by the deadline for fall and spring semester following admission into the nursing program. The 3rd injection may receive after the start of the program. The series must be totally completed by the end of the spring semester following admission.
- Cost of the three-dose series is the financial responsibility of the student.
- Post vaccination antibody screening is required and is the financial responsibility of the student (HBSAB)

#### Influenza/Flu Vaccines

- Annual vaccine required.
- Due by November 1<sup>st</sup> of each year.
- COVID-19 vaccine (TBD)

#### Varicella

- Vaccine and Titer date and results required.

#### CPR Card

- CPR certification American Heart Association BLS for Healthcare Providers must be current throughout the nursing program. This certification requires renewal every two years.

#### Physician's Statement

- For students having a “special condition” such as a pregnancy or certain chronic conditions, a physician’s statement will be required for admission or for the student nurse to continue in the clinical portion of nursing courses.

#### Urine Drug Screen

- A negative 10 panel drug screen is required.
- IF a student has a positive drug screen, they will not be permitted to continue in the program

### **B. Criminal Records Check/Fingerprinting:**

- Fingerprinting for the BCI (BCI: Bureau of Criminal Identification, and Investigation) & FBI criminal background check is required prior to acceptance into the nursing program.

- The applicant must request that both FBI and BCI background checks be done. The applicant should identify EGCC Nursing Program as the agency to receive the results. The school MUST receive the results directly from the BCI & FBI to be valid.

*Eastern Gateway Community College  
110 John Scott Hwy  
Steubenville, Ohio 43953  
Attention: Cindy Alban*

- Results may take up to 30 days to arrive. If results are not received by the time of orientation applicants will be prevented from entry into the program. When the FBI & BCI results have been received, the Dean of Health Sciences will evaluate them. If an offense is revealed with the background check, the applicant will receive a letter in the mail stating they may be unable to attend clinicals due to the results of their background checks. The Ohio Board of Nursing conducts a thorough investigation of any grounds that may exist for licensure denial at the time the application is filed.
- The Ohio Attorney General's office and clinical agencies will be notified of any positive results. (see Appendix: The criminal records check law in Ohio and Criminal History Appendix.
- Note: Certain egregious felonies are absolute bars to taking the licensure exam. Some lesser offenses may impede student placement at a clinical site which will affect student's ability to progress in the program.
- Fingerprinting results are valid for one year. A second set of background checks are required for the NCLEX application

### **C. Malpractice Insurance:**

- Required for all clinical nursing experiences and is provided by the college.

### **D. Student Health Insurance:**

- Students are required to provide their own health insurance coverage and are responsible for any medical expenses incurred while enrolled in the nursing program.
- Students must show proof of having current health insurance prior to the first clinical experience of the program. A copy of the card is to be tiled with Medical Records Specialist.
- The college may make a health insurance policy available for purchase by the student upon request.

#### IV. Transfer of Courses

- Many prerequisite courses can be transferred for credit into the ADN program.
- Transfer of courses will be determined by the Transfer Coordinator and input from the Health and Public Services Dean as well as the Associate Degree of Nursing Program Administrator and Program Faculty.
- Transfer credits will be identified and designated by "P" on the student's permanent record.
- No credit will be transferable if the letter grade is less than a "C".
- Any other credits must be approved by the department Dean and Program Administrator.
- A request for credit evaluation must be initiated by the student and filed with the Admissions Office prior to registration.

#### V. Military Credit

Eastern Gateway Community College is committed to the acceptance and awarding of college credit for training and experience in the United States Armed Forces or National Guard as long as it has been approved by the American Council on Education or a regional accrediting body, such as The Higher Learning Commission. A student interested in receiving this type of credit will follow the same process for transcript evaluation listed under Transfer Credit in the college catalog.

#### VI. Readmission to the Associate Degree Nursing Program

- A student, who is dismissed from the School of Nursing by action of the Academic Standards Committee or *who withdrew for personal reasons*, may apply for re-admission **one time**. **If a student fails NUR 102 or NUR 103, the student is encouraged to apply for the LPN Program. Upon successful completion of the LPN Program, the student could then apply to attend the LPN to ADN Transition Program.** (refer to the PN program for admission requirements.)
- Students who ***fail the ADN Program twice or withdrew from the Program twice or have a combination of one withdraw and one failure***, are dismissed from the program with **no re-admission**.
- Failure of the course(s) are applied per semester. The student can re-apply in the sequence of course(s) that the dismissal occurred. In the case of a failure in either NUR 203, NUR 204 or NUR205 the student may continue the sequence of courses and repeat NUR 203, NUR 204 or NUR 205 when offered.
- According to Rule 4723-5-12 OAC Program Policies: Student readmission includes a requirement that the **readmitted student meet the curriculum and health requirements effective at the time of readmission**.
- A request for re-admission will be considered as a new application with no assurance that re-admission will be granted.
- The student must have a minimum of 2.0 GPA for readmission consideration.

**Readmission procedure to be followed:**

- A formal letter (minimum of 200 words) must be written by the student and submitted to the Program Administrator requesting readmission and explaining the student's plan to succeed during the second attempt. Emails will not be accepted.
- All requests for readmission are referred to the Academic Standards Committee for review/consideration. The Committee will review the student's academic file including but not limited to reasons for leaving, length of time since leaving, transcript, past performance in theory and clinical and standardized testing, disciplinary reports, and attendance/tardiness. A final decision is based on an individual's evaluation and availability of space.
- The Academic Standards Committee may recommend that the applicant desiring re-admission enroll in courses that would serve to improve weak areas, if applicable, and if possible, gain employment in a health care facility prior to requesting re-admission.
- There is no guarantee of readmission. A student may be readmitted to the program only once, and therefore must complete the program in its entirety as planned, once readmitted.
- Should withdrawal be necessitated by active duty status, the student is automatically granted a seat in the program. This enrollment is considered a continuation of the current enrollment.

**VIII. Dismissal from the Associate Degree Nursing Program**

- The nursing program follows the EGCC policy on dismissal. Additionally, the nursing program will dismiss a student:
- If the student fails to achieve a quality point average of 2.0 (C) in a theory course (80%) and a Pass (P) in either a college lab or clinical rotation, the student is dismissed from the program.
- Accrual of 10 deficiency points in clinical for no call/ no show or an accrual of 10 deficiency points within the same clinical will result in immediate dismissal from the nursing program.
- Each student has a personal responsibility to the College in the observance of all academic regulations and policies.
- If the student's health or behavior is not suited for a specific Health Technologies program, the faculty or College has the right and authority to recommend the dismissal of a student.
- For College Appeal Process see [www.egcc.edu](http://www.egcc.edu)
- Financial Aid may be affected by Dismissal from the Program.

**VIII. Academic Honesty**

**The EGCC Associate Degree Nursing Program follows the college wide policy on academic honesty. Students found violating this policy will be dismissed from the Associate Degree Nursing Program and EGCC.**



# PROGRESSION AND STUDENT CONDUCT POLICIES



# PROGRESSION POLICIES

## ATI Testing

- The Nursing Program requires all students enrolled in the nursing to participate in the systematic assessment of student learning outcomes. Students are required to pass examinations at or above the benchmark score. Students are also expected to spend the recommended amount of time that ATI determines, on assignments.
- Students are required to remediate (focused review) all missed questions regardless of their score. 90% must be achieved on both practice assessments A&B to take the proctored assessment. This will be your "ticket" to the proctored assessment.
- Mandatory Proctored Assessments will be given at the completion of required nursing courses throughout the curriculum. These tests provide indicators of individual strengths and weaknesses in course content.
- If you receive a below level 1 on the proctored exam—you will receive a 0 out of 20 and will be required to repeat the assessment. You will remediate and will have one more chance to take the assessment prior to the completion of the course. You must obtain a level I or higher on this repeat assessment to pass the course. If a below level one is received on the second attempt, you will **not be permitted to progress**. You will fail the course and will not progress to the next semester. You may apply for readmission one time as per policy. (**See readmission policy**). If you are readmitted to the program, you will be required to repeat the course (to include lecture/lab/clinical).
- ATI Comprehensive Predictor will be given to each graduate student at the conclusion of final semester. These tests are a reliable predictor of individual success on the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

## **I. Clinical Risk**

Students are required to perform clinical activities in a variety of settings. Some risk is inherent to nursing students during their clinical education. (*See Appendix F: Informed Consent Waiver*)

## **II. Clinical Requirements**

All students enrolled in a clinical nursing course will be evaluated in writing by their clinical instructor at the end of each course. A conference to discuss the student's performance will be held with the final evaluation. Additional conferences to discuss clinical performance may be requested at any time, either by the student or clinical instructor.

The Nursing program reserves the right to dismiss a student whose clinical performance for any nursing course is deemed unsafe as characterized by dangerous, inappropriate, irresponsible, or unethical behavior.

**Reliable transportation to the clinical settings is essential!**

### III. Absence/Attendance Policy

Personal illness in excess of three (3) consecutive **school days** requires physician's approval to return to the class/lab or clinical. The physician's endorsement must be in writing and submitted to the Program Administrator. This record will be placed in the student's file.

Absence for other reasons such as family death, transportation issues, illness of a close family member, jury duty or other cause of absence, faculty will require documentation to confirm the reason for absence. If no documentation is presented, the student will receive deficiency points for the absence and possible meeting with instructor.

#### 1) **Theory/test Absent**

- Highest possible score is 80% on a make-up exam.
- Missed exam must be taken prior to next scheduled class date or at the earliest convenience of the faculty member, not to exceed one week.
- Failure to make up an exam results in zero.
- Make-up tests may be in a different format than the missed exam.
- Learning of theory content is the responsibility of the student when absent from class.

#### 2) **Attendance for Laboratory / Clinical Courses is Mandatory**

- All college laboratory absences will be made-up at the hour for hour and will be scheduled during finals week. Failure to do so will result in failure from the college lab and the nursing course.

#### 3) **Tardiness**

- It is assumed the EGCC students are adults and adult standards will prevail.
- The faculty caution students against persistent tardiness. It is a valid reason for termination from the program. Instructors will record time lost from tardiness as absent hours.
- Tardiness in class, lab and/or clinical will be recorded on the ADN Program Deficiency Point System (See appendices). **TARDINESS IN CLINICAL IS UNACCEPTABLE.** Students failing to report at the assigned time will receive a Disciplinary report and may be dismissed at the discretion of the instructor. Clinical absence is recorded.

### V. **ADN Program Deficiency Point System**

The ADN Program Deficiency Point System is a method utilized in the early identification of student behaviors that can negatively impact student success in the nursing program. Deficiency points are can be accrued in theory, lab and clinical. The categories of occurrences in theory include: tardiness, absence, dress code violations and professional behavior.

Occurrences in lab include: tardiness, absence, dress code violations, professional behavior and student laboratory skills check off.

Occurrences in clinical include: tardiness, absence, dress code violations, professional behavior.

Any student who accumulates 5 points within theory, lab or clinical will meet with the theory instructor to create a performance improvement plan. The student and instructor will identify the areas of deficiency and create strategies for improvement. The faculty member will meet with the student at the end of the semester to review the plan or whenever necessary.

Any student who accumulates 10 or more deficiency points either theory, lab or clinical will fail the course. In the event of a first-time failure, the student can request readmission and follow the instructions.

**A NO CALL/NO SHOW ABSENCE IN CLINICAL IS AN IMMEDIATE 10 POINT DEFICIENCY AND AUTOMATIC DISMISSAL FROM THE NURSING PROGRAM.**

**Uncontrollable Circumstances:**

The College and/or instructor may make a decision to not penalize the student or the entire group if occurrence resulted from an uncontrollable circumstance. No points will be given in these circumstances.

