GRADUATE NURSING
STUDENT HANDBOOK
2025-2026

This handbook is located on our homepage at https://health-education-human-services.wright.edu/nursing

The School of Nursing faculty reserves the right to revise the nursing requirements or the sequence as deemed necessary at any time to prepare students for new and emerging roles in nursing. Course requirements or sequence scheduling may be changed.

The information contained in this handbook is informational only, and not intended to be contractual in nature.

*As of August 2021, the nursing program at WSU was reorganized to join other programs as part of the new college (College of Health Education and Human Services). During this time of transition the following terms are used interchangeably within our documents: College of Nursing and Health; School of Nursing, SoN; School of Nursing, Kinesiology and Health Sciences, CoNH and SONKH, Nursing Program

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General Information

Introduction

Welcome to the School of Nursing (SoN). The faculty are pleased that you elected to pursue your graduate degree with us.

The purpose of this student handbook is to guide you through your studies. This handbook outlines the program requirements in effect for the current year. In addition, it summarizes and clarifies University and SoN policies and guidelines related to your graduate study. You are responsible for being thoroughly familiar with the contents of this handbook.

Please refer to School of Graduate Studies' website (*Policies and Procedures Manual)* for more information on their policies and procedures.

Resources At WSU
(Where To Go For Help)

Issue	Resource
Academic Advising	Your Concentration Director
Closures/Cancellations	In the event of severe winter weather, the following WSU Alert channels will be used to inform employees and students of closures and delays: • Official listserv email • Text and voice messaging (to those opted in to this service) • Local radio & television stations • Wright State University Homepage • Campus Information Line • Facebook and Twitter **Sign up for campus emergency alerts at link below** https://www.wright.edu/police/emergency-preparedness/stay-informed/university-emergency-notification-system-wright-state-alert
Computer problems	CATs (Computer and Technology Services) 937-775- 4827 https://www.wright.edu/information-technology
Counseling & Wellness Services	Web Address: https://www.wright.edu/counseling-and-wellness Raider Cares is Counseling and Wellness Services 24-hour crisis phone service. You can reach the Raider Cares Line by calling 937-775-4567
Disability Services	Web Address: https://www.wright.edu/inclusive-excellence/disability-services Location: 180 University Hall; Phone: 937-775- 5680

Nursing Computer Lab	009 University Hall
Nursing Simulation and Learning Resource Center	tiffany.d.williams@wright.edu; Phone: 937-775-3697 or marlene.stuber@wright.edu; Phone: 937-775- 3415 Location: 025 University Hall
Registration into closed Classes	Contact the instructor of the closed course or your Concentration Director
Resume writing	Web Address: (Career Services) https://www.wright.edu/career-services
Test taking strategies	Web Address: (Counseling and Wellness Services) https://www.wright.edu/student-affairs/health-and-wellness/counseling-and-wellness/workshops-and-self-help/test-anxiety
Writing Assistance and APA Format	Web Address: (University Writing Center) https://www.wright.edu/student-success/academic-support/university-writing-center Location: 122 Student Success Center; Phone: 937-775-5770

History

In September 1973, following studies conducted in the 1960's by interested community health care administrators and nurse educators revealing a need for a baccalaureate nursing program, Wright State University College of Nursing and Health started the first baccalaureate nursing program with sixty-one students. The College of Nursing and Health first received full accreditation from the National League for Nursing in May 1976. In April 2005, full accreditation was awarded by Commission on Collegiate Nursing Education, and it was renewed November 2014 until June 30, 2025. In the fall of 2016, the first cohort of pre-licensure students began the nursing program at the Lake Campus site.

In January 1978, the College of Nursing and Health admitted the first students to its master's program. Just a year and a half later, in June 1979, the first graduates completed the program. Within six months, the College received accreditation from the National League for Nursing for a period of eight years for the masters program. Beginning in 1993, a number of graduate specialties were added to the master's program, including Family Nurse Practitioner, Child and Adolescent Health, Acute Care Nurse Practitioner, Adult Health Clinical Nurse Specialist, Nursing Administration, and Nursing Education. In April 2005, the College of Nursing and Health received full accreditation from the Commission on Collegiate Nursing Education for 10 years, and in 2015, it was renewed for another 10 years. The Doctorate of Nursing Practice was started in January 2008. Two additional graduate programs, the Psychiatric-Mental Health Nurse Practitioner program began in Fall 2013, and a Neonatal Nurse Practitioner program began in Fall 2014.

In June 1984, the school entered into a collaborative agreement with the Division of Nursing at Miami Valley Hospital to form a Center for Excellence in nursing education. This agreement affords unique opportunities for

research, clinical practice, and education. The College of Nursing and Health has contracts with many other agencies in the area which are used for clinical experiences and research.

In 2021, during a University Reorganization, the Wright State University Miami Valley College of Nursing and Health became part of the School of Nursing, Kinesiology, and Health Sciences joining other schools and departments to form the new College of Health Education and Human Services.

Mission, Vision, & Philosophy

MISSION STATEMENT

The Wright State University School of Nursing is dedicated to the advancement of nursing by delivering excellence in nursing education, clinical practice, scholarship, and interprofessional collaboration.

VISION STATEMENT

To be leaders in transforming nursing education through advocacy, diversity, service, scholarship, and collaborative partnerships in an inclusive, respectful environment.

PHILOSOPHY

The School of Nursing supports Wright State University's mission of teaching, research, and service. The faculty believe in the acquisition of knowledge, the exploration for new knowledge, the advancement of lifelong learning, and the search for basic truth. The faculty share the commitment of the University to respond to issues affecting the diversity of the global community.

The Faculty Believe:

The human community consists of individuals, families, groups, organizations, and communities. An individual is a dynamic being whose body, mind, and spirit develop over the life span. Individuals have inherent worth, dignity and the potential to be discerning, caring, creative, and rational beings within the context of their developmental stage and life situation. Individuals make choices which create the self and provide opportunity for change.

Individuals are members of families who may serve as cohesive, dynamic support systems providing nurturance and protection as well as transmitting cultural values. Individuals form groups, organizations, and communities to share responsibilities and meet human needs.   Vulnerable and underserved groups require shared responsibility by all humanity for communication, understanding, and peaceful coexistence.

Individuals, families, groups, organizations, and communities affect and are affected by their interactions with the environment. The environment is the context of human existence; the quality affects the human potential for health.
The human community has a responsibility to protect, conserve, and promote the health of the environment.

Health and illness are dynamic coexisting processes which influence balance, harmony, and vitality within each individual. Both processes depend on environmentally affected and genetic capabilities, initiative, knowledge, individual choice, and value judgments. Well-being is a perception held by the individual of his or her ability to function in society and attain satisfying relationships with self and others as well as their ability to seek or find meaning in existence.

The discipline of nursing integrates knowledge derived from empirical, aesthetic, ethical, and personal sources to provide safe care that is scientifically and culturally sound. Professional nursing is grounded in liberal arts education and requires knowledge in nursing, the other sciences, arts, the humanities, and technology. Liberally educated nurses bring a unique blend of knowledge, judgment, skills, and caring to the healthcare team that delivers treatment and services in complex, evolving healthcare systems. Nursing's social mandate is to promote health and wellness, prevent disease and disability, and care for those who are ill or dying in the settings in which they are found. Professional nurses function autonomously, as well as collaboratively with clients and interprofessionally within a multifaceted health care system providing basic organizational and systems leadership.

Professional nurses use critical thinking and methods of scientific inquiry to generate new knowledge, analyze data, recognize patterns, establish priorities, and promote evidence-based practice. Professional nurses address issues important to the profession of nursing, question dominant assumptions, and solve complex problems related to individuals, groups, and population-based health care. The professional nurse epitomizes an appropriate set of values and ethical framework for practice by consistently demonstrating core values of altruism, excellence, caring, ethics, respect, communication, and accountability. As advocates for quality outcomes and safety for all individuals, professional nurses must be knowledgeable and active in health care policy, finance, and regulatory environments.

Nursing education is an interactive teaching-learning process within a collegial and interdisciplinary environment. Education facilitates critical thinking and inquiry, ethical insight, caring, communication, creativity, an appreciation of the past, sensitivity to societal diversity, and professional competence. Teaching includes assessing, advising, guiding, facilitating, modeling, sharing knowledge, and evaluating. Learning is a lifelong self-directed process of change that includes synthesizing knowledge, skills and values necessary for expanding the dimensions of the individual, which increasingly will include graduate study for the professional nurse.

Fac Org 3/9/2009

Master's Degree Program Curriculum Model Narrative

The Master of Science Degree with a major in Nursing is designed to prepare graduates capable of expert practice in the following areas of advanced nursing practice: Adult-Gerontology Acute Care Nurse Practitioner, Pediatric Nurse Practitioner Acute Care, Pediatric Nurse Practitioner Primary Care, Family Nurse Practitioner, Neonatal Nurse Practitioner, and Psychiatric Mental Health Nurse Practitioner, along with Administration of Nursing and Health Care Systems and Nursing Education. The School of Nursing also offers a school nurse post-baccalaureate certificate and post-master's certificates in select concentrations and/or second master's in all other concentrations.

A major emphasis of the program is on health promotion and disease prevention, which is intended to stimulate the master's prepared nurse to build on client's strengths rather than to focus on limitations. As a result, graduates are equipped with the knowledge, skills and attitudes to assist clients to develop their own competence to complete tasks and reach goals needed for personal accountability for their health. Nurses prepared in advanced nursing roles promote quality health care through service to individuals, families, groups, organizations and communities. Quality nursing care is increasingly dependent on the ability of the nurse to generate, analyze, and apply research within the practice setting. Critical analysis of methods of care compared to expenditures, direct the provision of nursing care in the future. Careful preparation in these areas will enable nurses with advanced degrees to develop the entrepreneurial spirit necessary to adjust to a rapidly changing health care environment.

The Graduate Program Model is in direct alignment with the *Essentials of Master's Nursing Education* (2011) and depicts a framework designed to educate nurses with the broad knowledge and expertise necessary to provide human-based caring in master's level advanced nursing practice in the 21st century. The following narrative more fully describes the curriculum model.

The eight articulating themes of the curriculum model include: Nursing Science and Evidence Based Practice, Organizational and Systems Leadership, Quality Improvement and Safety, Translating and Integrating Scholarship into Practice, Informatics and Health Care Technologies, Health Policy and Advocacy, Interprofessional Collaboration for Improving Patient and Population Health Outcomes and Clinical Prevention and Population Health for Improving Health.

The articulating themes of the curriculum model are introduced early in the program through a series of core courses and are expanded through the specialty concentrations of the program. It is essential that students refine their analytic skills, expand their perspectives, and logically defend their actions in an articulate manner in relationship to all aspects of health care. Development of these abilities is requisite of the evolution of professional leadership within and external to the profession. Specific emphasis throughout the core courses is placed on developing appreciation of human diversity and social issues that impact human-centered nursing care. Furthermore, emphasis on health care financing, societal values/ethics, and the importance of political activism as a method of advocacy for appropriate and cost effective health care of the public is integral to the courses.

Content on nursing science is introduced in the core courses focusing on theory, research and evidence-based practice for advanced nursing practice. A course in health policy hones critical thinking skills for analyzing the impact of external variables on health care accessibility and practices. An informatics course ensures familiarity with applications of information technology in nursing and use of various computer application packages. An advanced practice roles and leadership course is designed to provide a base of knowledge related to advanced nursing practice across specialty concentrations. Concepts of health and well-being are related to the advanced nursing practice role. Content within this core provides a base of knowledge in formulating therapeutic nursing interventions at an advanced practice level.

Knowledge gained in the foundations of advanced nursing practice is progressively integrated as students enter their areas of specialization which are focused on application to direct or indirect practice. Students use this expanded

knowledge base as they gain expertise in their selected areas of advanced nursing practice. Emphasis on acquisition of advanced skills and knowledge of the specialty is provided in selected course work pertinent to the major. Collaborative practice within an interprofessional health care environment is an important focus. Examination of the relevancy of various theoretical models and research applications for practice are required. Emphasis on health promotion and disease prevention strategies are emphasized including within the context of illness.

Expert knowledge requires a synthesis of all prior learning and culminates in the full integration of knowledge as it applies to the advanced nursing practice role within the chosen concentration. Advanced leadership skills evolve as students employ new knowledge and gain the ability to provide therapeutic nursing interventions indicative of thoughtful, analytic, problem-solving/decision-making abilities for advanced nursing practice. They are prepared to improve practice, demonstrate leadership, assume an advanced nursing role, engage in scientific inquiry, or enroll in doctoral study.

Reference

American Association of Colleges of Nursing (2011). *The Essentials of Master's Education for Advanced Practice Nursing*. Washington, D.C.

Grad Curr 10/15/2014

Master's Curriculum Framework/Model

Broad Knowledge and Expertise in Human-Centered Nursing Care (Master's-Level Nursing Practice)

Translating and Integrating Scholarship into Practice

Informatics and Healthcare Technologies

Quality Improvement and Safety

Health Policy and Advocacy

Competencies Application to Direct/Indirect Practice

Organizational and Systems Leadership

Interprofessional Collaboration for Improving Patient and Population Health Outcomes

Foundations of Advanced Nursing Science

Nursing Science & Evidence-Based Practice

Clinical Prevention and Population Health for Improving Health

Baccalaureate Professional Nursing Foundation

Student Outcomes For The Master's Graduate

The graduate will be prepared to:

1. Examine scientific findings from nursing, biopsychosocial fields, genetics, public health, quality improvement, and organizational sciences for the continual improvement of nursing care across diverse settings.

2. Demonstrate leadership skills necessary for ethical and critical decision making, effective working relationships, and a systems-perspective to promote high quality and safe patient care.

3. Apply quality principles within an organization and articulate the methods, tools, performance measures, and standards related to quality.

4. Apply evidence-based outcomes within the practice setting, resolving practice problems, working as a change agent, and disseminating results.

5. Use communication strategies and patient-care technologies to integrate, coordinate, deliver and enhance care.

6. Examine the policy development process and advocacy strategies necessary to intervene at the system level to influence health and health care.

7. Use communication strategies necessary for interprofessional collaboration and consultation to manage and coordinate care.

8. Integrate broad, organizational, client-centered, and culturally appropriate concepts in the planning, delivery, management, and evaluation of evidence-based clinical prevention and population care and services to individuals, families, and aggregates/identified populations.

9. Demonstrate advanced level of understanding of nursing and relevant sciences as well as the ability to integrate this knowledge into practice including both direct and indirect care components that influence healthcare outcomes for individuals, populations, or systems.

Grad Curr: 11/20/13

Code of Conduct for Students

The Code of Conduct is based on national standards and an understanding that society has great trust in the nursing profession to provide safe and competent care. Learning to be a nurse means learning what is expected of a professional. Through academic study and clinical experience, the student nurse will learn to care for patients with a multitude of health conditions across the life span. Nursing students learn to work within a team and to collaborate with the many health care professionals in the practice arena. This Code of Conduct is a statement of professional behavior founded on professional values, ideals and obligations in nursing, and an agreement to uphold quality and safety standards in a patient- centered care model.

As students, we commit to follow the obligations and ideals for Nursing Students in the College of Nursing and Health at Wright State University:

Academic Integrity
• Be responsible for my own work in class, online, and in clinical settings
• Uphold an environment of accountability both personally and professionally

• Report any witnessed evidence of academic dishonesty to the faculty
• Follow all CONH policies and procedures as outlined in the student handbook
• Use social media responsibly as outlined in the CONH social media policy

Personal Honor
• Be respectful in all relationships with faculty, staff, peers, and patients
• Maintain patient confidentiality and respect patient autonomy
• Perpetuate an environment of honesty and trust in all situations
• Recognize the inherent dignity and worth of every person—including yourself
• Strive to reach the highest levels of ethical, moral, spiritual, and cultural understanding in each interaction with the public
• Commit to integrating and embracing the ethical principles for the conduct of nursing
• Refrain from hazing, sexual misconduct, use of alcohol or drugs with patient contact, violence in the academic setting, bullying, destruction of school property or the property of others, or being in possession of dangerous weapons on university property or any clinical agency as a student from WSU

Clinical Professionalism
• Be personally accountable for actions and omissions in Practice and refrain from any action that may cause unnecessary harm
• Aim to create a therapeutic and professional relationship with patients
• Promote and encourage lifelong learning and professional development
• Practice within the scope of practice as dictated by national standards and the Nurse Practice Act in the state of Ohio
• Provide compassionate care
• Prepare thoroughly for patient care each day so that the care I may provide is safe and of the highest quality
• Use opportunity to improve faculty and clinical staff understanding of my needs

Grad Curr 10/15/14, Reviewed 11/19/19

Law Regulating the Practice of Nursing

Ohio Administrative Code
Rule 4723-4-03 Standards relating to competent practice as a registered nurse.
Effective: February 1, 2019

(A) A registered nurse shall provide nursing care within the scope of practice of nursing for a registered nurse as set forth in division (B) of section 4723.01 of the Revised Code and the rules of the board.

(B) A registered nurse shall maintain current knowledge of the duties, responsibilities, and accountabilities for safe nursing practice.

(C) A registered nurse shall demonstrate competence and accountability in all areas of practice in which the nurse is engaged including:
(1) Consistent performance of all aspects of nursing care; and
(2) Recognition, referral or consultation, and intervention, when a complication arises.

(D) A registered nurse may provide nursing care that is beyond basic nursing preparation for a registered nurse, provided:
(1) The nurse obtains education that emanates from a recognized body of knowledge relative to the nursing care to be provided;
(2) The nurse demonstrates knowledge, skills, and abilities necessary to provide the nursing care;
(3) The nurse maintains documentation satisfactory to the board of meeting the requirements set forth in paragraphs (D)(1) and (D)(2) of this rule;
(4) When the nursing care is to be provided according to division (B)(5) of section 4723.01 of the Revised Code, the nurse has a specific current order from an individual who is authorized to practice in this state and is acting within the course of the individual's professional practice; and
(5) The nursing care does not involve a function or procedure that is prohibited by any other law or rule.

(E) A registered nurse shall, in a timely manner:
(1) Implement any order for a patient unless the registered nurse believes or should have reason to believe the order is:
(a) Inaccurate;
(b) Not properly authorized;
(c) Not current or valid;
(d) Harmful, or potentially harmful to a patient; or
(e) Contraindicated by other documented information; and
(2) Clarify any order for a patient when the registered nurse believes or should have reason to believe the order is:
(a) Inaccurate;
(b) Not properly authorized;
(c) Not current or valid;
(d) Harmful, or potentially harmful to a patient; or
(e) Contraindicated by other documented information.

(F) When clarifying an order, the registered nurse shall, in a timely manner:
(1) Consult with an appropriate licensed practitioner;
(2) Notify the ordering practitioner when the registered nurse makes the decision not to follow the

order or administer the medication or treatment as prescribed;
(3) Document that the practitioner was notified of the decision not to follow the order or administer the medication or treatment, including the reason for not doing so; and
(4) Take any other action needed to assure the safety of the patient.

(G) A registered nurse shall, in a timely manner, report to and consult as necessary with other nurses or other members of the health care team and make referrals as necessary.

(H) A registered nurse shall maintain the confidentiality of patient information. The registered nurse 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 nurse's assigned job responsibilities, and shall not disseminate patient information for purposes other than patient care, or for otherwise fulfilling the nurse's assigned job responsibilities, through social media, texting, emailing or any other form of communication.

(I) To the maximum extent feasible, identifiable patient health care information shall not be disclosed by a registered nurse unless the patient has consented to the disclosure of identifiable patient health care information. A registered nurse 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.

(J) The registered nurse shall use acceptable standards of safe nursing care as a basis for any observation, advice, instruction, teaching, or evaluation and shall communicate information which is consistent with acceptable standards of safe nursing care.

(K) When a registered nurse provides direction to a licensed practical nurse the registered nurse shall first assess:
(1) The condition of the patient who needs nursing care, including, but not limited to, the stability of the patient;
(2) The type of nursing care the patient requires;
(3) The complexity and frequency of the nursing care needed;
(4) The training, skill, and ability of the licensed practical nurse who will be performing the specific function or procedure, to perform the specific function or procedure; and
(5) The availability and accessibility of resources necessary to safely perform the specific function or procedure.

Policies Related to Student Conduct While Providing Nursing Care

The Ohio Board of Nursing and Wright State University School of Nursing, Kinesiology, and Health Sciences require all students to adhere to the following requirements while providing nursing care. Violation of any of these requirements may result in failure of a nursing clinical; dismissal from the School of Nursing, Kinesiology, and Health Sciences and dismissal from Wright State University. All nursing students are subject to the student conduct code as listed in the *Wright State University Student Handbook*. A nursing student may also be referred to the University Office of Community Standards and Student Conduct for additional disciplinary actions, if deemed necessary. *(Ohio Board of Nursing Law and Rule Chapter 4723-5-12)*

(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 time records, 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:
    (a) Provide privacy during examination or treatment and in the care of personal or bodily needs; and
    (b) Treat each patient 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; and division (F) of section 4723.01 and division (B) (21).

(8) A student shall use universal blood and body fluid precautions established by Chapter 4723-20 of the Administrative Code;

(9) A student shall not:
    (a) Engage in behavior that causes or may cause physical, verbal, mental, or emotional abuse to a patient;
    (b) 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:
    (a) Engage in behavior to seek or obtain personal gain at the patient's expense;
    (b) Engage in behavior that may reasonably be interpreted as behavior to seek or obtain personal gain at the patient's expense;
    (c) Engage in behavior that constitutes inappropriate involvement in the patient's personal relationships; or
    (d) Engage in behavior that may reasonably be interpreted as inappropriate involvement in the patient's personal relationships.

For the purpose of this paragraph, the patient 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:
    (a) Engage in sexual conduct with a patient;
    (b) Engage in conduct in the course of practice that may reasonably be interpreted as sexual;
    (c) Engage in any verbal behavior that is seductive or sexually demeaning to a patient;
    (d) Engage in verbal behavior that may reasonably be interpreted as seductive, or sexually demeaning to a patient.

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:
      (a) Sexual contact, as defined in section 2907.01 of the Revised Code;
      (b) Verbal behavior that is sexually demeaning to the patient 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 schedule I controlled substance.

(14) A student shall not habitually or excessively 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.

(16) 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;

(17) A student shall not assault or cause harm to a patient or deprive a patient of the means to summon assistance;

(18) A student shall not misappropriate or attempt to misappropriate money or anything of value by intentional misrepresentation or material deception in the course of practice;

(19) A student shall not have been adjudicated by a probate court of being mentally ill or mentally incompetent, unless restored to competency by the court.

(20) 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.

(21) A student shall not prescribe any drug or device to perform or induce an abortion, or otherwise perform or induce an abortion;

(22) A student shall not assist suicide as defined in section 3795.01 of the Revised Code.

(23) A student shall not submit or cause to be submitted any false, misleading or deceptive statements, information, or document to the nursing program, its faculty or preceptors, or to the board.

(24) 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.

(25) 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.

(26) 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.