## IV. Ohio Board of Nursing Student Conduct

### 4723-5-12 Program Policies

- A. In addition to the policies required in paragraph (A) of this rule, the program administrator and faculty shall implement policies related to student conduct that incorporate the standards for safe nursing care set forth in Chapter 4723. of the Revised Code and the rules adopted under that chapter, including, but not limited to the following:
1. A student shall, in a complete, accurate, and timely manner, report and document nursing assessments or observations, the care provided by the student for the patient, and the patient's response to that care.
  2. A student shall, in an accurate and timely manner, report to the appropriate practitioner errors in or deviations from the current valid order.
  3. A student shall not falsify any patient record, or any other document prepared or utilized in the course of, or in conjunction with, nursing practice. This includes, but is not limited to, case management documents or reports, or lime records, or reports, and other documents related to billing for nursing services.
  4. A student shall implement measures to promote a safe environment for each patient.
  5. A student shall delineate, establish, and maintain professional boundaries with each patient.
  6. At all times when a student is providing direct nursing care to a patient the student shall:
    - Provide privacy during examination or treatment and in the care of personal or bodily needs; and
    - Treat each client with courtesy, respect, and with full recognition of dignity and individuality.
  7. A student shall practice within the appropriate scope of practice as set forth in division (B) of section 4723.01 and division (B)(20) of section 4723.28 of the Revised Code for a registered nurse.
  8. A student shall use universal and standard precautions established by Chapter 4723-20 of the Administrative Code.
  9. A student shall not:
    - Engage in behavior that causes or may cause physical, verbal, mental, or emotional abuse to a patient.
    - Engage in behavior toward a patient that may reasonably be interpreted as physical, verbal, mental, or emotional abuse.
  10. A student shall not misappropriate a patient's property or:
    - Engage in behavior to seek or obtain personal gain at the client's expense.
    - Engage in behavior that may reasonably be interpreted as behavior to seek or obtain personal gain at the patient's expense.
    - Engage in behavior that constitutes inappropriate involvement in the patient's personal relationships; or
    - Engage in behavior that may reasonably be interpreted as inappropriate involvement in the patient's personal relationships.

*\*\* for the purpose if this paragraph, the client is always presumed incapable of giving free, full, or informed consent to the behaviors by the student set forth in this paragraph.*

11. A student shall not:
  - Engage in sexual conduct with a patient.
  - Engage in conduct during practice that may reasonably be interpreted as sexual.
  - Engage in any verbal behavior that is seductive or sexually demeaning to a patient.
  - Engage in verbal behavior that may reasonably be interpreted as seductive, or sexually demeaning to a client.  
*\*\* for the purpose of this paragraph, the patient is always presumed incapable of giving free, full, or informed consent to sexual activity with the student.*
12. A student shall not, regardless of whether the contact or verbal behavior is consensual, engage with a patient other than the spouse of the student in any of the following:
  - Sexual contact, as defined in section 2907.01 of the Revised Code.
  - Verbal behavior that is sexually demeaning to the client or may be reasonably interpreted by the patient as sexually demeaning.
13. A student shall not self-administer or otherwise take into the body any dangerous drug, as defined in section 4729.01 of the Revised Code, in any way not in accordance with a legal, valid prescription issued for the student, or self-administer or otherwise take into the body any drug that is a scheduled I controlled substance.
14. A student shall not habitually or extensively use controlled substances, other habit-forming drugs, or alcohol or other chemical substances to an extent that impairs ability to practice.
  - (15) A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of the use of drugs, alcohol, or other chemical substances.
  - A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of a physical or mental disability.
  - A student shall not assault or cause harm to a patient or deprive a patient of the means to summon assistance.
15. A student shall not misappropriate or attempt to misappropriate money or anything of value by intentional misrepresentation or material deception during practice.
16. A student shall not have been adjudicated by a probate court of being mentally ill or mentally incompetent, unless restored 10 competencies by the court.
17. A student shall not aid and abet a person in that person's practice of nursing without a license, practice as a dialysis technician without a certificate issued by the board, or administration of medications as a medication aide without a certificate issued by the board.
18. A student shall not prescribe any drug or device to perform or induce an abortion, or otherwise perform or induce an abortion.
19. A student shall not assist suicide as defined in section 3795.01 of the Revised Code.
20. A student shall not submit or cause to be submitted any false, misleading, or deceptive statements, information, or document to the nursing program, its administrators, faculty or teaching assistants, preceptors, or to the board.
21. A student shall maintain the confidentiality of patient information. The student shall communicate patient information with other members of the health care team for health care purposes only, shall access patient information only for purposes of patient care or

for otherwise fulfilling the student's assigned clinical responsibilities, and shall not disseminate patient information for purposes other than patient care or for otherwise fulfilling the student's assigned clinical responsibilities through social media, texting, emailing or any other form of communication.

22. To the maximum extent feasible, identifiable patient health care information shall not be disclosed by a student unless the patient has consented to the disclosure of identifiable patient health care information. A student shall report individually identifiable patient information without written consent in limited circumstances only and in accordance with an authorized law, rule, or other recognized legal authority.
23. For purposes of paragraphs (C) (5), (C) (6), (C) (9), (C) (10), (C) (11), and (C) (12) of this rule, a student shall not use social media, texting, emailing, or other forms of communication with, or about a patient, for non-health care purposes or for purposes other than fulfilling the student's assigned clinical responsibilities. Effective 02/0/12014

The student must demonstrate competency by responsible preparation, implementation, and documentation of the nursing care of patients. In addition, the student must demonstrate respectful behavior toward all individuals (patients, patient's family, health team members, faculty, peers, and self) following the guidelines set forth by the American Nurses Association (ANA) Code of Ethics for Nurses.

## **V. Unacceptable Clinical Behaviors**

The Nursing program reserves the right to dismiss a student immediately from the Program and/or Clinical who demonstrates unacceptable clinical behaviors that include, but are not limited to:

1. Inadequate preparation for clinical experience
2. Attending clinical experiences under the influence of drugs and/or alcohol
3. Refusing to care for an assigned patient based on the patient's characteristics, e.g. race, culture, religious beliefs, or diagnosis
4. Participating in acts of omission or commission in the care of patients, such as physical abuse; placing the patient in a hazardous position, condition, or circumstance; mental/emotional abuse
5. Disrupting patient care or unit functioning related to poor interpersonal relationships with agency health team members, peer, or faculty
6. Demonstrating behavior that affects one or more parameters of safe clinical practice and/or jeopardizes the well-being of the patient, patient's family, health team members, peers, or faculty
7. Documenting dishonestly, breaching patient confidentiality, soliciting of patient for services leading to personal gain, and other behaviors listed under the Professionalism category of the clinical evaluation in the course syllabus
8. Failing to adhere to the OBN Rules as stated in Section V, B Student conduct.

## VI. Due Process

### A. Academic Standards

A Disciplinary Report form is used by Nursing Faculty to document unacceptable student behaviors in class, lab or clinical. (See "Appendices").

1. A student who exhibits unacceptable clinical behavior and/or violates student conduct requirements set forth by the Ohio Board of Nursing will be given a verbal and written performance report by the clinical faculty member. The performance report becomes part of the student's academic file.
2. The faculty member will notify the Academic Standards Committee of the student's conduct, violation and /or unacceptable behavior for further consideration. The Academic Standards committee will consider documented evidence from, the student, faculty, or health team members when making recommendations regarding continuation

### B. Disruptive Standards

It is the policy of EGCC that disruptive behavior which interferes with effective instruction or maintaining an orderly and academically focused learning environment of other students will not be tolerated. Disruptive students may be dismissed from the classroom. Behaviors considered disruptive include, but are not limited to the following:

- Talking over the instructor or other students while lecture or class discussions are in progress.
- Vulgar or obscene speech or behavior.
- Speech or behavior intended to intimidate others.
- Unnecessarily disruptive late entry into the classroom.
- Continued unauthorized use of cell phones or other electronic devices.
- Returning to class is an option, only, with permission from the instructor and program administrator.

### C. Student Grievance Procedures

Grievance filed must confirm to the process describe in the EGCC catalog.

**VII. Uniform / Dress Code / Name Badges** Upon acceptance into the nursing program, students are required to purchase the following for use in clinical and lab:

- EGCC selected scrub top and pants
- White Lab coat/scrub jacket/warm-up jacket (hip-length) with EGCC logo/patch (on left upper arm)
- White nursing shoes or white athletic shoes
- White crew or knee-high or support stockings
- Dress clothes and dress shoes for appropriate clinical experience i.e. Mental Health
- EGCC Photo ID Badge
- Watch with a second-hand
- Bandage Scissors
- Stethoscope
- Blood pressure cuff
- Black ink pen

Nursing students are always expected to maintain a professional appearance. Uniforms are to be worn only in the clinical and lab as directed. Students may be dismissed from the clinical experience if in violation of the following rules.

**The student enrolled in the Associate Degree Nursing Program shall adhere to the following:**

1. **Lab coat** the lab coat is to be worn over the uniform when traveling to/from the clinical department, including lunch breaks. It is not worn for client care. The lab coat and uniform are always to be clean and neatly pressed.
2. White nursing **shoes** or white athletic shoes. No large emblems or large colored logos. Shoes are to be clean, white, polished, well-supporting, with clean laces. Shoes worn in the clinical area should not be worn for non-clinical activities. During inclement weather, students should wear appropriate shoes/boots and change to nursing shoes at the clinical department.
3. EGCC Photo IDs are always to be worn and visible while in clinical, in lab and in the classroom. Clinical agency identification badges may be required by the individual clinical agency. Both the individual clinical agency ID badge, if required, and the EGCC student badge must be worn for all clinical experiences.

**If the clinical agency badge is lost or not returned at the end of the semester, the student will be charged a fee. If the badge is not returned and the fee is not paid, the student will receive a grade of "I" for the course until the badge is returned or the fee is paid.**

4. If an undershirt is worn, it must be white or same color as uniform and be short or . length sleeves. No long sleeves.
5. Personal hygiene is important: strong body odor/ perfumes/colognes/ hair products are prohibited. Students will be dismissed to correct any offensive odor, including smoke, perfume, or other fragrances. Hand washing is an important infection control measure and will be reviewed by instructors.



6. Jewelry:

- Earrings/piercings: ONE post-type earring to be worn in the earlobe only.
  - Necklaces, bracelets (excluding medical alerts). Costume jewelry is prohibited. Rings are prohibited. *Except for wedding bands.*
  - Students may not wear visible body piercings, including nose, eyebrow, or tongue studs.
  - Tattoos in excess or visible (e.g. arms, neck, hands) are unacceptable. Tattoos are to be covered with clothing, dressings, or make-up.
7. Fingernails should be clean and not extend past the tips of the fingers. Polish should be clear/neutral. Artificial nails are forbidden by clinical facilities.
8. Hairstyles should be clean, well groomed, and well controlled. Hair cannot hang in the eyes or around the face. Hair jewelry is not permitted. Hair must be of a natural human color/shade, including highlighted hair. **STUDENTS WITH BRIGHTLY COLORED HAIR (PINK, RED, PURPLE, GREEN, BLUE, YELLOW) WILL NOT BE PERMITTED TO ATTEND CLINICAL.**
9. Beards/mustaches must be neatly trimmed.
10. The clinical instructor determines whether a student's appearance is appropriate for the clinical area. A student whose appearance is unacceptable will be dismissed and a "Disciplinary Report" will be completed/filed with the Program Administrator.
11. Students with crutches, casts, splints, ortho devices etc.
- Students on crutches and/or wearing casts, splints or other orthopedic devices that interfere with the provision of safe and effective patient care, will be individually evaluated consistent with the policies of the clinical facility. If the appliance precludes safe and effective clinical practice, the student may not be able to meet course objectives.
  - Students must provide medical release documentation from their physician whenever any of the above medical devices exist or following surgery or hospitalization before they will be allowed to participate in patient care activities at clinical sites.

**VIII. Incident Report Procedure for Injury in the Lab or Clinical Setting**

If a student becomes ill or injured in the lab or clinical setting, faculty will follow the agency's policy or procedure. It may be necessary for faculty to call 911. Any medical expenses incurred are the responsibility of the involved student. Two accident or incident reports must be completed by the student and clinical instructor. One is the agency form submitted to be submitted to the appropriate personnel at the Cooperating Agency. The other form is the Nursing Program exposure to Bloodborne Pathogens Report is to be submitted to the Program Administrator to be kept in the student's file.

**IX. Medical Emergency in an Office or Classroom**

A student who becomes ill during the school day whether in class, lab, or clinical must report to the instructor. While at EGCC all incidents of illness or accidents should be reported immediately by the instructor to the security director, information-visitor counter receptionist, or

evening coordinator. Complete details of the incident should be provided. If necessary, 911 will be contacted to transport the student to the local hospital.

Should a student develop a temporary medical disability while in the Program, a physician's written specification of limitations must be submitted to the Program Administrator.

If a student becomes ill or injured during a clinical experience, the student is to report immediately to the instructor. It will be decided by the instructor whether the student will be sent home or to the local E.R.

## **X. Inclement Weather Policy**

### **Cancellations/SNAP:**

- Classes are held on a regular basis. Should cancellation of classes be necessary due to an emergency or severe weather, announcements will be made by local radio and television stations as well as online at [www.egcc.edu](http://www.egcc.edu) and [1m-w.m\Vallevweather.com](http://1m-w.m\Vallevweather.com)
- SNAP (Student Notification Alert Plan) for Eastern Gateway Community College is available. Students and employees should enroll for this emergency notification system. SNAP emergency notification system is designed to send text or voice messages to mobile phones, land lines and email accounts when there is a campus situation that affects you.
- Students are expected by make their own decisions regarding travel during severe weather.
- EGCC does not follow the same procedures as secondary school systems.

# ACADEMIC ADVISEMENT

# ACADEMIC ADVISEMENT INFORMATION

## I. Course Sequencing

Students are responsible for following the nursing program curriculum as outlined on the curriculum grid. Nursing courses are required to be taken in sequence as outlined. This is necessary so that previous nursing course content is mastered prior to taking subsequent nursing courses in the curriculum. Nursing support courses may be taken out of sequence.

## II. Nursing Courses

Registering for Nursing Courses are done in orientation for NUR 201, 102, 103 and at the end of each semester for NUR 200, 203, 204, 205, 206, 207 and 208. Schedules are completed by program administrator and registered by the academic advisor. Students are not permitted to make changes to their nursing schedule independently. All requests to change schedules **MUST BE APPROVED BY THE CLINICAL COORDINATOR AND/OR PROGRAM DIRECTOR**

## III. Change of Residency / Address, Name or Phone Number

Any change of name/address/phone number/marital status must be reported immediately to the Health Office and Student Information Office. Change of name & address forms are available in the Student Information Center. The Health Dean or Program Administrator assume no responsibility for mail delivered to an incorrect address or the lack of reaching a student by phone if the number on record is incorrect or discontinued.

## IV. EGCC Email Address and Canvas

Students must utilize their assigned EGCC email addresses (name@student.egcc.edu) and Canvas as sources of information and communication with nursing faculty and nursing advisors. It is helpful if the student includes student's full name, status, and contact information.

*Each student is assigned a faculty advisor upon admission to the nursing program. Students should see their advisor at registration time and when they have academic, curriculum, registration, or other concerns.*

# STUDENT RESOURCES

# STUDENT RESOURCES

## I. Learning Resource

### A. Computer Labs at EGCC

- EGCC provides open access computer labs, on a space-available basis, for all registered students to do course work.
- A portion of materials fees paid for each course gives each student full access to computer labs when classes are not in session and equipment is available. The EGCC policy is that a student may print 500 pages per semester.
- For detailed information, see EGCC catalog: "*Facilities*"
- For detailed information regarding Network, Computer Resources and The Internet Acceptable Use Policy for Students and College Guests, see EGCC catalog: "*Student Policies*"
- Online Library and Data bases

### B. Nursing Lab

- EGCC provides open access computer labs, on a space-available basis, for all registered students

### C. Support Groups

- Group study with peers is recommended to reinforce material learned in class and to provide a support network, as well as to connect with the college

### D. Information Sharing

- The Department of Nursing utilizes bulletin boards to share information with nursing students. Bulletin boards are located inside the nursing lab in Youngstown/outside the nursing lab in Steubenville. Students can find information about advising, registration, course scheduling, career opportunities, nursing organization activities and other general information of interest to nursing students on these bulletin boards.
- Email:  
Each EGCC student receives an email account. This account will be used for student/faculty/staff communication as needed. Students are expected to check their email daily for any updates on the nursing program and to communicate with faculty and EGCC staff from this email address only.

### E. Nursing Faculty Access

- EGCC full-time faculty are available for office hours each week and have an open door policy and are also available by appointment for student availability. Part-time/adjunct faculty are not obligated to post weekly office hours. Messages for faculty can be left on individual voicemail, by email or by leaving a message in the faculty's mailbox. Refer to the College catalog Faculty directory for individual faculty phone numbers, office numbers and email addresses.

# PROGRAM EVALUATION

# PROGRAM EVALUATION

## Survey Questionnaires

Each semester students are offered the opportunity to evaluate each nursing course, clinical, lab and instructor.

The nursing program surveys all students upon graduation (graduate exit survey) and again at six months after program completion (alumni evaluations).

Student representatives are also invited to the Nursing Advisory Committee meetings.

Responses on these questionnaires are especially important for the success of our program. The results are used for program evaluation, assessing student academic outcomes, making necessary revisions in our program.

Student feedback is important to the faculty. We encourage you to participate and provide constructive feedback.



# GENERAL ADN PROGRAM POLICIES

# GENERAL POLICIES

## I. Calculators

- The use of simple calculators is determined by each faculty member and will be announced in class.
- Scientific calculators are not to be used.
- No cellular phones, tablets permitted.

## II. Cell Phones / Electronic Devices/ Smart Watches

- Cell phones, electronic devices and smart watches are to be silenced during class, lab, clinical, and observational experiences.

## III. Clinical Assignments

- Will be posted by the clinical instructor.
- Instructors will explain guidelines for obtaining client information prior to the start of each clinical experience.
- Student may not provide client care until a clinical instructor is present on the clinical unit.
- Students are not permitted to give client care without first attending an orientation to the facility conducted by the instructor and/or preceptor.
- Client names/relatives' names, etc. may not be used when students are gathering and writing down information concerning assigned clients. (See "Confidentiality" and "HIPAA")
- Students are always to adhere to clinical agency policies and procedures.
- Students who are not prepared for clinical (uniform, assignment, supplies, etc.) may be dismissed at the discretion of the instructor.
- Students are not to interfere with clinical agency personnel performing their duties.
- If student unable to attend another preset clinical section for that course, absence time are completed at the expense of the student beyond 1 day. The student must pay EGCC's business office the full amount of hiring an instructor prior to make-up arrangements being finalized. If the student does not make up the time and/or does not fulfill the financial obligation of the instructor's salary, the student will not be permitted to continue in the program. A grade of "Incomplete" will be recorded for the course correlating with the excess make-up time until all clinical and financial obligations are completed. **A "No Call, No Show" is an immediate failure or the course and readmission would be required to continue in the nursing program if it is the first failure.**

## IV. College Labs

- Only Nursing Students are permitted in the nursing lab: no children or other students.
- Lab coats and student badges required to perform laboratory skills.
- Lab Rules will be posted in simulation rooms. Students will sign agreement to abide by rules.

- No bags, coats, purses, or personal items permitted into the lab setting.
- No food, drinks or gum permitted into the lab setting.

### Clinical Performance Evaluation

- Clinical Experiences are evaluated by the Clinical Instructor using anecdotal records and a clinical performance report. (See individual course syllabus)
- Informal and formal conferences are held with individual students as needed to notify students of their progress.
- Formal Clinical Evaluation review may be scheduled by appointment with instructors at mid-term, at the completion of the clinical rotation, and as needed.
- The evaluation report, Clinical Performance Record, is to be read and signed by the student. The student's signature indicates that the evaluation has been read.
- Students may respond to the evaluation on the "comment" section of the form. The signed evaluation is returned to the clinical instructor who will forward it to the Program Administrator.
- The Grade Evaluation of Clinical Performance is indicated as "P" (Pass) or "N" (Non-Pass).

### Disability Statement

- Students with a disability are responsible for notifying the college that they may need special services. Students must obtain a Health information form from the Admissions Office or the Medical Records Specialist's office, complete the form, and return it to the same office. Pertinent documentation from a medical professional, psychiatrist, and/or psychologist must be provided, and all required forms must be completed. The student should then meet with the Program Director to determine what assistance is available for the student to help achieve academic goals.
- Students requiring special accommodations must identify the specific need in writing and have a physician statement attesting to those needs by the end of the first week of nursing classes. This includes any special testing needs.

### Drug / Alcohol Policy

- There is a "no-tolerance" policy at EGCC concerning the improper use of prescription medications or the use of alcohol and/or illegal drugs.
- If a student's observed behavior gives an instructor cause to believe that the student may be physically or mentally impaired, the instructor with a witness will complete an "Observed Behavior - Reasonable Cause Record." The student must immediately obtain a drug and alcohol screen at the student's expense. If results are positive, the student's situation will be presented to the Academic Standards Committee for review to decide a course of action.
- Refusal to obtain drug/alcohol screening when requested will result in dismissal from the program.
- A random drug screen may be conducted while the student is enrolled in the ADN Program.
- Drug screening is required by prior to the first clinical experience

## Homework

- Homework is given to prepare students to successfully pass the theory exams and the ultimately the NCLEX. No points will be awarded toward the final grade, All assignments are to be completed on time and failure to do so will result in points being awarded to the students based on the ADN Program Deficiency Point System (see Appendices)

## HIPAA

- HIPAA (Health Insurance Portability and Accountability Act) is a Federal Law that was established in 1996. HIPAA provides Standards for protecting individual identifiable health information relating to the care and treatment of a client when it is maintained or transmitted electronically.
- **Specific client identification data may not appear on any document in a student's possession. Client initials only may be utilized.**
- **Clinical facilities may prohibit a student from attending clinical experiences at their sites if the student has violated their confidentiality policy.**

## Blood borne pathogen risk

- All nursing students are required to follow standard blood/body fluid precautions during clinical and college lab experiences to protect themselves and others. This includes hand washing and the use of personal protective equipment: gloves, eyewear, gowns, and masks.
- The following is from "OSHA Bloodborne Pathogens Guidelines" at: [http://www.ehow.com/way\\_5704846\\_osh-bloodborne-pathogens-guidelines](http://www.ehow.com/way_5704846_osh-bloodborne-pathogens-guidelines) (Occupational Safety and Health Administration)
  - OSHA regulations concerning blood borne pathogens cover several aspects of the risks faced by workers who may encounter body fluid or objects contaminated by blood or other body fluids. Pathogens are defined as viruses and germs, notably the hepatitis and HIV viruses that may be in the blood.
  - Contaminated sharps, needles, syringes, or scalpels that have been contact with body fluid should not be bent, recapped, or broken. Instead, they should be placed in an approved container and disposed of properly. According to OSHA guidelines, all workplace facilities and practices must be designed to minimize the possibility of employee exposure to blood borne pathogens, including accidental sticking, or cutting by contaminated sharp objects.
  - OSHA regulations also require employees who are in contact with clients be furnished with a hand-washing station or antiseptic-wash station. Employees should not eat, drink, smoke or apply cosmetics or contact lenses in an area with a likely source of a blood borne pathogen.
  - If an occupational risk of exposure to blood borne pathogens exists, the employer is required to furnish any necessary personal protection equipment. This includes masks, gloves, gowns or aprons and eye protection. These requirements extend beyond the workers directly in contact with the clients to include workers who

encounter clothing, bedding, or medical waste, such as janitors and laundry workers.

- The personal protective gear should be removed as soon as feasible and placed in designated containers for cleaning and decontamination. Any transportation of biological samples requires packaging in leak-proof containers. The containers should be clearly labeled.
- A log of all injuries involving blood borne pathogens should be maintained by the employer. Any worker experiencing a blood borne pathogen incident, such as being stuck by a contaminated needle, should report the incident to the employer and seek proper medical treatment for the injury. Employers are also required to review and update the workplace procedures regarding blood borne pathogens periodically.

See *EGCC College Policy i11 the Catalog; "Control of infectious Disease"* at [www.egcc.edu](http://www.egcc.edu)

### Pregnancy

- Should a student become pregnant prior to enrollment or during the program she must notify the Program Administrator to obtain written approval from her attending physician to remain in the program.
- A copy of the physician's endorsement for continued clinical/class attendance must be placed on file in the College's Health Office prior to the sixth month of pregnancy.
- To ensure the well-being of the student and her baby, the student will be permitted to participate in those courses involving clinical experiences after her sixth month of pregnancy only with her physician's written endorsement.
- Should a pregnancy complication necessitate a student's withdrawal from the program, the Academic Standards Committee would approve readmission based on her academic standing at the time of withdrawal.