Promulgated Under: 119.03; Statutory Authority: 4723.07; Rule Amplifies: 4723.06
Prior Effective Dates: 02/01/1996, 04/01/1997, 02/01/2002, 02/01/2004, 02/01/2007, 02/01/2008, 02/01/2012, 02/01/2014

American Nurses Association Provisions Of The Code Of Ethics For Nurses

The ANA House of Delegates developed the following Code of Ethics for Nurses with Interpretive Statements which were revised in 2015. The ANA Code of Ethics can be viewed at:
https://www.nursingworld.org/practice-policy/nursing-excellence/ethics/code-of-ethics-for-nurses/

Concentration Requirements Master's Degree

CORE COURSES (MUST BE TAKEN BY ALL CONCENTRATIONS)			
Course Title	**Course #**	**Credit Hrs**	**Semester Offered***
Role Development and Leadership	NUR 7001	3	
Health Policy, Politics, and Issues	NUR 7003	3	
Nursing Research and Evidence for Practice	NUR 7005	3	

In addition to the required core courses, students must complete the courses of the specific concentration to which they are accepted.

Administration Of Nursing And Health Care Systems

TOTAL CREDIT HOURS = 39

Course Title	Course #	Credit Hrs	Semester
CORE COURSES 9 credit hours			
Role Development and Leadership	NUR 7001	3	
Health Policy, Politics, and Issues	NUR 7003	3	
Nursing Research and Evidence for Practice	NUR 7005	3	
REQUIRED SUPPORTING COURSES 6 credit hours			
Introduction to Biostatistics for Evidence-Based Practice in Health Sciences	HLT 7001	3	
Information Technology in Health Care	NUR 7002	3	
TRACK COURSES 18 credit hours			
Organizational Theory & Health Care Decision Making	NUR 7305	3	
Human Resource Management in Nursing Administration	NUR 7302	3	
Financial Resource Management in Nursing Administration	NUR 7304	3	
Strategic Leadership and Planning for Nursing and Health Care Systems (3 didactic, 3 clinical)	NUR 7301	6	
Nurse Administrative Practice (1 didactic, 2 clinical)	NUR 7313	3	
ELECTIVE COURSES 6 credit hours required--1 communication (EDL 9870 or PPH 7530) and 1 other course			
Financial Management of Health Service Organizations	FIN 7500	3	
Health Systems Communication	PPH 7530	2	
Data Analytics for Businesses and Organizations	MIS 7100	3	
Health Resource Management & Policy	PPH 6500	3	
Public Budgeting and Fiscal Management	URS 7010	3	
Administrative Leadership in Communication	EDL 9870	3	

Adult-Gero Acute Care Nurse Practitioner (AG-ACNP)

TOTAL CREDT HOURS = 51; TOTAL CLINICAL HOURS = 560

Course Title	Course #	Credit Hrs	Semester
CORE COURSES			
Role Development and Leadership	NUR 7001	3	
Health Policy, Politics, and Issues	NUR 7003	3	
Nursing Research and Evidence for Practice	NUR 7005	3	
SUPPORTING COURSES			
Introduction to Biostatistics for Evidence-Based Practice in Health Sciences OR Statistics and Research	HLT 7001 Or EDL 7510	3	
Theoretical Foundations for Nursing Practice	NUR 7004	3	
Advanced Pathophysiology Across the Lifespan for Advanced Nursing Practice	NUR 7102	3	
Applied Pharmacology and Therapeutics for Advanced Practice Across the Lifespan	NUR 7103	3	
Advanced Health Assessment Across the Life Span	NUR 7104	3	
Population Health	NUR 7105	3	
TRACK COURSES			
Common Acute and Emergent Adult Health Problems I (8 total credit hours; 5 didactic hrs, 3 clinical hrs = 168 clinical hours)	NUR 7201	8	
Common Acute and Emergent Health Problems II (8 total credit hours; 5 didactic hrs, 3 clinical hrs = 168 clinical hours)	NUR 7202	8	
Adult-Gerontology Acute Care Nurse Practitioner Practicum (6 total credit hours; 2 didactic hrs, 4 clinical hrs = 224 clinical hours)	NUR 7203	6	
Adult Gerontology Acute Care Diagnostics and Procedures	NUR 7213	2	

** Graduates are eligible to test for certification through the American Nurses Credentialing Association (ANCC) or American Association of Critical Care Nurses (AACN) as an Adult-Gerontological Acute Care Nurse Practitioner and to apply for licensure as an Advanced Practice Registered Nurse (APRN) through the Ohio Board of Nursing.

Family Nurse Practitioner

TOTAL CREDT HOURS = 49; TOTAL CLINICAL HOURS = 616

Course Title	Course #	Credit Hrs	Semester
CORE COURSES			
Role Development and Leadership	NUR 7001	3	
Health Policy, Politics, and Issues	NUR 7003	3	
Nursing Research and Evidence for Practice	NUR 7005	3	
SUPPORTING COURSES			
Introduction to Biostatistics for Evidence-Based Practice in Health Sciences OR Statistics and Research	HLT 7001 or EDL 7510	3	
Theoretical Foundations for Nursing Practice	NUR 7004	3	
Information Technology in Health Care	NUR 7002	3	
Advanced Pathophysiology Across the Lifespan for Advanced Nursing Practice	NUR 7102	3	
Applied Pharmacology and Therapeutics for Advanced Practice Across the Lifespan	NUR 7103	3	
Advanced Health Assessment across the Life Span	NUR 7104	3	
Population Health	NUR 7105	3	
Advanced Family Nursing	NUR 7106	2	
TRACK COURSES			
Primary Health Care of Women, Children, and Adolescents (6 total credit hours: 3 didactic hrs, 3 clin hrs = 168 clinical hours)	NUR 7801	6	
Primary Care of Adults (5 total credit hours: 2 didactic hrs, 3 clinical hrs = 168 clinical hours)	NUR 7802	5	
Family Nurse Practitioner Practicum (6 total credit hours: 1 didactic hrs (2 seminar hrs per week), 5 clinical hrs = 280 clinical hours)	NUR 7803	6	

** Graduates are eligible to test for certification through the American Nurses Credentialing Association (ANCC) or American Academy of Nurse Practitioners (AANP) as a Family Nurse Practitioner and to apply for licensure as an Advanced Practice Registered Nurse (APRN) through the Ohio Board of Nursing.

Neonatal Nurse Practitioner Program

TOTAL CREDT HOURS = 55; TOTAL CLINICAL HOURS = 728

Course Title	Course #	Credit Hrs.	Semester
CORE COURSES			
Role Development and Leadership	NUR 7001	3	
Health Policy, Politics, and Issues	NUR 7003	3	
Nursing Research and Evidence for Practice	NUR 7005	3	
SUPPORTING COURSES			
Introduction to Biostatistics for Evidence-Based Practice in Health Sciences OR Statistics and Research	HLT 7001 or EDL7510	3	
Information Technology in Health Care	NUR 7002	3	
Theoretical Foundations for Nursing Practice	NUR 7004	3	
Advanced Pathophysiology Across the Lifespan for Advanced Nursing Practice	NUR 7102	3	
Population Health	NUR 7105	3	
Human Genetics and Genomics for Health Professionals	HLT 7121	2	
TRACK COURSES			
Advanced Newborn and Infant Pharmacology	NUR 7731	3	
Advanced Neonatal Assessment (4 total credit hours: 3 didactic hrs., 1 clin hr. = 56 clinical hours)	NUR 7732	4	
Primary Care to the Age of 2 for the Formerly Ill Child (2 total credit hours: 1 didactic hr., 1 clin hr. = 56 clinical hours)	NUR 7720	2	
Clinical Competencies and Management for Neonatal Nurse Practitioner Practice 1 (6 total credit hours: 3 didactic hrs., 3 clin hrs. = 168 clinical hours)	NUR 7733	6	
Advanced clinical competencies and Management for NNP Practice II (7 total credit hours: 3 didactic hrs., 4 clin hrs. = 224 clinical hours)	NUR 7734	7	
Translation of Evidence to Practice and Management for NNP Practice III (7 total credit hours: 3 didactic hrs., 4 clin hrs. = 224 clinical hours)	NUR 7735	7	

** Graduates are eligible to test for certification through the National Certification Corporation (NCC) as a Neonatal Nurse Practitioner (NNP) and to apply for licensure as an Advanced Practice Registered Nurse (APRN) through the Ohio Board of Nursing.

Pediatric Nurse Practitioner-Acute Care

TOTAL CREDIT HOURS = 54; TOTAL CLINICAL HOURS = 672

Course Title	Course #	Credit Hrs	Semester
CORE COURSES			
Role Development and Leadership	NUR 7001	3	
Health Policy, Politics, and Issues	NUR 7003	3	
Nursing Research and Evidence for Practice	NUR 7005	3	
SUPPORTING COURSES			
Introduction to Biostatistics for Evidence-Based Practice in Health Sciences OR Statistics and Research	HLT 7001 or EDL 7510	3	
Theoretical Foundations for Nursing Practice	NUR 7004	3	
Advanced Pathophysiology Across the Lifespan for Advanced Nursing Practice	NUR 7102	3	
Pharmacology Across the Lifespan OR Pediatric Pharmacology	NUR 7103 or NUR 7123	3	
Advanced Health Assessment across the Life Span OR Advanced Health Assessment of Children and Adolescents	NUR 7104 or NUR 7124	3	
Human Genetics and Genomics for Health Professionals	HLT 7121	2	
Population Health	NUR 7105	3	
Advanced Family Nursing	NUR 7106	2	
TRACK COURSES			
Health Promotion & Management of Pediatric Minor Illnesses & Injuries (6 total credit hours: 3 didactic hrs, 3 clin hrs = 168 clinical hours)	NUR 7550	6	
Chronic Care for Pediatric Nurse Practitioners (6 total credit hours: 3 didactic hrs, 3 clinical hrs = 168 clinical hours)	NUR 7551	6	
Acute Illness Management for Acute Care Pediatric Nurse Practitioners (5 total credit hours: 3 didactic hrs, 2 clinical hrs = 112 clinical hours)	NUR 7512	5	
Practicum for Acute Care Pediatric Nurse Practitioners (6 total credit hours: 2 didactic, 4 clinical = 224 clinical hours)	NUR 7513	6	

** Graduates are eligibleto test for certification through the Pediatric Nursing Certification Board (PNCB) as a Pediatric Nurse Practitioner – Acute Care and to apply for licensure as an Advanced Practice Registered Nurse (APRN) through the Ohio Board of Nursing.

Pediatric Nurse Practitioner-Primary Care

TOTAL CREDIT HOURS = 49; TOTAL CLINICAL HOURS = 560

Course Title	Course #	Credit Hrs	Semester
CORE COURSES			
Role Development and Leadership	NUR 7001	3	
Health Policy, Politics, and Issues	NUR 7003	3	
Nursing Research and Evidence for Practice	NUR 7005	3	
SUPPORTING COURSES			
Introduction to Biostatistics for Evidence-Based Practice in Health Sciences OR Statistics and Research	HLT 7001 or EDL 7510	3	
Theoretical Foundations for Nursing Practice	NUR 7004	3	
Advanced Pathophysiology Across the Lifespan for Advanced Nursing Practice	NUR 7102	3	
Pharmacology Across the Lifespan OR Pediatric Pharmacology	NUR 7103 or NUR 7123	3	
Advanced Health Assessment across the Life Span OR Advanced Health Assessment of Children and Adolescents	NUR 7104 or NUR 7124	3	
Human Genetics and Genomics for Health Professionals	HLT 7121	2	
Population Health	NUR 7105	3	
Advanced Family Nursing	NUR 7106	2	
TRACK COURSES			
Health Promotion & Management of Pediatric Minor Illnesses & Injuries (6 total credit hours: 3 didactic hrs, 3 clin hrs = 168 clinical hrs)	NUR 7550	6	
Chronic Care for Pediatric Nurse Practitioners (6 total credit hours: 3 didactic hrs, 3 clinical hrs = 168 clinical hrs)	NUR 7551	6	
Practicum for Primary Care Pediatric Nurse Practitioners (6 total credit hours: 2 didactic, 4 clinical = 224 clinical hrs)	NUR 7552	6	

** Graduates are eligible to test for certification through the Pediatric Nursing Certification Board (PNCB) as a Pediatric Nurse Practitioner – Primary Care and to apply for licensure as an Advanced Practice Registered Nurse (APRN) through the Ohio Board of Nursing.