### Recording Devices

- A student is not permitted to video or audio record a lecture or class presentation without instructor consent.
- A student is not permitted to video or audio record at a clinical agency.

### Smoking

- EGCC is a smoke free campus. Students are not to smoke during clinical hours per cooperating agency policy.

## Transcript Requests

- Transcript requests must be made to the Student Information Center in writing and signed by the student.
- Transcript Request Forms are available from the Student Information Center.
- A student will be required to sign for release of academic records before a copy of the transcript is released.
- A fee of \$10.00 will be charged for all copies. The fee is payable when the transcript is requested.
- Students should allow 24 hours for processing of transcripts and other official documents.

## Websites

EGCC – [www.egcc.edu](http://www.egcc.edu)

National Council of State Boards of Nursing – [www.ncsbn.org](http://www.ncsbn.org)

Ohio Board of Nursing – [www.nursing.ohio.gov](http://www.nursing.ohio.gov)

National Council of State Boards of Nursing (NCLEX) – [pearson.vue.com](http://pearson.vue.com)

# AFTER GRADUATION



## Associate Degree Nursing Program Requirements for Graduation from EGCC

- Completion of all courses included in the curriculum plan with a cumulative point average of a 2.0 (C).
- Achievement of a 2.0 (C) in each technical and technically related nursing course and a passing (P) in each college laboratory and clinical experience.
- To meet graduation requirements, all senior students must successfully complete the mandatory 3-day live review. A mandatory NCLEX 3-day live Review Course is offered at the conclusion of the Program and is included in the ATI fee applied to student account at the start of the Associate Degree of Nursing Program.
- Students must have an official copy of their high school transcript or GED score on file with the college before graduation is permitted.
- For LPN graduates, Students must have an official copy of their Practical Nursing School transcript on file and a valid LPN license with the college before graduation is permitted.
- Submission of a Graduation Candidacy Request form.
- All financial obligations are to be satisfied in the College Business Office.
- Students who wish to participate in graduation must pay the cost of the cap and gown rental.
- All students completing the ADN Program are strongly encouraged to participate in the graduation ceremony.

## NCLEX-RN Requirements

- Application fees may vary in other states.
- The Ohio Board of Nursing will review your:
  - Application
  - EGCC Certificate of Completion (PLC)
  - Criminal Background Results

## Application for Ohio Licensure

- The Ohio Board of Nursing requires the candidate to answer personal questions on the application for licensure.
- Based on the applicants' responses the Board of Nursing may conduct an evaluation of the applicants' eligibility requirements.
- Included are questions concerning the applicants' mental health status during the last five years
- Individuals with a history of a mental health disorder will find it to their advantage to remain in compliance with their treatment regimen.

When Ohio Board of Nursing has approved your application, you can apply to take the NCLEX-RN exam. Application forms may be accessed online at the Ohio Board of Nursing website: [www.nursing.ohio.gov](http://www.nursing.ohio.gov). Electronic fingerprinting results are valid for one year. These results must be electronically forwarded to the: Ohio Board of Nursing to apply for RN licensure.

## Information Asked by the Ohio Board of Nursing When Applying for Licensure

It is the responsibility of each applicant for Ohio licensure as a Registered Nurse to accurately fill out all areas of the application form for licensure. It is the responsibility of the Board of Nursing (Board), under section 4723.28 of the Ohio Revised Code (ORC) to consider certain matters prior to granting licensure.

The following is Section 6 of the current Application for Licensure by Examination and identifies the action to be taken in the event of "yes" answer (s) to any question.

### Compliance

Please check the appropriate boxes.

- |   |            |           |
|---|------------|-----------|
| 1. Have you ever been licensed to practice nursing in Ohio?   | <b>Yes</b> | <b>No</b> |
| If yes, indicate license number and contact the Ohio Board of Nursing before completing this application. _____ |            |           |

- |  |            |           |
|--|------------|-----------|
| 2. Have you ever been licensed to practice nursing in any state (other than Ohio), commonwealth?   | <b>Yes</b> | <b>No</b> |
| 3. Have you ever been convicted of, found guilty of, pled guilty to, pled no contest to entered an Alford plea, received treatment or intervention in lieu of conviction, or received diversion for any of the following crimes (this includes crimes that have been expunged if the crime has a direct and substantial relationship to nursing practice)? |            |           |

Place a check mark in the box beside all that apply:

- A misdemeanor committed during practice in Ohio, another state, commonwealth, territory, province, or country?
- A felony in Ohio, another state, commonwealth, territory, province, or country?
- A crime involving gross immorality or moral turpitude in Ohio, another state, commonwealth, territory, province, or country?
- A violation of any municipal, county, state, commonwealth, or federal drug law. This does not include alcohol related offenses.

If you checked "Yes" to a box above, please provide the Board with a personal summary of events including the date, county and state in which the events occurred (attach a separate sheet to this application), and a copy of the indictment(s), plea(s), journal entry(s) from the appropriate court.

- |  |            |           |
|--|------------|-----------|
| 4. Has any board, bureau, department, agency or other public body, including those in Ohio, in any way limited, restricted, suspended, or revoked any professional license or certificate granted to you, placed you on probation, imposed a fine, censure or reprimand against you? Have you ever voluntarily surrendered, resigned, or otherwise forfeited any professional license, certificate, or registration. | <b>Yes</b> | <b>No</b> |
|--|------------|-----------|

- |  |            |           |
|--|------------|-----------|
| 5. Have you ever, for any reason, been denied licensure or prelicensure, application for licensure or prelicensure, or the privilege of taking an examination, in any state (including Ohio), commonwealth, territory, province, or country?   | <b>Yes</b> | <b>No</b> |
| 6. Have you ever been notified of any current investigation of you, or have you ever been notified of any formal charges, allegations, or complaints filed against you by any board, bureau, department, agency, or other public body, including those in Ohio, with respects to a professional license? | <b>Yes</b> | <b>No</b> |
| 7. Have you been treated for pedophilia, exhibitionism, voyeurism?   | <b>Yes</b> | <b>No</b> |
| 8. Within the last five years, have you been diagnosed with or have you been treated for bipolar disorder, schizophrenia, paranoia, or any other psychotic disorder?   | <b>YES</b> | <b>No</b> |
| 9. Have you, since attaining the age of eighteen or within the last five years, whichever period is sooner, been admitted to a hospital or other facility for the treatment of bipolar disorder, schizophrenia, paranoia, or any other psychotic disorder?   | <b>Yes</b> | <b>No</b> |

If you answered “Yes” to question 8 or 9, please provide details on a separate sheet, including date(s) of diagnosis or treatment, and a description of your present condition. Include the name, current mailing address, and telephone number of each person who treated you, as well as each facility where you received treatment, and the reason for treatment. Have each treating physician submit a letter detailing the dates of treatment, diagnosis, and prognosis.

10. “Currently” does not mean on the day of, or even weeks or months preceding the completion of this application. Rather, it means recently enough so that the use of drugs may have an ongoing impact on one’s functioning as a licensee, or within the past two years.

“Illegal use of chemical substance or controlled substance” means the use of chemical substances or controlled substances obtained illegally (e.g. heroin, cocaine, or methamphetamine) as well as the use of controlled substances, which are not obtained pursuant to a valid prescription, or not taken in accordance with the direction of a licensed healthcare practitioner.

Are you currently engaged in the illegal use of chemical substances or controlled substances?	<b>Yes</b>	<b>No</b>
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If you answered “Yes”, are you currently participating in a supervised rehabilitation program or professional assistance program which monitors you to assure that you are not illegally using chemical substance or controlled substances?	<b>Yes</b>	<b>No</b>
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- |  |            |           |
|--|------------|-----------|
| 11. Have you ever entered an agreement of any kind, whether oral or written, with respect to a professional license in lieu of or to avoid formal disciplinary action with board, bureau, department, agency, or other public body, including those in Ohio? | <b>Yes</b> | <b>No</b> |
|--|------------|-----------|
12. If you are participating in a program that is monitoring you, please provide on a separate sheet, information about the monitoring. Rehabilitation, or professional assistance program, and cause the respective program to provide information detailing your participation in and compliance with the program. The information is to be forwarded to the licensure unit.

## NCLEX Examination Information

Information is from the Ohio Board of Nursing website:

<https://nursing.ohio.gov/wp-content/uploads/2021/09/Student-Checklist-Sept2021.pdf>

The Pearson Vue website is: <http://www.pearsonvue.com>

- The National Nursing Licensure Examination (NCLEX® examination) is administered by VUE (a NCS Pearson business) to all RN candidates.
- There is a fee for taking the NCLEX® examination.
- NCLEX® examination registrations are effective for one year during which time a board of nursing may determine the candidate's eligibility.
- Follow the steps below to register for the NCLEX® examination:
  1. Apply for licensure to the Board of Nursing along with the application fee.
  2. If you are an Ohio nursing school graduate, your nursing program must send the Board a letter of completion.
  3. If you are not a graduate of an Ohio nursing school, your nursing program must send the Board an official transcript.
  4. If you entered your nursing program on or after June 1, 2003, you must submit two fingerprint cards to the Ohio Bureau of Criminal Identification and Investigation for a criminal record check.
  5. Register with VUE through the web mail or telephone. You may obtain an NCLEX® bulletin, Ohio application, and fingerprint cards by contacting the Board of Nursing.
  6. If you are retaking the NCLEX examination, you must wait 45 days after your last scheduled testing session to re- test.
- Candidates may access their unofficial results, after only 48 hours, through a service offered by the National Council of State Boards of Nursing (NCSBN) and NCS Pearson called Quick Results. Candidates can use either the Internet or a telephone for the pay per use service, which will cost a fee each time a candidate accesses the service.
- The NCLEX® candidate website is [www.vue.com/nclex](http://www.vue.com/nclex) and the toll free number is 1-866-496-2539, Monday-Friday, 7 am to 7 pm, U.S. Central Standard Time.
- Candidates with hearing impairments who use a Telecommunications Device (TDD) may call 1-800-627-3529. This service is available 24 hours a day, seven days a week.
- Candidates who pass the examination will receive their nursing license within 7-10 business days from the date they took the examination.
- Beginning January 1, 2004, candidates who do not pass the examination may repeat the examination after a waiting period of 45 days.
- The candidate must re-register with the Board on the form provided to them with their examination results and pay the re-registration fee of \$75.00. The candidate must also re-register with NCS Pearson and pay the test fee of \$200.00.
- If candidates have any questions, please contact the Board at 614-466-3947 (follow the prompts to Licensure and Examination or contact [www.licensure@nur.state.oh.us](mailto:www.licensure@nur.state.oh.us))
- Students who received accommodations in nursing school can request accommodations for NCLEX

### Studying for the NCLEX

- Students are encouraged to use two forms of studying for the NCLEX.
- ATI provides the student with the ability to gain the “greenlight” to test. Obtaining the “greenlight” gives the student the best chance of passing the NCLEX.
- A mandatory NCLEX 3-day live Review Course is scheduled at the conclusion of the Program and is included in the ATI fee applied to student account at the start of the Associate Degree of Nursing Program. All students **must attend** the 3-day live review to complete the program

# APPENDICES

## ADVANCED STANDING POLICY

This option is designed for Licensed Practical Nurses (LPN's) and Certified Health Care Workers Respiratory Therapists (RT's), Paramedics and Medical Assistants (MA's) who want to earn an AAS Nursing Degree. Graduates of these tracks are eligible to take the National Council Licensure Exam (NCLEX) to become a Registered Nurse.

### LPN Applicants

To help Licensed Practical Nurses become Registered Nurses, the Nursing faculty allows advanced standing in the College's Associate Degree Nursing (ADN) Program. To be accepted for advanced standing, the student must:

- Have graduated from an approved School of Practical Nursing
- Hold a current unencumbered license.
- To receive advanced standing and be admitted to the nursing program. The student must also complete all required pre-requisite courses with a "C" or better.
- Complete a five credit LPN to RN Transition course (NUR 201)

An LPN who earns a grade of "C" or better in this transition course is able to continue in the nursing program with advanced standing and receive 3 academic credits NUR999 - Nursing proficiency granted for prior courses for completion and licensure at the completion of NUR 201.

### Certified Health Care Workers Applicants

To help Certified Health Care Workers, become Registered Nurses, the Nursing faculty allows advanced standing in the College's Associate Degree Nursing (ADN) Program. To be accepted for advanced standing, the student must:

- Must hold a current certification in their field Medical Assistants (CMA/RMA), Respiratory Therapists (CRT) and Paramedics (NRP).
- Complete all pre-requisite courses with a "C" or better.

A Certified Healthcare worker who completes a six credit NUR 103 Transition Course with a grade of "C" or better is able to continue in the program with advanced standing and receive 2 credits NUR 999 - Nursing Proficiency granted for completion of MA, RT or Paramedic training and certification at the completion of NUR 103.

Admission to Eastern Gateway Community College does not imply acceptance into the ADN program. Students must apply and be accepted into the program. Once admitted, advanced standing students must follow the curriculum sequence in effect at the time of admission and adhere to the student academic and progression policies designated in the ADN Student Handbook.

For more information about the Associate Degree Nursing Program contact the Nursing Program Administrator  
 Steubenville: 740-264-5591 Youngstown: 330-480-0726 x2109

## ESTIMATED PROGRAM COSTS

### First Year

Physical Exam, TBT Test, Flu Shot, Immunizations/Tracking, FBI/BCI Background check Drug Screening	0 - \$100
CPR Course (BLS-C)	\$60 - \$120
Texts	\$300 - \$500 / semester
Lab Fees	\$40 / semester
Equipment	\$50
Uniforms / Shoes	\$200
ATI	\$2800
Fees Access / Tech*	\$100
Castle Branch	\$175 first year, \$ 35 second year

### Second Year

BLS (CPR)	\$50
TB Test	\$7 - \$10
Flu Shot	\$25
Texts	\$200 / semester
Lab Fees	\$105
ATI Fees*	\$1,000
State Licensure Application	\$75 (Ohio)
Fingerprinting, FBI / SCI Checks to OBN	\$75
NCLEX Exam*	\$300
Graduation Fee	\$65



Requirement		Due Date
<b>History and Physical Exam</b>	Exam* by Primary Health Care Provider on the Nursing H&P form	<b>Due by the beginning of first semester</b>
<b>Measles, Mumps, Rubella (MMR) Immunity</b>	Positive Titer for measles, mumps, and rubella virus	<b>Waived if student born before 1957</b>
<b>Varicella (Chicken Pox) Immunity</b>	Positive Varicella Titer Test	<b>Due by the first semester</b>
<b>Hepatitis B Immunity</b>	<p>Positive Hepatitis B Surface Antibody (HBs AB) Titer</p> <p>*If it is negative, begin Hepatitis B Series:  <b>First dose upon admission</b>                      Second dose 1 month after dose #1                      Third dose 6 months after dose #2</p>	<p>If HBsAb is negative, a second series of 3 Hepatitis Vaccine injections or a booster is required. Then, a positive HBsAB titer 1-2 months after 3n1 dose of vaccination is required.</p> <p><b>Required by first Monday in November/April first semester and every year thereafter</b></p>
<b>Tdap</b>	Tdap* (Tetanus, Diphtheria, and Pertussis) Vaccine is required one time. These need updated every 10 years.	If pregnant, need to get repeat doses of Tdap with each pregnancy
<b>Influenza</b>	Seasonal Flu Vaccine	<b>Required by beginning of first semester and every year thereafter</b>
<b>TB Test</b>	<p>TB 2-Step initial.                      Mantoux TB test Annually.                      If positive, follow-up with a health care provider and a negative chest x-ray result is required.                      QuantiFERON blood testing is also acceptable.</p>	<p><b>Required Initial Two-step testing (1-3 weeks apart). Then one TB test is required annually thereafter.</b></p> <p><b>Required by beginning of first semester and every year thereafter</b></p>
<b>CPR</b>	<i>American Heart Association</i> Basic Life Support (BLS) Certification for Health Care Provider. This includes adult, child, infant and AED training.	<b>Required and must be kept current. Required first semester and every year thereafter</b>
<b>Drug Screening</b>	Negative Drug Screen	<b>Required first semester and every year thereafter</b>
<b>Criminal Background Check</b>	Fingerprinting for BCI & I & FBI checks	<b>Required on admission</b>

## Ohio Board of Nursing

[www.nursing.ohio.gov](http://www.nursing.ohio.gov) • 17 S. High Street, Suite 660 • Columbus, Ohio 43215-3466 • 614-466-3947

## CRIMINAL HISTORY FACT SHEET

Currently, there are eleven offenses that are automatic bars to obtaining a nursing license for applicants who entered a prelicensure nursing education program after June 1, 2003. This means that the Board of Nursing (Board) is prohibited from issuing a license to a person who has pled guilty to, been convicted of, or has a judicial finding of guilt for one of the offenses listed.

• Aggravated Murder • Murder • Voluntary Manslaughter • Felonious Assault • Kidnapping • Rape • Aggravated Robbery • Aggravated Burglary • Sexual Battery • Gross Sexual Imposition • Aggravated Arson • or a substantially similar law of another state.

The Board is also prohibited from issuing a license to a person who is required to register as a sex offender.

In addition, the Board may propose to deny an application, or place restrictions on a license granted, for a conviction of, a plea of guilty to, a judicial finding of guilt of, a judicial finding of guilt resulting from a plea of no contest to, or a judicial finding of eligibility for intervention in lieu of conviction for the following: (1) any felony (that is not an absolute bar); (2) a crime involving gross immorality or moral turpitude; a misdemeanor drug law violation; or a misdemeanor during practice. Regarding these four types of offenses, the Board is unable to advise or give a definitive answer about the effect a criminal history will have on the ability to obtain a nursing license in the State of Ohio.

The Board does not have the authority to make a determination or adjudication until an application has been filed. If an applicant has a criminal history, the Board conducts a thorough investigation and considers a number of factors, including but not limited to: whether the applicant has made restitution, completed probation and/or otherwise been rehabilitated; the age of the offense; the facts and circumstances underlying the offense; and the total number and pattern of offenses.

Please also be advised that although the Board may grant a license to an applicant who has a criminal offense history, an individual may be restricted from working in certain settings based on his or her criminal history due to federal and state laws, which require criminal records checks prior to employment in certain settings, and which may impose absolute or discretionary bars to employment in certain patient care settings, for example, in facilities or settings involving care provided to older adults or children. See *e.g.*, *Ohio Administrative Code Chapter 3701-13*.

Similarly, the Board cannot answer questions regarding one's eligibility to attend nursing school or participate in clinical instruction. Nursing programs vary regarding enrollment criteria, so it is recommended that you contact the nursing program to determine whether you are eligible to enroll.

## CODE OF ETHICS FOR NURSES

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

# NURSING STUDENT POLICIES

## Drug Screening Policy

**Purpose:** To provide a safe working environment, area hospitals and other institutions are requiring individuals who provide care to patients to undergo drug testing. For this reason, students in the Associate Degree Nursing Program will undergo similar testing to meet the criteria of clinical agencies. Therefore, passing a drug screen test prior to engaging in a clinical course is a requirement for all students in the ADN program. In addition, a clinical facility or the Nursing Program may require a student to submit and pass random drug screening analysis to remain at a clinical facility.

**Policy:** This policy applies to all Eastern Gateway Community College Nursing students. All students admitted to the ADN program are required to complete clinical coursework at a hospital, clinic, or other healthcare facility to complete their degree requirements. The purpose of this policy is to notify students in the ADN program that all students in the program must submit to a drug screen as stated in this policy and test negative before engaging in clinical activity associated with the program. Any student who engages in conduct prohibited by this policy, tests positive for drugs, or who does not comply with any notice, request, or procedure provided for herein, shall be withdrawn from all clinical courses, and may be dismissed from the ADN program.

1. Student progression in the nursing program is contingent upon the student passing a drug screen. A drug screening result indicating dilution of the sample will require a repeat drug test. The student is responsible for the cost of the drug screening. The screening must be completed by the first Monday in November/April of the first semester in the nursing program.
2. Failure or refusal to comply with this drug screening policy will be grounds for dismissal from the program. Any attempt to delay, hinder or tamper with any testing will be considered a refusal to comply with this policy. In addition, failure, or refusal to comply with any aspect of this drug screening policy may be reported to the Nursing Program Administrator for possibly disciplinary action in accordance with the College Student Code of Conduct
3. In the event of a positive drug screening result indicating use of an illegal drug or controlled substance without a legal prescription, the student will be withdrawn from all clinical courses. And may be dismissed from the ADN program.
4. Students may be permitted to take legally prescribed and/or over-the-counter medications consistent with appropriate medical treatment plans while on duty. This must be documented on the physical form on file in the nursing program administration office. However, when such prescribed or over-the-counter medications affect clinical judgement, the student's safety or the safety of others, the student may be removed from clinical activities. The Academic Standards Committee may be consulted to determine if the student is capable of continuing to participate in academic and clinical programs.
5. If at any time faculty or an administrator suspects a student is impaired due to drug or alcohol use while on the clinical, classroom, or campus areas, the student will be removed from the area and may be required to undergo immediate testing for drug and alcohol use at the student's expense. Impaired students will not be permitted to drive and must bear the cost of transportation. The student will be suspended from all clinical activities until the investigation into the situation is complete.
6. Referrals for evaluation and counseling for drug and/or alcohol use will be a part of a plan for a student with a positive screening or incident related to drug or alcohol use.
7. Random drug testing can be implemented at any time without notice.

### Social Media Policy

Social media can benefit the learning experience of students. However, this media must always be used appropriately with confidentiality and privacy maintained.

No personal phone calls or texting are permitted while in patient areas or in the classroom. If an emergency arises during class, the student is asked to leave the room to respond to the phone call or text.

## CLINICAL RESOURCES

- Clinical resources- (Drug Handbook, Lab-values) may be accessed on a cell phone or PDA during clinical. Permission to use these resources must be obtained from faculty and the clinical facility. If these resources are on a cell phone, it is expected that the cell phone will be silenced.
- Use of computers (PDAs, Notebooks, iPads, etc.) in the classroom are restricted to note taking and classroom activities. Other use is distracting to fellow students and those in proximity.
- No pictures or videotaping may be taken of faculty or fellow students without their consent.
- No pictures or videotaping may be taken of patients/patient families.
- Students are expected to abide by the following guidelines, "*How to Avoid Disclosing Confidential Patient Information*", developed for nurses by the National Council of State Boards of Nursing:
  - With awareness and caution, nurses [nursing students] can avoid inadvertently disclosing confidential or private information about patients. The following guidelines are intended to minimize the risks of using social media:
    - Nurses [nursing students] must recognize that they always have an ethical and legal obligation to maintain patient privacy and confidentiality.
    - Nurses [nursing students] are strictly prohibited from transmitting by way of any electronic media any patient-related data, [nursing. Students] are restricted from transmitting any information that may be reasonable anticipated to violate patient rights to confidentiality or privacy, or otherwise degrade or embarrass the patient.
    - Nurses [nursing students] must not share, post, or otherwise disseminate any information or images about a patient or information gained in the nurse/patient relationship with anyone unless there is a patient-care-related need to disclose the information or other legal obligations to do so.
    - Nurses [nursing students] must not identify patients by name, or post or publish information that may lead to the identification of a patient. Limiting access to posting through privacy settings is not sufficient to ensure privacy.

- Nurses [nursing students] must not refer to patients in a disparaging manner, even if the patient is not identified.
- Nurses [nursing students] must not take photos or videos of patients on personal devices, including cell phones. Nurses [nursing students] should follow employer [clinical facility] policies for taking photographs or videos of patients for treatment or other legitimate purposes using employer-provided devices.
- Nurses [nursing students] must maintain professional boundaries in the use of electronic media. Like in-person relationships, the nurse [nursing student] has an obligation to establish, communicate and enforce professional boundaries with patients in the online environment. Use caution when having online social contact with patients or former patients. Online contact with patients or former patients, blurs the distinction between a professional and personal relationship. The fact that a patient may initiate contact with the nurse [nursing student] does not permit the nurse [nursing student] to engage in a personal relationship with the patient.
- Nurses [nursing students] must consult employer [clinical facility] policies or an appropriate leader within the organization for guidance regarding work related postings.
- Nurses [nursing students] are legally responsible for individual postings and may be subject to liability if individual postings are found defamatory, harassing, or in violation of any other applicable law,
- Nurses [nursing students] are legally liable for postings on your own site and on the sites of others. This includes commentary deemed to be copyrighted, defamatory, or obscene (as defined by the courts).
- Students who share confidential or unprofessional information do so at the risk of disciplinary action including failure in a course and/or dismissal from the program.
- Nurses [nursing students] must promptly report any identified breach of confidentiality or privacy.
- Nurses [nursing students] must be aware of and comply with employer [College/clinical facility] policies regarding use of employer-owned computers, cameras, and other electronic devices, and use of personal devices in the workplace.
- Nurses [nursing students] must not post content or otherwise speak on behalf of the employer [college]. Unless authorized to do so must follow all applicable policies of the employer [college].