Pediatric Nurse Practitioner – Acute Care/Primary Care

TOTAL CREDIT HOURS = 60

Wright State University offers dual enrollment in the Pediatric Nurse Practitioner – Acute Care and Pediatric Nurse Practitioner – Primary Care programs. Please discuss this option with the Pediatric Nurse Practitioner Program Director.

Psychiatric Mental Health Nurse Practitioner

TOTAL CREDIT HOURS = 46; TOTAL CLINICAL HOURS = 560

Course Title	Course #	Credit Hrs	Semester
CORE COURSES			
Role Development and Leadership	NUR 7001	3	
Health Policy, Politics, and Issues	NUR 7003	3	
Nursing Research and Evidence for Practice	NUR 7005	3	
SUPPORTING COURSES			
Introduction to Biostatistics for Evidence-Based Practice in Health Sciences	HLT 7001	3	
Advanced Pathophysiology Across the Lifespan for Advanced Nursing Practice	NUR 7102	3	
Applied Pharmacology and Therapeutics for Advanced Practice Across the Lifespan	NUR 7103	3	
Advanced Health Assessment across the Life Span	NUR 7104	3	
Population Health	NUR 7105	3	
TRACK COURSES			
Psychiatric and Mental Health Nurse Practitioner Practicum I (7 total credit hours: 5 didactic hrs,2 clin hrs = 112 clinical hours)	NUR 7611	7	
Psychiatric and Mental Health Nurse Practitioner Practicum II (8 total credit hours: 5 didactic hrs, 3 clinical hrs = 168 clinical hours)	NUR 7612	8	
Psychiatric and Mental Health Nurse Practitioner Practicum III (7 total credit hours: 2 didactic hrs, 5 clinical hrs = 280 clinical hours)	NUR 7613	7	

** Graduates are eligible to test for certification through the American Nurses Credentialing Association (ANCC) as an Psychiatric – Mental Health Nurse Practitioner (PMHNP) and to apply for licensure as an Advanced Practice Registered Nurse (APRN) through the Ohio Board of Nursing.

Certificate Options & Post-Master's Programs.

Wright State University currently offers a post-baccalaureate certificate in school nursing. Post-master's nursing certificates are offered in Family Nurse Practitioner, Pediatric Nurse Practitioner Primary Care, and Pediatric Nurse Practitioner Acute Care. After completing the certificate requirements, transcripts will list the name of the specific area of study.

Wright State University also offers educational opportunities for post-master's applicants for the Nurse Practitioner Programs (second master's). To determine the number of didactic courses and clinical hours a gap analysis will be conducted. Depending upon this analysis, students can complete the program in one to two years

Post Baccalaureate Certificate Options

Post Baccalaureate School Nurse Certificate

POST-BACCALAUREATE SCHOOL NURSE CERTIFICATE			
Course Title	Course #	Credit Hrs	Semester Offered*
School Nursing	NUR 6901	4	R
Children and Adolescents with Health Needs in Schools	NUR 6902	3	R
*School Nursing Practicum (2 clinical hours = 112 hours)	*NUR 6903	3	F
Advances in School Nursing (2 clinical hours = 112 hours)	NUR 7901	3	F
*This course must be taken as a co-requisite with 7901	Total	13 hours	

Upon completion of the School Nurse Certificate program, the student can apply to the Ohio Department of Education for their School Nurse License.

*Course offerings may be subject to change

F = Fall, S = Spring, R = Summer

Post-Master's Certificate and Second Master's Options

These post-master's certificates in nursing build on the existing curriculum of the master's in nursing. The plan of study includes all the clinically related courses currently taken by the first master's degree students. For purposes of student eligibility for certification, all required courses must be taken at Wright State University. A Gap Analysis will be performed to evaluate the student's previous course work against Wright Stare University's current desired master's program. The gap analysis will determine an individualized and personalized program of study. According to WSU standards, a program of study that is greater than 22 credit hours will be designated as a second masters; a program between 9 and 21 hours will be designated as a post-masters certificate. The formal Gap Analysis is placed in the student's formal file. Upon completion of the program students are eligible to take the appropriate national certification exams offered and apply for licensure as an Advanced Practice Registered Nurse (APRN) through the Ohio Board of Nursing.

Post-Master's Family Nurse Practitioner Certificate

Prerequisites:

- Master's Degree from a CCNE accredited master's program (official transcript from accredited master's program required)

- Current professional licensure as RN or APRN in the states where clinical experiences are planned (e.g. a student from Indianapolis might participate in the program but do their clinical practicum experience in the state of Indiana, requiring licensure in that state).

- Have a minimum of one year of post master's clinical nursing experience.

POST-MASTER'S FAMILY NURSE PRACTITIONER CERTIFICATE			
Course Title	**Course #**	**Credit Hrs**	**Semester Offered***
Primary Health Care of Women, Children, and Adolescents	NUR 7801	6	
Primary Care of Adults	NUR 7802	5	
Family Nurse Practitioner Practicum	NUR 7803	6	
	Total	17 credit hours	

Total Clinical Hours: 616

Note: A gap analysis will be performed to evaluate the student's previous course work against Wright State University's current program of study for the FNP program. Additional courses may be included in the program of study based on the gap analysis. *These classes will be determined on an individual basis resulting in a personalized program of study.* According to WSU standards, a program of study that is greater than 22 credit hours will be designated as a second masters; a program between 9 and 21 hours will be designated as a post-masters certificate.

Post-Master's Pediatric Nurse Practitioner Acute and Primary Care Certificates

Prerequisites:

- Master's Degree as a Pediatric Nurse Practitioner from a CCNE accredited master's program (official transcript from accredited master's program required)

  o Note: Post-master's students who are not Pediatric Nurse Practitioner may also apply, but based on the needed credit hours (minimum of 23 hours) this is a second master's and not a certificate program.

- Current professional licensure as APRN in the states where clinical experiences are planned (e.g. a student from Indianapolis might participate in the program but do their clinical practicum experience in the state of Indiana, requiring licensure in that state).

- Interview by program director either in person or via telephone

POST-MASTER'S PEDIATRIC ACUTE CARE CERTIFICATE			
Course Title	**Course #**	**Credi t Hrs**	**Semeste r Offered ***
Acute Illness Management for Acute Care Pediatric Nurse Practitioners 3 hr didactic, 2 hr clinical (112 clinical hours)	NUR 7512	5	R
Practicum for Acute Care Pediatric Nurse Practitioners 2 hr didactic, 4 hr clinical (224 clinical hours)	NUR 7513	6	S
	Total	Total 11 credit hours	

Total Clinical Hours: 336

Note: A gap analysis will be performed to evaluate the student's previous course work against Wright State University's current program of study for the PNP-AC program. Additional courses may be included in the program of study based on the gap analysis. *These classes will be determined on an individual basis resulting in a personalized program of study.* According to WSU standards, a program of study that is greater than 22 credit hours will be designated as a second masters; a program between 9 and 21 hours will be designated as a post-masters certificate.

POST MASTER'S PEDIATRIC NURSE PRACTITIONER-PRIMARY CARE CERTIFICATE			
Course Title	**Course #**	**Credi t Hrs**	**Semeste r**
Health Promotion & Management of Pediatric Minor Illnesses & Injuries (168 Clinical Hours)	NUR 7550	6	S
Chronic Care for Pediatric Nurse Practitioners (168 Clinical Hours)	NUR 7551	6	F
Practicum for Primary Care Pediatric Nurse Practitioners (224 Clinical Hours)	NUR 7552	6	S
	Total	18 credit hours	

Total Clinical Hours: 560

Note: A gap analysis will be performed to evaluate the student's previous course work against Wright State University's current program of study for the PNP-AC program. Additional courses may be included in the program of study based on the gap analysis. *These classes will be determined on an individual basis resulting in a personalized program of study.* According to WSU standards, a program of study that is greater than 22 credit hours will be designated as a second masters; a program between 9 and 21 hours will be designated as a post-masters certificate.

A minimum of 9 credit hours is required to receive a post-master's certificate, if individualized program of study indicates less than 9 hours and independent study may be used to facilitate the remaining program of study hours.

TITLE: GAP ANALYSIS

POLICY: Students who are seeking second master's (Second Master's – Minimum of 22 credit hours – WSU University Policy 5560), a post-graduate NP certificate (Certificate – 9 to 21 credit hours), will have a gap analysis conducted to determine which courses and/or clinical requirements may be waived from the concentrations program of study.

PROCEDURE:

Guidelines for Completing the Gap Analysis

1. Students who are seeking a second masters or post-graduate NP certificate must complete all courses in their Program of Study at Wright State University, and no transfer credit can be applied to this requirement. (University Policy 5560: Second Master's Degree).
2. Core Courses
    a. Waive all Wright State's Core Courses for any student who has a previous master's degree in nursing.
3. Supporting Courses
    a. Waive all courses that were part of their previous master's degree that are similar to the courses in the desired nursing master's concentration.
        i. A review of the Previous Institution's University Catalog, in effect at the time the student was enrolled, must be reviewed to determine if the catalog description "matches" Wright State's courses.
4. Licensed APRNs:
    a. Waive 3 P's (Physical Assessment, Pathophysiology, and Pharmacology) if listed on the previous institutions transcript and matches the program requirement (Lifespan or Peds only).
5. Non-licensed APRN
    a. Waive Physical Assessment and Pathophysiology if listed on the previous institution's transcript and will be less than 7 years old when the student will graduate from Wright State's program.
    b. Waive Pharmacology if course is listed on the previous institution's transcript and will be less than 5 years old at time of graduation.
6. Waive Statistics (HLT 7100 or EDL 7510) if student has had prior graduate nursing research course.

RATIONALE: This policy provides guidance for waiving previously earned graduate course work.
RELATED POLICIES: NONPF Guidelines (Example Form F: Gap Analysis); University Policy 5520: Time Limit for Master's Degree; University Policy 5560: Second Master's Degree.

WRIGHT STATE UNIVERSITY GAP ANALYSIS FOR SECOND MASTER'S OR POST-GRADUATE NP CERTIFICATE STUDENTS

Name of Candidate:

New National NP Certification Sought:

Masters or NP National Certification Previously Completed: **Institution:**   **Year:**

Instruction:

This form is to be used for a student who already has a master's degree in a nursing concentration area. This form is specifically used for students who are seeking partial credit or waiver of coursework toward completion of a second master's (Second Master's – Minimum of 22 credit hours – WSU University Policy 5560) or a post-graduate NP certificate (Certificate – 9 to 21 credit hours). The form should be completed after a thorough analysis of completed coursework compared with the program requirements. For students seeking a certification in an NP population-focused area of practice, or a second NP population-focused area of practice, a thorough review of the previous clinical experiences is compared with the program requirements and national NP competencies necessary for certification in the NP population-focused area of practice.

- In column 1, list the course for the standard required program of study required for preparing in the DESIRED WSU master's concentration.
- In column 2, list courses from the students' transcript that will be used to waive courses from column 1. List the course on the same or equivalent line as the course in column 1.
- In column 3, identify and describe clinical hours and experiences needed to meet the required competencies of the new or desired area of NP practice area (if not seeking an NP master's leave this column blank). The student must meet the clinical course requirements of the program of study using both clinical courses previously taken and indicated on the transcript and courses to be completed.
- In column 4, list all coursework to be completed for the certificate/degree (all courses from column 1 not waived). This column in combination with column 3, will constitute the student's individualized program of study.