*\*A Nurse's Guide to the Use of Social Media: Reprinted with the permission of the National Council of State Boards of Nursing National Council of State Boards of Nursing: Chicago, IL 60601*

How to Avoid Disclosing Confidential Patient Information, pp.12-13

Violation of this policy will result in removal from the course and associated clinical.

# STANDARD TESTING POLICY

## Philosophy

Eastern Gateway Community college utilizes Assessment Technologies Inc. (ATI) which offers a framework designed to enhance student academic and NCLEX success. The comprehensive program offers multiple assessment indicators and remediation activities. Assessments help the student to identify what they know as well as areas requiring active learning and review. A Systematic evaluation of the total nursing program is an essential, ongoing activity. Data from student testing and remediation are used for the program's quality improvement and outcome evaluation.

## Standardized Tests

Standardized tests are a fair and objective measure of student achievement. A standardized format coupled with computerized scoring is used to promote academic and NCLEX success. There are mandatory practice assessments and proctored assessments scheduled during each nursing course. See the ATI RN NCLEX Success Plan.

## Objectives

The testing program has been planned to:

1. Appraise students on their achievement at various stages of their program.
2. Assist the faculty in monitoring the effectiveness of the curriculum and identifying areas that may require modification.
3. Enable faculty to evaluate specific course or program objectives in terms of nationally acceptable objectives in nursing and to compare scores of students in the program with those of students throughout the country.
4. Assist the student in preparing for the National Council Licensure Examination for registered Nurses.

## Implementation

ATI standardized tests will be administered in each nursing course: NUR 102, NUR 103, NUR 201, NUR 200, NUR 203, NUR 204, NUR 205, NUR 206, NUR 207, and NUR 208. See ATI RN NCLEX SUCCESS PLAN.



# ATI RN NCLEX SUCCESS PLAN

## NUR 201 (LPN to RN) / NUR 103 (HCW to RN) / NUR 102 (ADN)

- ATI Nurse Logic, Achieve, Learning System, Skills modules
- Fundamentals Practice Assessment A&B
- ATI Fundamentals Proctored Assessment
- Critical Thinking Entrance Exam

## NUR 200

- ATI Learning System Practice Test - Dermatologic
- ATI Learning System Practice Test - Immune & Infections
- ATI Tutorial Pharmacology Made Easy, Skills modules
- Targeted medical - surgical 2019: Immune
- Targeted medical- surgical 2019: Fluid & Electrolytes, acid base imbalances
- Nutrition Practice Assessment A&B
- ATI Nutrition Proctored Assessment

## NUR 203

- ATI Pharmacology Made Easy
- ATI Mental Health Learning System
- ATI Mental Health Practice Assessment A&B
- ATI Mental Health Proctored Assessment

## NUR 204

- ATI Maternal-newborn Practice A&B
- ATI Learning System: Maternal-Newborn I
- ATI Skills Module Maternal-Newborn Care
- ATI Maternal Proctored Assessment

## NUR 205

- ATI RN Nursing Care of Children Practice Assessment A&B
- ATI Learning System: Care of Children
- ATI Skills Module: Physical Assessment - Child
- ATI Pediatric Proctored Assessment

## NUR 206

- ATI Learning System Dynamic quizzes- Respiratory, Cardiovascular, Gastrointestinal, Pharmacology
- ATI Targeted medical-surgical 2019: Respiratory
- ATI Targeted medical-surgical 2019: Cardiovascular
- ATI Targeted medical-surgical 2019: Peri-op
- ATI Targeted medical-surgical 2019: Gastrointestinal
- ATI Pharmacology Practice Assessment A&B
- ATI Community Practice Assessment A&B
- ATI Pharmacology Proctored Assessment
- ATI Community Health Proctored Assessment

**NUR 207**

- ATI Adult Medical-Surgical Practice A&B
- ATI Pharmacology Made Easy
- ATI Targeted medical-surgical 2019 Neurosensory and Musculoskeletal
- ATI Targeted medical-surgical 2019 Endocrine
- ATI Targeted medical-surgical 2019 Renal/Urinary
- ATI Medical-Surgical Proctored Assessment

**NUR 208**

- ATI RN Leadership Practice A&B
- ATI Learning System Leadership
- ATI Critical Thinking Exit Exam
- ATI Leadership Proctored Assessment
- CAPSTONE
  - 8-week Capstone Course Week 3-10
  - VATI 6 weeks pre-graduation & 2 weeks post-graduation
  - Capstone Comprehensive Assessment A/B
  - ATI Comprehensive Predictor Practice Assessment
  - ATI Comprehensive Predictor Proctored Assessment
- ATI MANDATORY 3-DAY LIVE REVIEW – after finals week

**ATI Grading** – Syllabus

**ATI Remediation** – Syllabus\*\* Remediation BINDERS to be used with Focused Review/Topics to Review

**ATI Practice Assessments** - Must achieve 90% on all practice exam(s) to take the proctored assessment(s) at the end of the semester. This will be your "ticket" to sit for the proctored assessment. You will earn homework points for completing these practice assessments. These assessments are mandatory.

**Note:** If there are two practice exams, then both must be complete with at least a 90% to sit for the proctored exam.

**ATI Proctored Assessments** – Exam grades

Below Level 1= 0/20 points be required to repeat the assessment. You will remediate (1 hr. minimum - level I, 2 hr. minimum below level I) and have one more chance to take the assessment prior to the completion of the course. You must obtain a level I or higher on this repeat assessment to pass the course. If a below Level I is received on the second attempt, you will fail the course and not be permitted to progress to the next semester.

Level I= 16/20 points

Level II = 18/20 points

Level III= 20/20 points

## TECHNICAL STANDARDS

Nurses must possess sufficient physical and cognitive ability, emotional stability, and communication skills required to deliver safe, competent nursing care. Students admitted to the Nursing program must meet the following technical standards/essential functions to successfully complete required Program Competencies and be employable as a nurse.

**Visual Acuity:** The student must have adequate eyesight to:

1. Perform close and distance visual activities involving objects, persons, and paperwork, as well as discriminate depth and color perception.
2. Prepare correct medication dosages including aspiration of medication into a syringe.
3. Read typed and legible, handwritten words and numbers on clients' records, medication labels, or computer printouts.
4. Interpret and enter lines or points on a graph.

**Hearing Ability:** The student must be able to hear sufficiently to:

1. Perform auscultations without auditory impediment.
2. Understand a normal speaking voice without viewing the speaker's face.
3. Respond and react immediately to auditory instructions/requests, monitor equipment.
4. Follow verbal instructions.

**Olfactory Ability:** The students must possess an adequate sense of smell to:

1. Detect odors of bodily fluids or spoiled foods.
2. Detect smoke from burning materials.

**Verbal Skills:** The student must possess sufficient verbal skills to:

1. Speak clearly to clients, families, and staff.
2. Understand the verbal communication of English-speaking clients.

**Fine Motor Skills:** The student must possess adequate fine motor skills/manual dexterity to:

1. Manipulate small objects in a safe and accurate manner. Examples include, but are not limited to:
  - a. use of assessment equipment
  - b. suture and staple removal
  - c. preparation and administration of oral, topical, and parenteral medications;
2. Write legibly onto documents and chart.

**Tactile Ability:** The student must possess sufficient tactile ability to:

1. Detect changes in skin temperature.
2. Detect unsafe temperature levels in heat-producing devices used in client care.
3. Perform palpation, percussion and other assessment maneuvers to detect anatomical abnormalities such as subcutaneous crepitus, edema, or infiltrated intravenous fluid.
4. Discriminate between sharp/dull and hot/cold when using hands.

**Physical Mobility and Strength:** The student must possess sufficient physical ability to:

1. Frequently work in a standing position and do frequent walking.
2. Lift and transfer patients up to 6 inches from a stooped position, then push or pull the weight up to 3 feet.
3. Physically apply up to 20 pounds of pressure to bleeding sites or in performing resuscitation measures.
4. Physically support a weak and/or unstable client to walk, stand, sit, or lie down.
5. Bend and squat to assist a client on the floor.
6. Hang enteral feeding bottles/bags at shoulder or higher level onto JV pole.
7. Lift and transfer patients from a seated to an upright position: bed-to-chair and chair-to-bed transfers.
8. Physically perform a 12-hour clinical experience.

**Physical Health and Endurance:** The student must possess adequate health and endurance to:

1. Care for assigned clients in any of the following situations: contact, respiratory, droplet, or reverse isolation.
2. Complete all required scheduled clinical laboratory experiences in a variety of health care facilities.
3. Complete all health requirements of Program prior to the first clinical rotation. History/Physical Health requirements Form will be provided after admission into the Program.

**Emotional Stability:** The student must possess sufficient emotional stability to:

1. Function effectively under stress maintaining personal and patient safety.
2. Adapt to changing situations.
3. Follow through on assigned client care responsibilities.
4. Examples include, but are not limited to:
  - a. dealing with the unexpected (i.e. frequently changing client status; death and dying).
  - b. Handling strong emotions of client, family, staff.
  - c. Complying with HIPAA regulations and maintaining client confidentiality.
  - d. Making timely decisions under stressful situations.

**Cognitive Ability:** The student must possess sufficient cognitive ability to:

1. Respond appropriately to changing or emergency situations with sustained attention.
2. Perform math computations for medication dosage calculations both with and without a calculator.
3. Demonstrate critical thinking and problem-solving skills utilizing both long and short-term memory, predicting possible outcomes, application of knowledge, and evaluation of predicted outcomes at appropriate level for point in the LPN to ADN program.
4. Utilize the nursing process in a systematic way.
5. Demonstrate organizational skills to administer and complete client care in a timely manner.
6. Communicate effectively in writing, using appropriate grammar, vocabulary, and word usage.

7. Identify and carry out procedures that prevent the spread of infection (i.e.) frequent handwashing, using personal protective equipment such as a mask and gloves, etc.

**Professional Appearance and Behavior:** When representing EGCC in clinical facilities, the student must:

1. Adhere to the dress code outlined in the Student Handbook.
2. Maintain personal hygiene including regular bathing, dental hygiene, and no bodily odors.
3. Avoid the use of heavy perfumes/colognes, smoke odor.
4. Consistently follow HIPAA guidelines, maintaining clinical confidentiality.
5. Speak and act maturely when dealing with clients, families, and other healthcare workers.
6. Follow the ethical and legal responsibilities of an R.N.
7. Criminal Records & Fingerprinting Electronic fingerprinting will be performed.

I understand that if I have been convicted or pled guilty to any of the offenses that are considered an absolute bar, I am NOT eligible to participate in the student nurse clinical experience within the Associate Degree Nursing program at Eastern Gateway Community College at this time. I also understand that some lesser offenses may impede my placement at a clinical site which will affect my ability to progress in the program.

I further understand that placing false or inaccurate information on this statement will lead to my subsequent removal from the student nurse clinical experience and/or from the Associate Degree Nursing program.

If I plead guilty to or I am convicted of any offenses after today's date, I understand that it is my responsibility to inform the Nursing Program Administrator. Failure to do so will result in immediate removal from the student nurse clinical experience and/or Associate Degree Nursing program.

By my signature, I confirm that I have read and performed the above self-evaluation and confirm that I am able to perform the skills listed above.