GAP ANALYSIS FOR WSU SECOND MASTER'S CONCENTRATION OR POST-GRADUATE NP CERTIFICATE

List Required Courses for the DESIRED Area of Practice	List Courses from Transcript that Satisfy Required Courses	Type and Number of Clinical Experiences Needed by Student	Coursework to be Completed by the Student for the Certificate/Degree
NUR 7001 – Roles – 3			
NUR 7003 – Policy – 3			
NUR 7005 – Research – 3			
HLT 7001 or EDL 7510 – Stats – 3			
Nur 7004 – Theory – 3			
NUR 7102 – Pathophysiology - 3			
NUR 7103 – Pharmacology -3			
NUR 7104 – Assessment -3			
NUR 7105 – Population Health -3			

Signature of Program Director:

Course Descriptions – link to WSU Academic Catalog

Course descriptions can be found in the Wright State University [Academic Catalog](catalog.wright.edu) (catalog.wright.edu).

Graduate Course Schedule

C = Campus; OL = Online
This is a proposed schedule only.

Revised 8/21/2022

CORE COURSES			
Course #/Title/Credit Hours	Fall	Spring	Summer
NUR 7001: Role Development and Leadership (3)	OL		OL
NUR 7003: Health Policy, Politics and Issues (3)		OL	OL
NUR 7005: Nursing Research and Evidence for Practice (3)		OL	OL
NUR 7098: Supervised Experience in Nursing Research (1-3 variable credits)	Determined by student & advisor		
NUR 7099: Thesis/Scholarly Project Advising (1-3 variable credits)	Determined by student & advisor		
SUPPORTING COURSES			
Course #/Title/Credit Hours	Fall	Spring	Summer
HLT 7001: Introduction to Biostatistics for Evidence-Based Practice in Health Sciences		OL (S22)	OL
NUR 7002: Information Technology in Health Care (3)	OL		
NUR 7004: Theoretical Foundations for Nursing Practice (3)			OL
NUR 7102: Advanced Pathophysiology across the Lifespan for Advanced Nursing Practice (3)	OL		
NUR 7103: Applied Pharmacology and Therapeutics for Advanced Practice across the Lifespan (3)		OL	
NUR 7104: Advanced Health Assessment across the Life Span (3)	OL		
NUR 7105: Population Health (3)	OL	OL	
NUR 7106: Advanced Family Nursing (2)		OL	
NUR 7123: Pediatric Pharmacology (3)			
NUR 7124: Advanced Health Assessment of Children and Adolescents (3)			
HLT 7121 Human Genetics and Genomics for Health Professionals (2)		OL (Even EOY)	
EDL 7510: Statistics and Research	OL	C	OL
ELECTIVES			
Course #/Title/Credit Hours	Fall	Spring	Summer
NUR 6114: Nursing Elective (1-3 variable credits)		OL	
NUR 7114: Nursing Elective (1-3 variable credits)			TBD
NUR 7115: Independent Study (1-3 variable credits)	Determined by student & advisor		
ADMINISTRATION			
Course #/Title/Credit Hours	Fall	Spring	Summer
NUR 7301: Strategic Planning for Nursing and Health Care Systems (6 credit hours: 3 didactic, 3 clinical = 168 clinical hours)	OL		
NUR 7302: Human Resource Management in Nursing Administration (3)		OL	
NUR 7304: Financial Resource Management in Nursing Administration (3)		OL	
NUR 7305: Organizational Theory & Health Care Decision Making (3)	OL		
NUR 7313: Nurse Administrative Practice (3 credit hours: 1 didactic, 2 clinical = 112 clinical hours)		OL	

ADULT-GERO ACUTE CARE NURSE PRACTITIONER			
Course #/Title/Credit Hours	Fall	Spring	Summer
NUR 7201: Common Acute and Emergent Adult Health Problems I (8 credit hours: 5 didactic, 3 clinical = 168 clinical hours)			OL
NUR 7202: Common Acute and Emergent Health Problems II (8 credit hours: 5 didactic, 3 clinical = 168 clinical hours)	OL		
NUR 7203: Adult-Gerontology Acute Care Nurse Practitioner Practicum (6 credit hours: 2 didactic, 4 clinical = 224 clinical hours)		OL	
NUR 7213: Adult Gerontology Acute Care Diagnostics & Procedures (2)			C
FAMILY NURSE PRACTITIONER			
Course #/Title/Credit Hours	**Fall**	**Spring**	**Summer**
NUR 7801: Primary Health Care of Women, Children and Adolescents (6 credit hours: 3 didactic, 3 clinical = 168 clinical hours)			OL
NUR 7802: Primary Care of Adults (5 credit hours: 2 didactic, 3 clinical = 168 clinical hours)	OL		
NUR 7803: Family Nurse Practitioner Practicum (6 credit hours: 1 didactic = 2 seminar hrs per week, 5 clinical = 280 clinical hours)		OL	
NEONATAL NURSE PRACTITIONER			
Course #/Title/Credit Hours	Fall	Spring	Summer
NUR 7720: Primary Care to the Age of 2 for the Formerly Ill Child (2 credit hours: 1 didactic, 1 clinical = 56 clinical hours)			OL (Even EOY)
NUR 7731: Advanced Newborn and Infant Pharmacology (3 credit hours)		OL (Odd EOY)	
NUR 7732: Advanced Neonatal Assessment (4 credit hours: 3 didactic, 1 clinical = 56 clinical hours)			OL (Odd EOY)
NUR 7733: Clinical Competencies and Management for NNP 1 (6 credit hours: 3 didactic, 3 clinical = 168 clinical hours)	OL (Odd EOY)		
NUR 7734: Advanced Clinical Competencies and Management for NNP Practice II (7 credit hours: 3 didactic, 4 clinical = 224 clinical hours)		OL (Even EOY)	
NUR 7735: Translation of Evidence to Practice and Management for NNP III (7 credit hours: 3 didactic, 4 clinical = 224 clinical hours)	OL (Odd EOY)		
PEDIATRIC NURSE PRACTITIONER – ACUTE CARE			
Course #/Title/Credit Hours	Fall	Spring	Summer
NUR 7550: *Health Promotion and Management of Pediatric Minor Illnesses and Injuries* (6 credit hours: 3 didactic, 3 clinical = 168 total clinical hours)		OL (Odd EOY)	
NUR 7551: Chronic Care for Pediatric Nurse Practitioners (6 credit hours: 3 didactic, 3 clinical = 168 clinical hours)	OL (Odd EOY)		
NUR 7512: Acute Illness Management for Acute Care Pediatric Nurse Practitioners (5 credit hours: 3 didactic, 2 clinical = 112 clinical hours)			OL (Odd EOY)
NUR 7513: Practicum for Acute Care Pediatric Nurse Practitioners (6 credit hours: 2 didactic, 4 clinical = 224 clinical hours)		OL (Even EOY)	

Course #/Title/Credit Hours	Fall	Spring	Summer
PEDIATRIC NURSE PRACTITIONER – PRIMARY CARE			
NUR 7550: Health Promotion and Management of Pediatric Minor Illnesses and Injuries (6 credit hours: 3 didactic, 3 clinical = 168 total clinical hours)		OL (Odd EOY)	
NUR 7551: Chronic Care for Pediatric Nurse Practitioners (6 credit hours: 3 didactic, 3 clinical = 168 clinical hours)	OL (ODD EOY)		
NUR 7552: Practicum for Primary Care Pediatric Nurse Practitioners (6 credit hours: 2 didactic, 4 clinical = 224 clinical hours)		OL (Even EOY)	OL (dual stud) Even EOY
PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER			
Course #/Title/Credit Hours	Fall	Spring	Summer
NUR 7611: Psychiatric and Mental Health Nurse Practitioner Practicum I (7 credit hours: 5 didactic, 2 clinical = 112 clinical hours)			OL
NUR 7612: Psychiatric & Mental Health Nurse Practitioner Practicum II (8 credit hours: 5 didactic, 3 clinical = 168 clinical hours)	OL		
NUR 7613: Psychiatric and Mental Health Nurse Practitioner Practicum III (7 credit hours: 2 didactic, 5 clinical = 280 clinical hours)		OL	
SCHOOL NURSING			
Course #/Title/Credit Hours	Fall	Spring	Summer
NUR 6901: School Nursing (2-4 variable credit hours)			OL
NUR 6902: Children and Adolescents with Health Needs in Schools (3 credit hours)			OL
NUR 6903: School Nursing Practicum (3 cr hrs; 1 didactic = 2 seminar hours; 2 practicum = 112 clinical hours)	OL		
NUR 7901: Advances in School Nursing (3 credit hours: 1 didactic = 2 seminar hrs per week, 2 clinical = 112 clinical hours)	OL		

Please note: The SONKH reserves the right to cancel courses if there is insufficient enrollment.

8/21/2022

Financial Aid

Applications and additional information on financial aid for graduate students can be obtained by contacting RAIDERCONNECT.
RaiderConnect@wright.edu
937-775-4000
Student Accounts, Financial Aid and Registration services for students

Financial aid is only available for students enrolled in degree programs.

Wright State Scholarships

Wright State University does offer Scholarships to Graduate Students. Graduate students can submit ONE online scholarship application to apply for multiple scholarships funded by both the Wright State Foundation and the University. Please review information about Graduate Scholarship at Graduate Scholarships.

It is the responsibility of nursing students to familiarize themselves with regulations that apply to all university students. Students should refer to the most current catalog and university student handbook for those policies and procedures currently in effect. Nursing students are also responsible for checking their Wright State email account and Pilot courses daily. **Students are accountable for all information posted.**

Academic Policies

Please note admission policies for the graduate program are posted on the School of Nursing website.

Upon acceptance, a Program of Study (POS) is formulated at this time so the student knows what courses to complete each term. Both nursing graduate program director and student must sign the POS. If a student needs to make a change in their POS, she/he must notify the director (or their designee) to revise the plan prior to progressing. (Please refer to the leave of absence and withdrawal policy.)

Failure to abide by these policies may result in dismissal from the School of Nursing.

Continuous Enrollment

After acceptance at WSU into the Graduate Program, the student must maintain continuous enrollment by enrolling in a minimum of one course each semester of the academic year (with exception of the summer semester) until completion. If the student has an incomplete in any course the student is still considered enrolled in the School of Nursing. If the student requires absence from the program the student must notify in writing their program director and arrange an appointment for revision of the student's program of study and request in writing a leave of absence from the SONKHS Chair and Dean of the School of Graduate Studies (See **Leave of Absence and Withdrawal Policy**). ht

Reaffirmed NUR GCC 3.15.23

Completion of Master's Degree (Time Limit)

Students must complete all requirements for a master's degree within seven years unless the students' specific program has a shorter time limit. The time limit is defined as being from the beginning date of the earliest course taken at Wright State University within the 45 hours applied toward the degree as determined by the program of study. The time limit excludes a leave of absence granted in advance for adequate cause by the academic program and the Dean of the Graduate School.

https://policy.wright.edu/policy/5520-time-limit-masters-degrees
https://policy.wright.edu/policy/5810-academic-standards-graduate-certificate-programs

Grad Curr 11/20/13

Completion of Clinical Requirements

This policy relates to the provision by faculty of incomplete grades in graduate clinical courses when the student is unable to complete required clinical hours. Students who are unable to complete all the required clinical hours in a course during the academic semester in which they are registered <u>may</u> be eligible to receive a grade of Incomplete (I) upon making arrangements with course faculty. Students receiving an "I" grade for incomplete clinical hours must follow university guidelines for receiving a grade of Incomplete.

https://policy.wright.edu/policy/4010-grading-system

Revised: Graduate Curriculum

Dismissals from the SONKH and Readmission

The SONKH adheres to the dismissal policies and procedures as found in the Graduate School Policy regarding "Academic Standards."

Any student who is dismissed from the School of Nursing, Kinesiology, and Health Sciences and still wishes to pursue a degree at WSU must apply for readmission to the School of Graduate studies and the School of Nursing, Kinesiology, and Health Sciences. Readmission is not guaranteed due to changes in admission policies, a competitive applicant pool and/or availability of resources.

Dual Concentrations

Students admitted to two concentrations may matriculate through both concentrations with a prescribed number of clinical hours to meet national standards. In some cases, approval has already been received from accreditation bodies for cross counting clinical hours.

1. Application must be made to both concentrations and students must be admitted to both concentrations. The student formally applies on the graduate school application online to one concentration and then indicates the desire to apply to the second concentration in the comments box.
2. An individual program of student is made that is signed by both Director of graduate concentrations and the student. Program of study must include minimum of 52 credit hours.
3. Upon acceptance to dual concentrations, the Graduate School must be notified related to this status so that it is correctly reflected on the student's transcript.
4. The Director of graduate concentrations ensure that the student will be fully eligible to sit for their respective certification exams.
5. If a student adds a second concentration while matriculating through a first concentration, an updated program of study must be signed and forwarded to the graduate office.
6. Student graduates once upon completion of all requirements for both concentrations.

Leave of Absence & Withdrawal Policy for Graduate Students

Any student that anticipates the need for a leave of absence must request and receive approval for said leave. If the student is not continuously enrolled and takes no classes for more than three semesters, the student will be considered withdrawn. Any student that anticipates the need for a leave of absence must request and receive approval for said leave.
'

1. All requests for a leave of absence are to be submitted to the Program Director, SONKHS Chair, and Dean of the School of Graduate Studies by personal letter giving time of leave and length requested as well as rationale. In conjunction with the Chair, the Dean of the School of Graduate Studies will make a determination based upon the circumstances as presented in each individual case and the leave is for a defined time period.
2. A student leaving the University at any time during the term must officially withdraw from their courses; otherwise, the student will receive an "F" or "X" for each course in which the student is enrolled. Non-attendance of the courses or notification to an instructor does not constitute official withdrawal. The current withdrawal policies and procedures are stated in the Wright State University Graduate School website (https://www.wright.edu/graduate-school). In order to resume your program of study after withdrawal for one or more terms, it will be necessary for the student to complete a new program of study. Students returning from extended leaves of absence will be integrated/readmitted into the CURRENT curriculum offerings which may require additional credit or coursework.
3. Re-enrollment is not automatic. Students who have not completed at least one course within 3 semesters are considered to be in inactive status and, therefore, must reapply for admission to the University and pay any associated fees. Currently enrolled students receive priority over re-applicants or transfer students. Returning students are admitted on a space available basis. A person whose nursing program is interrupted for any reason must meet the degree requirements in effect at the time of readmission to the College. Students may be required to repeat a course if the content of the original course is considered to be out of date.

Please refer to the Graduate School Policy regarding "Withdrawal from Courses" found at the following website: https://www.wright.edu/graduate-school/policies-and-procedures

Reaffirmed NUR GCC 3.15.23

Prior Learning, Transfer Credit, Advanced Standing Policy

TITLE: SONKH GUIDELINES FOR TRANSFER CREDIT, PRIOR LEARNING ASSESSMENT, AND ADVANCED STANDING

The School of Nursing, Kinesiology, and Health Sciences (SONKH) recognizes that many adult learners have knowledge and skills developed through prior academic and non-academic training and experience, which may be equivalent to college-level coursework. WSU has established university procedures to allow students to earn college credit for prior coursework and occupational experience, including credit for any military training based on the American Council on Education (ACE) guidelines. The SONKH follows University procedures for determining transfer credits or credits received through Prior Learning Assessment (PLA).

This SONKH policy outlines: (1) awarding credit for SONKH courses through transfer of academic credit, (2) awarding credit for prior learning, and (3) awarding advanced standing status as defined by the Ohio Board of Nursing.

POLICY:

1. Advanced standing: The Ohio Board of Nursing (OBN) defines "Advanced standing" as credit granted for prior nursing courses or transfer credit according to the policy required by paragraph (A)(3) of rule 4723-5-12 of the Administrative Code (OBN 4723-5-01[B]). Students wishing to enroll in the SONKH will have an opportunity to obtain Advanced Standing in the nursing program on an individual basis.
   a. All students who transfer nursing coursework from a regionally accredited institution will begin the nursing program of study based on transfer credit for prior completed coursework, subject to syllabus review.
   b. All students wishing to transfer nursing coursework from a non-regionally accredited institution may submit a portfolio for prior learning assessment.
   c. All students having prior non-nursing health related education through regionally or non-regionally accredited programs, or who have health care related occupational experience, may submit a portfolio for assessment of prior learning.
   d. Credit will be granted to students with military training, experience, or coursework that has been recognized by the American Council on Education (ACE) or is otherwise regionally accredited (consistent with the Chancellor of the Ohio Board of Regents' Directive 2011-004).
   e. Regardless of transfer and/or PLA credit, all students must have a program of study that reflects all university degree completion requirements.
2. Graduate Students
   a. Total credit obtained through transfer courses and/or prior learning assessment cannot exceed 50% of the credits required for the graduate degree being pursued.
   b. Total credit obtained through transfer courses and/or PLA cannot exceed 33% of the credits required for a graduate certificate. Note: In addition, a minimum of 9 credit hours of certificate courses must be taken at WSU to meet the residency requirement.
   c. An exception is made for civil servants and military personnel employed by Wright Patterson Air Force Base who have been transferred to the base within the previous three years, who have no limit to the amount of graduate credit they may transfer.
   d. All PLA credits will be applied to the student's transcript following successful completion of the first nursing course in the student's program of study with a grade of "C" or better.
3. RN TO BSN Undergraduate Pathway
   a. All RN-BSN students must possess a valid, unencumbered Registered Nurse (RN) license.
   b. For students transferring from another RN-BSN program, no more than a total of 9 of the 30 required nursing credit hours listed on the RN-BSN program of study may be obtained through transfer or PLA.
      i. Students transferring from regionally accredited programs will use the credit transfer process.
      ii. Students transferring from non-regionally accredited programs will use the PLA process.
   c. Graduates of regionally accredited associate degree nursing programs will receive transfer credit hours of electives.
   d. Graduates of non-regionally accredited associate degree nursing programs must submit a PLA portfolio showing a valid, unencumbered state of Ohio nursing license, to obtain up to a maximum of 31 credit hours of electives.
   e. All PLA credits will be applied to the student's transcript following successful completion of the first nursing course in the student's program of study with a grade of "C" or better.
   f. PLA and transfer credits may not be used to meet the University residency requirements.
4. Traditional Undergraduate Pathway
   a. Undergraduate students must earned a minimum of 30 semester credits hours at Wright State University to meet residency requirements.
   b. PLA and transfer credits may not be used to meet the University residency requirement and/or the general education (core) requirements.

      c. All PLA credits will be applied to the student's transcript following successful completion of the first nursing course in the student's program of study with a grade of "C" or better.

5. Alternative Pre-Licensure Pathway (APP)
      a. LPNs and other health-care practitioners who are state licensed/certified to practice must have a current valid, unencumbered license or certification.
      b. Individuals with prior health care related education, from regionally or non-regionally accredited training programs, and recent work experience (within the previous 5 years) in direct patient care (LPNs, military medics, paramedics, EMT's, etc.) may request prior learning assessment for equivalent nursing course credit.
      c. In addition to transfer/PLA credits for didactic nursing courses, eligible students may receive partial course credit for one credit hour of laboratory/clinical experience for all clinical nursing courses except the final practicum.
      d. Students who fail to achieve a grade of "C" or better in any clinical course for which they have received partial course credit for clinical will be required to retake the course for the full amount of credits.
      e. All PLA credits will be applied to the student's transcript following successful completion of the first nursing course in the student's program of study with a grade of "C" or better.
      f. Transfer and PLA hours may not be used to meet the University requirements.

6. Students who disagree with a decision regarding transfer of credit or prior learning assessment credit made by the School of Nursing, Kinesiology, and Health Sciences may pursue a petition as outlined in the most recent petition guidelines for the type of course being petitioned (undergraduate or graduate).

PROCEDURE:

1. Transfer of Credit from Regionally and Non-Regionally Accredited Institutions of Higher Education
    A. *Transfer of Graduate Level Courses and Advanced Standing*: Upon the approval of the School of Nursing, Kinesiology, and Health Sciences and the Graduate School, graduate credit completed at another graduate school may be transferred to the student's program at Wright State. Credit may be transferred if the following conditions are met:
      a. The institution must be a regionally accredited academic institution of higher education and/or be a graduate nursing program accredited through either CCNE, ACEN, or CNEA.
      b. The student was admitted and enrolled as a graduate student at the institution where the graduate credit was completed.
      c. The student left the other institution in good standing.
      d. The grades in the courses to be transferred were "B" or better.
      e. The credit was obtained within the seven-year matriculation time limit for master's degree programs, five year time limit for certificate programs, and ten year time limit for doctoral programs.
      f. An official transcript reflecting the course work and grade received is on file in the Graduate School.
      g. The graduate program administrator reviews the course with faculty teaching a similar course at WSU to determine if the course is equivalent in terms of content and learning outcomes to the WSU required course. The signed *Transfer Credit Approval Form* documenting the decision is placed in the student file along with a copy of the syllabus.
      h. The student has a current program of study on file with the Graduate School. The program of study must clearly reflect the student's required and elective courses, including those in which transfer credit was accepted.
    B. *Transfer of Undergraduate Courses and Advanced Standing*: Upon approval of the School of Nursing, Kinesiology, and Health Sciences, undergraduate credit completed at another undergraduate institution may be transferred to the student's program at Wright State.   Credit may be transferred if the following conditions are met:

a. The institution must be a regionally accredited academic institution of higher education and/or be a graduate nursing program accredited through either CCNE, ACEN, or CNEA.
b. The student was admitted and enrolled as a student at the institution where the undergraduate credit was completed.
c. The student left the other institution in good standing.
d. The grades in the courses to be transferred are "C" or better.
e. Science courses must be completed within five-year prior to admission.
f. An official transcript reflecting the course work and grade received is on file at the university.
g. Transfer credit for courses approved through the Ohio Articulation and Transfer Policy or local transfer agreements will be guaranteed.
h. Courses not meeting "h" above will be reviewed by the student's academic advisor for equivalency with WSU courses.
   a. If the student's academic advisor is unclear regarding the appropriateness of transfer of a general education credit, the advisor will request further evaluation by college administration.
   b. For undergraduate nursing courses, the college administration reviews the course, along with faculty teaching a similar course at WSU, to determine if the course is equivalent in terms of content and learning outcomes to the WSU required course. The signed *Transfer Credit Approval Form* documenting the decision is placed in the student file along with a copy of the syllabus.
i. The student has a current program of study on file that clearly reflects the student's required nursing and other supporting courses in the program of study. The program of study must include enough courses at WSU for student to meet current residency requirements**.**

2. **Granting Credit by Prior Learning Assessment (PLA)**
   A. Prior learning may be demonstrated in three ways: (1) standardized examinations by nationally recognized external testing organizations; (2) examinations administered internally by Wright State departments; and (3) portfolio assessment.
   B. The student must be registered for the term in which prior learning is assessed.
   C. Students may attempt the exam or portfolio assessment no more than two times for the same course.
   D. **Residency: As noted above, c**redits for demonstrated knowledge earned through any prior learning method do not fulfill Wright State University residency requirements.
   E. **Credit by Examination**
      a. *External Standardized Exams*: The SONKH website will clearly specify any courses for which standardized examination is an option for course equivalency of a nursing course. Information posted on the website will include courses with equivalent exams, required score for credit on the exam, and eligibility for the exam. All students eligible to take the course will have the option of taking the standardized exam for prior learning credit.
         (1) Standardized tests administered by nationally recognized testing organizations: The student is responsible to pay the testing authority but will have no additional fee charged by WSU.
         (2) Standardized tests deemed acceptable by the SONKH, but which require proctoring by the SONKH staff and/or faculty: In addition to costs assessed by the testing authority, students must complete the Prior Learning Assessment (PLA) Registration form and pay appropriate Wright State University processing fees to receive credit. The form can be accessed from the following link: https://www.wright.edu/academic-affairs/policies/prior-learning-assessment-procedure-and-form.
         (3) Students passing the exam will receive a 'P' grade for that course.
      b. *School of Nursing, Kinesiology, and Health Sciences Developed and Administered Examinations*: The SONKH website will clearly identify any courses in which an internally developed and

administered examination is an option for course equivalency of a nursing course. All students eligible to take the course will be eligible to sit for the internally developed and administered exam. Students must complete the Prior Learning Assessment (PLA) Registration form and pay appropriate college and Wright State University processing fees to receive credit. The form can be accessed from the following link: https://www.wright.edu/academic-affairs/policies/prior-learning-assessment-procedure-and-form. Students passing the exam will receive a 'P' grade for that course.