Please print your name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student \_\_\_\_\_ Course \_\_\_\_\_

**ADN Program Deficiency Point System**  
**THEORY**

Point Value	Occurrence	Date	Date	Date
<b>Tardiness:</b>				
2	<ul style="list-style-type: none"> <li>1-9 minutes late</li> </ul>			
3	<ul style="list-style-type: none"> <li>&gt;10 minutes counts as absence</li> </ul>			
<b>Absence:</b>				
4	<ul style="list-style-type: none"> <li>Notify instructor at least ½ hour prior to scheduled starting time of absence from class</li> </ul>			
5	<ul style="list-style-type: none"> <li>No call / no show for class</li> </ul>			
<b>Dress Code Violations</b>				
2	<ul style="list-style-type: none"> <li>No ID badge, wearing a hat during an exam</li> </ul>			
5	<ul style="list-style-type: none"> <li>Refusing to adjust to dress code after instructor addresses violation with the student</li> </ul>			
<b>Professional Behavior</b>				
3	<ul style="list-style-type: none"> <li>Assignment submitted of poor quality, or gross spelling errors</li> </ul>			
5	<ul style="list-style-type: none"> <li>Assignment not submitted by due date/time</li> </ul>			
5	<ul style="list-style-type: none"> <li>Disrespectful attitude, actions, or language toward instructor, or other instructors/peers</li> </ul>			
<b>Consequences</b>				
≥5	<ul style="list-style-type: none"> <li>Student will receive a deficiency notice with a written improvement plan. Faculty member may, at their discretion, implement a written improvement plan prior to 5-point accumulation to help ensure student access</li> </ul>			
10 or >	<ul style="list-style-type: none"> <li>A student who accumulates 10 or more points will receive an F in the Theory Course associated with the lab</li> <li>There will be no option to withdraw from the course to prevent receiving a failing grade.</li> </ul>			

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_ TOTAL \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Performance Improvement Plan:**

A student who accumulates 5 or more points will receive a deficiency and a written plan to improve performance. If the faculty member notes that the student has had a history of problems with meeting laboratory objectives, a written plan may be implemented prior to the accumulation of 5 points to help ensure the success of the student. This is up to the faculty member's discretion.

**Uncontrollable Circumstances:**

The College and/or instructor may make a decision to not penalize the student or the entire group if occurrence resulted from an uncontrollable circumstance. No points will be given in these circumstances.

Student \_\_\_\_\_ Course \_\_\_\_\_

## ADN Program Deficiency Point System LAB

Point Value	Occurrence	Date	Date	Date
<b>Tardiness:</b>				
2	<ul style="list-style-type: none"> <li>1-9 minutes late</li> </ul>			
3	<ul style="list-style-type: none"> <li>&gt;10 minutes counts as absence</li> </ul>			
<b>Absence:</b>				
4	<ul style="list-style-type: none"> <li>Notify instructor at least ½ hour prior to scheduled starting time of absence from lab</li> </ul>			
5	<ul style="list-style-type: none"> <li>No call / no show for lab and/or check-off day</li> </ul>			
<b>Dress Code Violations</b>				
2	<ul style="list-style-type: none"> <li>No lab coat and/or ID badge</li> </ul>			
5	<ul style="list-style-type: none"> <li>Refusing to adjust to dress code after instructor addresses violation with the student</li> </ul>			
<b>Professional Behavior</b>				
3	<ul style="list-style-type: none"> <li>Assignment submitted of poor quality, or gross spelling errors</li> </ul>			
5	<ul style="list-style-type: none"> <li>Disrespectful attitude, actions, or language toward instructor, or other instructors/peers</li> </ul>			
5	<ul style="list-style-type: none"> <li>Unprepared for lab check-off / did not practice</li> </ul>			
<b>Student laboratory Check-offs</b>				
5	<ul style="list-style-type: none"> <li>Unsuccessful check-off or student changes check-off time to a later time</li> </ul>			
10	<ul style="list-style-type: none"> <li>Second unsuccessful check-off, same skill</li> </ul>			
<b>Consequences</b>				
≥5	<ul style="list-style-type: none"> <li>Student will receive a deficiency notice with a written improvement plan. Faculty member may, at their discretion, implement a written improvement plan prior to 5-point accumulation to help ensure student access</li> </ul>			
10 or >	<ul style="list-style-type: none"> <li>Failure of lab</li> </ul>			
	<ul style="list-style-type: none"> <li>A student who accumulates 10 or more points will receive an F in the Theory Course associated with the lab</li> </ul>			



	There will be no option to withdraw from the course to prevent receiving a failing grade.			
--	---	--	--	--

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_ TOTAL \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Performance Improvement Plan:**

A student who accumulates 5 or more points will receive a deficiency and a written plan to improve performance. If the faculty member notes that the student has had a history of problems with meeting laboratory objectives, a written plan may be implemented prior to the accumulation of 5 points to help ensure the success of the student. This is up to the faculty member's discretion.

**Uncontrollable Circumstances:**

The College and/or instructor may make a decision to not penalize the student or the entire group if occurrence resulted from an uncontrollable circumstance. No points will be given in these circumstances.

Student \_\_\_\_\_ Course \_\_\_\_\_

**ADN Program Deficiency Point System  
CLINICAL**

Point Value	Occurrence	Date	Date	Date
<b>Tardiness:</b>				
<b>5</b>	<ul style="list-style-type: none"> <li>Counts as an Absence (minimum of 1 minute late)</li> </ul>			
<b>Absence:</b>				
<b>5</b>	<ul style="list-style-type: none"> <li>Absence from clinical with notifying instructor at least an hour prior to scheduled starting time</li> </ul>			
<b>10</b>	<ul style="list-style-type: none"> <li><b>No call / no show</b></li> </ul>			
<b>Dress Code Violations</b>				
<b>2</b>	<ul style="list-style-type: none"> <li>Breaking of dress code</li> </ul>			
<b>5</b>	<ul style="list-style-type: none"> <li>Refusing to adjust to dress code after instructor addresses violation with the student</li> </ul>			
<b>Professional Behavior</b>				
<b>3</b>	<ul style="list-style-type: none"> <li>Assignment submitted of poor quality, or gross spelling errors</li> </ul>			
<b>5</b>	<ul style="list-style-type: none"> <li>Disrespectful attitude, actions, or language toward instructor, peers and facility staff</li> </ul>			
<b>5</b>	<ul style="list-style-type: none"> <li>Unprepared for clinical, or unsafe clinical practice</li> </ul>			
<b>Consequences</b>				
<b>≥5</b>	<ul style="list-style-type: none"> <li>Student will receive a deficiency notice with a written improvement plan. Faculty member may, at their discretion, implement a written improvement plan prior to 5-point accumulation to help ensure student access</li> </ul>			
<b>10 or &gt;</b>	<ul style="list-style-type: none"> <li>Failure of clinical</li> </ul>			
	<ul style="list-style-type: none"> <li>A student who accumulates 10 or more points will receive an F in the Theory Course associated with the lab</li> <li>There will be no option to withdraw from the course to prevent receiving a failing grade.</li> </ul>			

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_ TOTAL \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Performance Improvement Plan:**

A student who accumulates 5 or more points will receive a deficiency and a written plan to improve performance. If the faculty member notes that the student has had a history of problems with meeting laboratory objectives, a written plan may be implemented prior to the accumulation of 5 points to help ensure the success of the student. This is up to the faculty member's discretion.

**Uncontrollable Circumstances:**

The College and/or instructor may make a decision to not penalize the student or the entire group if occurrence resulted from an uncontrollable circumstance. No points will be given in these circumstances

## ADN Program Deficiency Point System-additional behaviors

Student \_\_\_\_\_ Date \_\_\_\_\_

1. ( ) Academic/Lab Absence: No Report-Off
2. ( ) Clinical Absence: No Report-Off
3. ( ) Excessive Excused Absences
4. ( ) Leaving Without Permission
5. ( ) Sleeping in Class/Clinical
6. ( ) Dishonesty in Class/Clinical
7. ( ) Lack of Attention/Electronic Distraction
8. ( ) Failure to Follow Instructions in Class/Clinical (Exams, Assignments)
9. ( ) Poor Personal Appearance in Class Clinical
10. ( ) Failure to Comply with Affiliating Agency's Rules
11. ( ) Incomplete Health records that Suspend Clinical Schedule
12. ( ) Insubordinate to Instructor or Personnel
13. ( ) Improper Clinical Uniform
14. ( ) Frequent Tardiness in Class Clinical
15. ( ) Violation: Safety or Rules of Program/College
16. ( ) Incompliance with Clinical Lab Objective/Rules
17. ( ) Lack of Professional Behavior
18. ( ) Unprepared: Class/Clinical Assignment Lab Skills
19. ( ) Other:

SET FORTH ALL FACTS IN DETAIL:

I have read this report.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Instructor: \_\_\_\_\_ Date: \_\_\_\_\_

The above offense(s) have been noted and are filed in the student's official record.

Three (3) offenses will be brought to the attention of the Academic Standards Committee for action.

Signature of Instructor: \_\_\_\_\_ Date: \_\_\_\_\_

OFFENSE NUMBER:      1      2      3

Program Administrator notification: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Dean notification: Date: \_\_\_\_\_ Time: \_\_\_\_\_

## EGCC Observed Behavior – Reasonable Cause Record

Student Name: \_\_\_\_\_

Observation Date & Time: \_\_\_\_\_ Location: \_\_\_\_\_

**Cause for Suspicion:**

**Presence of Drugs and/or Drug paraphernalia (*specify*):**

\_\_\_\_\_

**Appearance of Student (check all that apply):**

- |  |  |
|--|--|
| <input type="checkbox"/> Normal: followed dress code; neat & clean | <input type="checkbox"/> Inappropriate wearing of sunglasses |
| <input type="checkbox"/> Profuse sweating                          | <input type="checkbox"/> Puncture marks                      |
| <input type="checkbox"/> Disheveled                                | <input type="checkbox"/> Runny nose                          |
| <input type="checkbox"/> Dilated / Constricted Pupils              | <input type="checkbox"/> Pallor                              |
| <input type="checkbox"/> Bloodshot eyes                            | <input type="checkbox"/> Alcohol odor noted                  |
| <input type="checkbox"/> Flushed appearance                        | <input type="checkbox"/> Dry mouth: continuously licks lips  |
| <input type="checkbox"/> Inappropriate wearing of bandages         |  |
| <input type="checkbox"/> Other: _____                              |  |

**Behavior/Awareness (check all that apply):**

- |   |  |
|---|--|
| <input type="checkbox"/> Normal: alert & oriented x 3         | <input type="checkbox"/> Disoriented         |
| <input type="checkbox"/> Confused, Inappropriate conversation | <input type="checkbox"/> Dozing/Sleeping     |
| <input type="checkbox"/> Refuses to engage in conversation    | <input type="checkbox"/> Nervousness/tremors |
| <input type="checkbox"/> Flat affect                          | <input type="checkbox"/> Erratic behavior    |
| <input type="checkbox"/> Other: _____                         |  |

**Speech (check all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> Normal: clear, understandable | <input type="checkbox"/> Incoherent speech    |
| <input type="checkbox"/> Slurred/garbled               | <input type="checkbox"/> Slow hesitant speech |
| <input type="checkbox"/> Whispers Inappropriately      |   |
| <input type="checkbox"/> Other: _____                  |   |

**Motor Skills (check all that apply):**

- Normal: steady, upright gait
- Unsteady gait: stumbling, staggering, swaying and falling
- Arms raised for balance
- Other: \_\_\_\_\_
- Reaching for support
- Tremors

**Other Observed Actions or Behavior (*specify*):**

\_\_\_\_\_

\_\_\_\_\_

**Action Taken:**  Student dismissed    Student willingly submits to drug screen    Student refuses drug screen

Other: \_\_\_\_\_

**Witnesses:**

\_\_\_\_\_

*(Signature)* *(Printed Name)*

\_\_\_\_\_

*(Title)* *(Date)* *(Time)*

**Faculty:**

\_\_\_\_\_

Copy sent of notification to Program Administrator:   Date\_\_\_\_\_   Time:\_\_\_\_\_

Notification to Dean:   Date:\_\_\_\_\_   Time:\_\_\_\_\_



Steubenville Youngstown

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Youngstown, OH 44503

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**PERFORMANCE IMPROVEMENT PLAN**

Student \_\_\_\_\_ Date \_\_\_\_\_

A student who accumulates 5 or more points will receive a deficiency and a written plan to improve performance. If the faculty member notes that the student has had a history of problems with meeting laboratory objectives, a written plan may be implemented prior to the accumulation of 5 points to help ensure the success of the student. This is up to the faculty member's discretion.