F. Credit by Portfolio Assessment

    a. Students may provide a formal written request for recognition of prior learning by submitting a portfolio for internal analysis in the SONKH which provides documentation of past experiences that are equivalent and comparable to specific course objectives or competencies.

    b. A listing of courses eligible for internal portfolio assessment is made available to students on the college website with all students given the opportunity to submit a portfolio for review.

    c. Students may submit a portfolio for assessment no more than two times. A second portfolio can be submitted no sooner than 30 days after receiving notice of the outcome of the initial portfolio assessment.

    d. Portfolios are reviewed by a nursing faculty trained in assessing portfolios for credit using standardized rubrics for portfolio assessment.

    e. Students must complete the most recent Prior Learning Assessment (PLA) Registration form and pay appropriate Wright State University processing fees to receive credit.

    f. It is highly recommended that students consult an academic advisor for guidance on how to submit a successful portfolio for assessment.

    g. Portfolios must contain the following elements:

        i. Introduction—Statement of purpose of the portfolio providing an introduction of the student and summary of portfolio contents.

        ii. Course Identification—Clear indication of the SONKH course the student is requesting to have considered for credit including course objectives.

        iii. Narrative—A narrative providing a clear and organized description of how the student believes he/she has met each course objective for the specified course based on any previous coursework, work experience, training, etc. The narrative is written in APA style with references as appropriate.

        iv. Appendices—Each portfolio should include Appendices providing supporting documentation as evidence to support the narrative with each Appendix numbered alphabetically starting with the Letter 'A.' Examples of supporting documentation to include in the Appendices include letters of verification from an employer/supervisor, work products, videos or audio recordings, course completion or CEU certificates, websites, etc. A portfolio may be denied due to lack of appropriate documentation.

        v. Authentication—Final signed statement indicating authenticity of the information and documentation as true and the student's own work.

4/24/19

Wright State University
School of Nursing, Kinesiology, and Health Sciences

Transfer Credit Approval Form

Student Name_____ WSU UID #_____

Address_____

Phone_____

WSU Email _____

Course Transfer Requests:

1. Name of Course Taken: _____
Credit Hours: _____   ☐ quarter hours   OR   ☐ semester hours
Institution: _____
Final Grade: _____   Date of Completion: _____
Requesting transfer and equivalence for NUR_____

Syllabus reviewed by: _____ Date: _____

Equivalency for transfer ☐ Approved ☐ Denied (check one). Comments:

_____
Signature of College Level Approval   Title   Date

2. Name of Course Taken: _____
Credit Hours: _____   ☐ quarter hours   OR   ☐ semester hours
Institution: _____
Final Grade: _____   Date of Completion: _____
Requesting transfer and equivalence for NUR_____

Syllabus reviewed by: _____ Date: _____

Equivalency for transfer ☐ Approved ☐ Denied (check one). Comments:

_____
Signature of College Level Approval   Title   Date

*Original completed form filed, **with syllabi attached**, in student's record and used to develop program of study. Copy sent to student with decision.*

Portfolio Assessment Statement of Original Work

I am submitting a portfolio for assessment for equivalency for the following course offered at Wright State University:

_____

College/Department

_____   _____

Course Number   Course Title

I affirm that all materials submitted with this portfolio are my original work. I have properly referenced other sources that I used in my narrative. I have not copied work from other sources nor claimed other's work as my own. I understand that submitting plagiarized work is a violation of the WSU Code of Student Conduct (https://www.wright.edu/community-standards-and-student-conduct/code-of-student-conduct)

_____   _____   _____

Last Name (please print)   First name   U ID #

_____   _____

Signature   Date

Second Master's in Nursing

When applying for a Second Master students who can document equivalency of previous course work may petition to have these course requirements waived by the concentration admissions committee. When a course requirement is waived, the student pursuing a second master's degree will be required to take elective graduate courses in order to meet the 22 hours required minimum established in the *Wright State University Graduate Catalog.*

Certain courses in the university require prerequisite courses. The second master's degree student is required to meet these prerequisites or seek instructor approval for class registration.

Procedure: Students who want to pursue a second master's degree in the School of Nursing are required to complete a program of study form with their academic advisor during their first semester of study. This plan should be signed by the student and submitted to the School of Nursing, Kinesiology, and Health Sciences's Student Affairs Office.

Grad Curr 9/17/14

Academic Misconduct

Academic misconduct as defined in the Wright State University Student Handbook "includes but is not limited to plagiarism (submission of an assignment as the student's original work that is wholly or in part the work of another person) or dishonest conduct during an examination (including possession of tests or notes not authorized by the instructor or of a device prepared specifically for the purposes of cheating; communication with another person other than the instructor, by any means; looking at another person's paper; violation of procedures prescribed to protect the integrity of an examination; cooperation with another person in academic misconduct)."

Examples of Academic dishonesty include, **but are not limited to**, the following behaviors:

Using external assistance during an examination, including:
a. Communicating in any manner with another student during an examination;
b. Copying material from another student's examination;
c. Permitting another student to copy from your examination;
d. Using notes, calculators, or other devices during an examination without expressed consent from the instructor; and
e. Utilizing the assistance of a third party in completing a "take home" exam when such assistance is not expressly permitted.

Falsifying information, including:
a. Inventing or altering data for a laboratory experiment or field project;
b. Altering the content of a graded paper and resubmitting it to the instructor under the pretense of an error in grading; and
c. Creating a fictional citation for a research paper.

Taking credit for the work of others, including:
a. Quoting, paraphrasing, or otherwise using the words or ideas of another as your own without acknowledging or properly citing the other (commonly called plagiarism);
b. Submitting as your own work any paper, homework assignment, take-home examination, computer program, artistic work, or other academic product created wholly or in part by, provided by or obtained from another.

Engaging in improper conduct such as:
a. Obtaining or reading a copy of a confidential examination in advance of the time it will be administered without the knowledge and consent of the instructor;
b. Reusing a paper or essay submitted in a previous term or course; Creating or making changes to your academic record or changing grades; Stealing, changing, destroying, or impeding the academic work of another student.

PROCEDURE:
1. Alleged violations of academic misconduct may be reported by faculty, staff, or students in the SONKH.
2. A violation may be reported to the faculty of the course in which the alleged act occurred, the Chair of the SONKH, or a member of the staff of the Office of Community Standards and Student Conduct.
3. Faculty-Student meetings will be held as described in the Wright State University *Code of Student Conduct.*
4. All matters relating to academic misconduct are referred to the Office of Community Standards & Student Conduct
5. Penalties for academic dishonesty and the student procedure in academic dishonesty prosecution are clarified in the Wright State University Student Handbook and on the [Community Standards and Student Conduct](#) website.
6. SONKH sanctions, including course failure and/or dismissal from the nursing program, will be applied for students who violate the WSU Student Code of Conduct and/or any applicable state nursing practice or federal policies.
7. Additional sanctions may be imposed by the WSU Office of Community Standards & Student Conduct.
8. A student accused of a violation of academic integrity is not permitted to drop or withdraw from the course in which the allegation of academic dishonesty occurred while the matter is under review.

Faculty Assembly 4/19/17

Accommodations for Student Disabilities

WSU SONKH is respectful of students' rights and responsibilities in accordance with the Americans with Disabilities Act of 1990 ("ADA"), as amended by the ADA Amendments Act of 2008, as well as Section 504 of the Rehabilitation Act of 1973. The University and the SONKH are committed to providing reasonable accommodations to students with disabilities. Any student who believes a reasonable accommodation is necessary may request such an accommodation. While the process for requesting reasonable accommodation may be started at any time, accommodations may not be implemented retroactively. Therefore, it is important that students allow ample time for their accommodation requests to be processed.

Accommodations for Disability

1. Accommodations may be requested for existing, newly diagnosed, or temporary disabilities or limitations (e.g., casted arm).
2. No student is required to disclose a disability before or after admission to the SONKH. However, disclosure and documentation are required if accommodations are requested.
3. Any student who believes a reasonable accommodation is necessary should contact the Wright State Office of Disability Services ("ODS") for information on the reasonable accommodation process.
4. Once a student is qualified by ODS as having a disability, ODS will research, consider, and attempt to develop a potential accommodation plan with the student.
5. Students will then make arrangements to meet with the SONKH Chair and/or course instructor prior to the start of the course or as soon as possible if the need is identified during the term. This notification will allow time for Chair and/or faculty member to determine if the requested accommodation(s) are reasonable and can be implemented without fundamentally altering the SONKH's technical and program standards.
6. The SONKH will assure educational access by providing reasonable and appropriate accommodations, while maintaining the academic standards and integrity of the nursing program. Accommodations that compromise

patient care, or that fundamentally alter the nature of the program or activity, are not considered to be reasonable.

7. If the student cannot meet the essential functions of a particular course, either unassisted or with dependable use of assistive devices (reasonable accommodation), the student may not be able to successfully complete the course.

8. If a student or faculty member believes a student is not succeeding with the existing accommodations, ODS will be notified. The student will meet with ODS for further advising and/or referral.

Technical Standards

Throughout the program, the student must be able to complete, with or without reasonable accommodation, typical nursing activities and role functions of a *generalist* Registered Nurse in order to provide safe and effective patient care in each clinical area set forth by the curriculum. Upon admission to the Nursing program, certification by a healthcare provider is required stating the student's general physical and/or mental health is sufficient to meet the technical requirements of the nursing program.

Faculty Assembly 4/18/18

Wright State University-School of Nursing, Kinesiology, and Health Sciences
School of Nursing, Kinesiology, and Health Sciences

Statement Regarding Compliance with Technical Standards

Candidates and students for the Undergraduate or Graduate Nursing Programs are required to certify that they understand and can meet these technical standards or that they believe that, with certain reasonable accommodation, they can meet the standards.

STUDENT VERIFICATION

I, _____, UID_____, acknowledge that I have been provided with and have reviewed the Technical Standards for the Wright State University–Miami Valley School of Nursing, Kinesiology, and Health Sciences. By signing below, I hereby certify that, to be best of my knowledge and belief, I am capable of demonstrating the technical standards on a regular basis, with or without reasonable accommodation. I understand that willful misrepresentation of my capabilities may disqualify me from continuing in the program.

I understand that, should I wish to request any accommodation to perform any of the essential technical standards identified above, I will contact the Office of Disability Services ("ODS") at 937-775-5680 or visit their website at www.wright.edu/ods.