Description of student behavior:

Current ADN handbook policy:

Plan for improvement:

Consequences of non-adherence to plan:

Student feedback:

Recommendations or comments:

I have read this report and approve of the plan. I have been given the opportunity to ask questions and seek clarification.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Instructor: \_\_\_\_\_ Date: \_\_\_\_\_

Update performance plan: Did student accomplish the plan for success?

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Instructor: \_\_\_\_\_ Date: \_\_\_\_\_

The above offense(s) have been noted and are filed in the student's official record.  
Three (3) offenses will be brought to the attention of the Academic Standards Committee for action.

Signature of Instructor: \_\_\_\_\_ Date: \_\_\_\_\_

OFFENSE NUMBER:      1          2          3



## Rules and Policy Agreement

Upon entering the Nursing Program, I will assume responsibility and accountability for my learning and practice of nursing. To achieve the goal of becoming a Registered Nurse, I will utilize available resources and assume responsibility for professional behaviors.

I have read the rules and policies of Eastern Gateway Community College's Nursing Program as presented in the Student Handbook. I understand these rules and policies and am willing to abide by them. These include, but are not limited to:

1. Academic and health requirements of the ADN Nursing Program
2. Policies of the ADN Program: Grading, Standards, Progression
3. Disciplinary Report
4. Observed Behavior- Reasonable Cause Report
5. Criminal Background Check/Drug Screening
6. Student Conduct, Clinical Performance, Scope of Practice
7. Technical Standards
8. Course-specific information is to be presented in course syllabi and reviewed by the instructors.
9. Information provided in the College Catalog is also recognized as applicable to Bridge to RN Nursing Program students.

I understand that this signed statement is a requirement for continuation in the Bridge to RN Nursing Program and that it will be filed in my student records.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

\*\*Please return this signed statement to your instructor by the end of the second class.

**STUDENT COPY**

## Safety Procedures Related to Clinical Practice

This procedure has been considered and adopted in accordance with the current consensus of the medical and scientific community that the disease cannot be transmitted by casual body contact typical of the workplace. Should it ever appear that the implementation of this procedure presents a danger to our students. The college reserves the right in the sole discretion of the college to make appropriate revisions. The risk of contracting Hepatitis B is greater than the risk of contracting AIDS. Therefore, recommendation for the control of Hepatitis B infection will effectively prevent the spread of AIDS. All such recommendations are therefore incorporated herein.

1. Sharp items, (needled, scalpel, blades, and other sharp instruments) should be considered as potentially infective and be handled with extraordinary care to prevent accidental injuries.
2. Disposable syringes and needles, scalpel blades, lances, and other sharp items should be placed in puncture resistant containers located as close as practical to the area in which they are used.  
To prevent needle stick injuries, needled should NOT be recapped, purposely broken, removed from disposable syringes, or otherwise manipulated by hand.
3. When possibility of exposure to blood or other body fluids exists, routinely recommended precautions should be allowed. The anticipated exposure may require gloves alone, as in handling items soiled with blood or other body fluids, or may also require gowns, masks, and eye coverings when performing procedures or examinations. Hands should be washed thoroughly and immediately if they accidentally become contaminated with blood.
4. To minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be located and available for use in areas where the need for resuscitation is predictable.
5. Pregnant students engaged in health care are not known to be Greater risk than students who are pregnant However, if a student develops infection with the AIDS virus during pregnancy, an infant has an increased risk of infection by prenatal or perinatal transmission. Because of this risk, pregnant students should be especially familiar with precautions for preventing the transmission or acquisition of the AIDS virus.
6. Students engaged in health care who have AIDS who are not involved in invasive procedures (those in which the body is entered, e.g. by use of a tube, needle, device, etc.) need not be restricted from work unless they have some other illness for which any health care worker would be restricted.
7. For students engaged in health care who has AIDS, there is increased danger from infection due to diseases they any come in contact within class or at the workplace. Students with. AIDS, who have defective immunity, are at risk of acquiring or experiencing serious complications of such diseases. Of particular concern is the risk of severe infection following exposure to clients with infectious diseases that are easily transmitted if appropriate precautions are not taken (e.g. chicken pox). Students with AIDS will be counseled about potential risk associated with exposure to or taking care of clients with transmissible infections and should continue to follow infection control procedure to minimize their risk of exposure to other infectious agents.
8. The student's physician in conjunction with AIDS or HIV can adequately and safely perform client care duties.
9. Infected neurologically handicapped students who cannot control bodily secretions and students who have uncoverable oozing lesions will not be permitted to participate in health care services. The determination of whether an infected student should be excluded from providing health care shall be made on a case-by-case basis by the student's physician and the appropriate college official.

**I HAVE READ AND UNDERSTAND THIS POLICY**

---

*Student's Signature*

---

*Date*

**STUDENT COPY**



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## ADN Curriculum Grid

High School: \_\_\_\_\_

Algebra: \_\_\_\_\_

Chemistry: \_\_\_\_\_

(CHM 101 Into to Chemistry or College Equivalent)

The following pre-entrance requirements must be with a grade of “C” or better and must be within the past 5 years.

**Pre-requisites for the Program: BIO107 Human Anatomy & Physiology I (4 cr)**

<b>SEMESTER 1</b>	<b>NUR102: Fundamentals</b> 8 credits  62 hours – Theory 90 hours – Lab 45 hours – Clinical	<b>BIO108: Human Anatomy and Physiology II</b> 4 credits
	<b>Total Credits: 12</b>	

<b>SEMESTER 2</b>	<b>NUR200: Advanced Medical Surgical I</b> 6 credits  62 hours – Theory 30 hours – Lab 45 hours – Clinical	<b>NUR203: Mental Health Nursing</b> 3 credits  32 hours – Theory 0 hours – Lab 45 hours – Clinical	<b>PSY101: General Psychology</b> 3 credits
	<b>Total Credits: 12</b>		

<b>SEMESTER 3</b>	<b>NUR204: Maternal - Health Nursing</b> 3 credits  32 hours – Theory 15 hours – Lab 22.5 hours – Clinical	<b>NUR205: Child - Health Nursing</b> 3 credits  32 hours – Theory 15 hours – Lab 22.5 hours – Clinical	<b>BIO203: Microbiology</b> 4 credits
	<b>Total Credits: 10</b>		

<b>SEMESTER 4</b>	<b>NUR206: Advanced Medical-Surgical Nursing II</b> 7 credits  62 hours – Theory 30 hours – Lab 90 hours – Clinical	<b>MTH128: Statistics</b> 3 credits	<b>SOC101: Sociology</b> 3 credits
	<b>Total Credits: 13</b>		

<b>SEMESTER 5</b>	<b>NUR207: Advanced Medical-Surgical Nursing III</b> 7 credits  60 hours – Theory 15 hours – Lab 45 hours – Clinical	<b>NUR208: Nursing Leadership &amp; Management</b> 4 credits  47 hours – Theory 0 hours – Lab 45 hours – Clinical	<b>ENG101: English Composition I</b> 3 credits
	<b>Total Credits: 14</b>		

65 credits ADN Program (4 Pre-requisites, 20 General Education credits, 41 Technical Nursing credits) - Fall 2020

## LPN to ADN Curriculum Grid

The following pre-entrance requirements must be with a grade of “C” or better and must be within the past 5 years.

**BIO107: Human Anatomy & Physiology I (4 cr)**

**BIO108: Human Anatomy & Physiology II (4 cr)**

**PSY101: General Psychology II (4 cr)**

**ENG101: English Composition I (3 cr)**

**High School Chemistry/CHM101 Intro to Chemistry or College Equivalent**

<b>SEMESTER 1</b>	<b>NUR201: LPN to RN Transition Course</b> <i>5 credits</i>  47 hours – Theory 30 hours – Lab 45 hours – Clinical	<b>BIO203: Microbiology</b> <i>4 credits</i>
	<b>Total Credits: 9</b>	

<b>SEMESTER 2</b>	<b>NUR200: Advanced Medical Surgical I</b> <i>6 credits</i>  62 hours – Theory 30 hours – Lab 45 hours – Clinical	<b>NUR203: Mental Health Nursing</b> <i>3 credits</i>  32 hours – Theory 0 hours – Lab 45 hours – Clinical
	<b>Total Credits: 9</b>	

<b>SEMESTER 3</b>	<b>NUR204: Maternal - Health Nursing</b> <i>3 credits</i>  32 hours – Theory 15 hours – Lab 22.5 hours – Clinical	<b>NUR205: Child - Health Nursing</b> <i>3 credits</i>  32 hours – Theory 15 hours – Lab 22.5 hours – Clinical	<b>SOC101: Sociology</b> <i>3 credits</i>
	<b>Total Credits: 9</b>		

<b>SEMESTER 4</b>	<b>NUR206: Advanced Medical-Surgical Nursing II</b> <i>7 credits</i>  62 hours – Theory 30 hours – Lab 90 hours – Clinical	<b>MTH128: Statistics</b> <i>3 credits</i>
	<b>Total Credits: 10</b>	

<b>SEMESTER 5</b>	<b>NUR207: Advanced Medical-Surgical Nursing III</b> <i>7 credits</i>  60 hours – Theory 15 hours – Lab 45 hours – Clinical	<b>NUR208: Nursing Leadership &amp; Management</b> <i>4 credits</i>  47 hours – Theory 0 hours – Lab 45 hours – Clinical
	<b>Total Credits: 11</b>	

65 credits LPN to ADN Program (14 Pre-requisites, 10 General Education credits, 38 Technical Nursing credits)

3 credits (NUR299) Nursing Proficiency granted for fundamentals at the completion of NUR201

Fall 2020

## HCW to ADN Curriculum Grid

The following pre-entrance requirements must be with a grade of “C” or better and must be within the past 5 years.

**BIO107: Human Anatomy & Physiology I (4 cr)**

**BIO108: Human Anatomy & Physiology II (4 cr)**

**PSY101: General Psychology (3 cr)**

**ENG101: English Composition I (3 cr)**

**High School Chemistry/CHM101 Intro to Chemistry or College Equivalent**

<b>SEMESTER 1</b>	<b>NUR103: HCW to RN Transition Course</b> <i>6 credits</i>  47 hours – Theory 60 hours – Lab 45 hours – Clinical	<b>BIO203: Microbiology</b> <i>4 credits</i>
	<b>Total Credits: 10</b>	

<b>SEMESTER 2</b>	<b>NUR200: Advanced Medical Surgical I</b> <i>6 credits</i>  62 hours – Theory 30 hours – Lab 45 hours – Clinical	<b>NUR203: Mental Health Nursing</b> <i>3 credits</i>  32 hours – Theory 0 hours – Lab 45 hours – Clinical
	<b>Total Credits: 9</b>	

<b>SEMESTER 3</b>	<b>NUR204: Maternal - Health Nursing</b> <i>3 credits</i>  32 hours – Theory 15 hours – Lab 22.5 hours – Clinical	<b>NUR205: Child - Health Nursing</b> <i>3 credits</i>  32 hours – Theory 15 hours – Lab 22.5 hours – Clinical	<b>SOC101: Sociology</b> <i>3 credits</i>
	<b>Total Credits: 9</b>		

<b>SEMESTER 4</b>	<b>NUR206: Advanced Medical-Surgical Nursing II</b> <i>7 credits</i>  62 hours – Theory 30 hours – Lab 90 hours – Clinical	<b>MTH128: Statistics</b> <i>3 credits</i>
	<b>Total Credits: 10</b>	

<b>SEMESTER 5</b>	<b>NUR207: Advanced Medical-Surgical Nursing III</b> <i>7 credits</i>  62 hours – Theory 60 hours – Lab 45 hours – Clinical	<b>NUR208: Nursing Leadership &amp; Management</b> <i>4 credits</i>  47 hours – Theory 0 hours – Lab 45 hours – Clinical
	<b>Total Credits: 11</b>	

65 credits HCW to ADN Program (14 Pre-requisites, 10 General Education credits, 39 Technical Nursing credits)

2 credits (NUR299) Nursing Proficiency granted for HCW training and certification at the completion of NUR103

Fall 2020