_____
Printed Name

_____   _____
Signature   Date

Faculty Assembly 4/18/18

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TECHNICAL STANDARDS FOR STUDENTS

Nursing students are held to a very high standard of performance. Nursing education involves not only classroom learning activities but, also, clinical learning activities across a wide variety of health-related agencies with actual patients. These activities require a combination of abilities including cognitive, sensory, physical, emotional, and social skills.

Individuals seeking admission to the SONKH should be aware that certain limitations resulting from health conditions can interfere with patient care and/or patient safety to the extent that such limitations may not be compatible with successfully completing the Nursing program, even with reasonable accommodation.   Such conditions may include those that cause a high absenteeism rate, an inability to perform routine nursing tasks, an inability to promptly engage in critical thinking, or an inability to provide necessary emergency interventions. WSU seeks to respectfully collaborate with students to ensure accessibility while maintaining student accountability for knowledge acquisition, integration, and application.

The SONKH provides the following technical standards and related examples of typical nursing role functions to inform prospective and current students of the performance requirements that are necessary to successfully provide effective and safe patient care. Please note that the examples are not all inclusive. These standards apply to all student conduct regardless of setting (classroom, health care agency, lab, online, etc.).

Applicants and enrolled students for all Nursing programs must be able to meet the following technical standards, determined to be essential to the performance of the nursing role by the Wright State University nursing faculty:

Functional Areas	Technical Standards	Some Examples of Related Typical Nursing Role Functions
Cognitive Abilities		
1. Reading	1.1. Read and understand written documents in English.	1.1.1. Read and understand agency policies and procedures. 1.1.2. Read and understand information in patient charts. 1.1.3. Comprehend standard nursing and medical terminology.
2. Arithmetic/Math	2.1. Read and understand numbers and symbols.	2.1.1. Read and understand meaning of medication orders. 2.1.2. Read and understand meaning of number readouts on monitors. 2.1.2. Accurately tell time.
	2.2. Document numbers, measurements, and symbols.	2.2.1. Write numbers and symbols on hard files. 2.2.2. Type numbers and symbols in electronic files
	2.3. Accurately add, subtract, multiply, and divide.	2.3.1. Accurately measure objects regarding length, width, height, weight, etc. 2.3.2. Compute drug dosages, rates of delivery, etc. 2.3.3. Convert numbers to and from the metric system. 2.3.4. Measure duration of time.

Functional Areas	Technical Standards	Some Examples of Related Typical Nursing Role Functions
	2.4. Accurately read and understand digital, analog, and waveform tools.	2.4.1. Obtain and interpret information from a flow chart/graph and derive meaning. 2.4.2. Obtain and interpret information from a digital display.
3. Knowledge acquisition and recall	3.1. Ability to acquire fundamental knowledge.	3.1.1. Study, understand, and retain new academic information. 3.1.2. Electronic media literacy. 3.1.3. Collect information on appropriate clinical assessment indicators.
	3.2. Ability to recall pertinent information within a time frame that assures patient safety.	3.2.1. Listen to shift report or read patient chart and recall pertinent facts related to patient care as needed. 3.2.2. Listen to shift report or read patient chart and recall pertinent facts related to required tasks as needed. 3.2.3. Recall verbal or written directions related to sequential tasks to be performed.
4. Data analysis and interpretation	4.1. Ability to accurately process information within a time frame that assures patient safety.	4.1.1. Quickly identify normal and abnormal assessment findings. 4.1.2. Relate findings to potential causes and consequences.
5. Integrating knowledge to establish clinical judgment	5.1. Sound judgment in planning based on appropriate data collection and interpretation.	5.1.1. Determine appropriate actions based on evidence. 5.1.2. Appropriately respond to rapidly changing patient conditions within a safe time period.
	5.2. Ability to transfer information from one situation to another.	5.2.1. See commonalities between two different patients or patient populations to assist with problem solving.
	5.3. Ability to prioritize and sequence tasks.	5.3.1. Complete work tasks in logical and time appropriate manner.
6. Evaluation	6.1. Use cause and effect reasoning.	6.1.1. Accurately determines patient responses to nursing interventions.
	6.2. Apply effective problem solving methods to revise plans when untoward responses occur.	6.2.1. Update nursing care plan following evaluation of patient response.
7. Time orientation	7.1. Keep to an appropriate time schedule.	7.1.1. Arrive to work on time. 7.1.2. Distribute medications on time. 7.1.3. Send patients to procedures on time.
Sensory Abilities		
8. Visual	8.1. Sufficient visual acuity to make accurate observations.	8.1.1. Participate meaningfully in academic demonstrations and simulations. 8.1.2. Read school-related materials. 8.1.3. Use equipment safely.

Functional Areas	Technical Standards	Some Examples of Related Typical Nursing Role Functions
	8.2. Sufficient visual acuity to perform an accurate assessment close-up and at a distance.	8.2.1. Complete a visual assessment of the patient. 8.2.2. Complete a visual assessment of the environment. 8.2.3. Distinguish color differences for assessments (e.g.: inflammation) or color-coded materials. 8.2.4. Monitor patients in low-light situations.
	8.3 Sufficient visual acuity to accurately read information presented in an electronic format.	8.3.1. Accurately read electronic health records.
9. Auditory (Hearing)	9.1. Sufficient auditory acuity to communicate with patients and co-workers.	9.1.1. Receive and understand normal speaking voice when it is not possible to read lips, such as in surgery or low light-situations.
	9.2. Sufficient auditory acuity to perform assessments.	9.2.1. Accurately auscultate.
	9.3. Sufficient auditory acuity to perceive emergency situations.	9.3.1. Ensure safety of weak or infirm patients (e.g. can hear a call for help). 9.3.2. Accurately respond to workplace alarms.
10. Tactile (Touch)	10.1. Sufficient tactile sensation to complete a physical assessment.	10.1.1. Accurately assess pulse rate and characteristics. 10.1.2. Accurately identify a change in skin temperature or texture. 10.1.3. Accurately palpate body landmarks.
	10.2. Sufficient tactile sensation to perform job-related technical tasks.	10.2.1. Identify equipment by touch. 10.2.2. Have awareness of dropping objects.
11. Olfactory (Smell)	11.1. Sufficient olfactory awareness to identify abnormal body odors.	11.1.1. Detect foul smelling drainage. 11.1.2. Detect "fruity" breath associated with DKA. 11.1.3. Detect alcohol on breath.
	11.2. Sufficient olfactory awareness to identify abnormal environmental odors.	11.2.1. Detect smoke. 11.2.2. Detect overheated equipment.
12. Multisensory	12.1. Sufficient multisensory integration and stability to negotiate normal and abnormal environmental stimuli.	12.1.1. Determine environmental hazards related to fall risks through awareness and analysis of multiple environmental cues. 12.1.2. Protect and evacuate patients as necessary during emergency situations that may involve loud alarms, strobe lighting, and generally chaotic environments.
Physical Abilities		
13. Physical strength	13.1. Push and pull objects.	13.1.1. Push a wheelchair. 13.1.2. Position a patient in bed.

Functional Areas	Technical Standards	Some Examples of Related Typical Nursing Role Functions
	13.2. Provide physical support as needed.	13.2.1. Assist an infirm patient out of bed. 13.2.2. Assist an infirm patient to ambulate to a chair or bathroom.
	13.3. Lift and move objects weighing up to 50 pounds.	13.3.1. Pick up a child. 13.3.2. Lift a side rail on a bed. 13.3.3. Carry necessary equipment from one location to another. 13.3.4. Assist with transfer of adult patient from gurney to bed or vice versa.
	13.4. Defend self or restrain another.	12.4.1. Take evasive action if accosted. 12.4.2. Protect patient from self-inflicted injury.
14. Physical endurance	14.1. Sufficient energy level to perform duties	14.1.1. Complete a typical 8-12 hour nursing shift. 14.1.2. Stand for several hours, for example, in surgery or while doing complex patient care. 14.1.3. Manage physically taxing workloads.
	14.2. Sustain repetitive movements.	14.2.1. CPR
15. Gross motor	15.1. Able to move from one location to another.	15.1.1. Transport self between patient rooms. 15.1.2. Transport self within confined spaces such as small or cluttered patient rooms. 15.1.3. Move quickly in response to an emergency
	15.2. Able to maintain physical balance and stability.	15.2.1. Rise from chair to provide for patient safety during an emergency. 15.2.2. Sit comfortably in order to promote effective face-to-face communication with patient in bed. 15.2.3. Stand with stability while holding a newborn or child. 15.2.4. Turn from side to side while transferring patient or doing a sterile dressing change. 15.2.5. Bend from waist, or stoop, or squat to empty drainage devices or insert therapeutic devices.
	15.3. Effective range of motion for provision of patient care.	15.3.1. Reach above head, forward, below waist and out to sides in order to provide patient care as needed.
16. Fine motor	16.1. Grasp/pinch.	16.1.1. Hold a pen and write. 16.1.2. Grasp and remove bandage tape. 16.1.3. Manipulate a syringe. 16.1.4. Pinch skin to give an injection.

Functional Areas	Technical Standards	Some Examples of Related Typical Nursing Role Functions
	16.2. Pick up small objects.	16.2.1. Pick up a piece of paper. 16.2.2. Pick up scissors. 16.2.3. Pick up thermometer.
	16.3 Squeeze objects.	16.3.1. Squeeze an eye dropper. 16.3.2. Squeeze rubber inflation ball on blood pressure cuff. 16.3.3. Operate fire extinguisher.
	16.4 Twist objects.	16.4.1. Turn a doorknob to open a door 16.4.2. Turn a small knob on a monitor.
	16.5 Typing/keyboarding skills	16.5.1. Use computers, keypads, etc.
Emotional and Social Abilities		
17. Communication	17.1. Can effectively read information written in English.	16.1.1. Efficiently access, read and interpret medical orders. 16.1.2. Efficiently access, read and interpret patient care notes. 16.1.3. Effectively read current professional literature.
	17.2. Can effectively communicate verbally in English.	17.2.1. Verbalize an oral report on a patient. 17.2.2. Verbally interview a patient. 17.2.3. Effectively teach necessary information for health promotion or maintenance. 17.2.4. Speak clearly on the telephone. 17.2.5. Give instructions to personnel. 17.2.6. Clarify information.
	17.3. Can effectively communicate in writing.	17.3.1. Use both electronic and written medical record systems.
18. Emotional stability	18.1. Work effectively within complex systems.	18.1.1. Adapt to rapidly changing situations. 18.1.2. Remain focused on tasks in a noisy or busy environment. 18.1.3. Able to multitask.
	18.2. Maintain personal emotional balance.	18.2.1. Remain calm during high-stress situations. 18.2.2. Effectively manage personally challenging experiences of shock, grief, anger, frustration, etc. 18.2.3. Function effectively in environments inherent with uncertainty.
19. Interpersonal skills	19.1. Build functional working relationships with clients/patients.	19.1.1. Establish working rapport with patients. 19.1.2. Establish emotional boundaries between self and patient. 19.1.3. Provide emotional support to patient or family member. 19.1.4. Exhibit a caring, sensitive, and respectful attitude.

Functional Areas	Technical Standards	Some Examples of Related Typical Nursing Role Functions
	19.2. Build functional working relationships with colleagues	19.2.1. Establish working rapport with peers/co-workers 19.2.2. Function as a contributing and effective member of the health care team.
	19.3. Manage interpersonal conflicts	19.3.1. Respect differences in others. 19.3.2. Practice civility in all situations including face-to-face, written, social media, etc. 19.3.3. Use effective communication skills to resolve conflicts with others.
20. Ethical comportment	20.1. Maintain a personal sense of integrity.	20.1.1. Truthful charting. 20.1.2. Truthful reporting. 20.1.3. Refrain from unethical activities. 20.1.4. Refrain from illegal activities. 20.1.5. Advocate for patient, family, and/or community

Approved: CoNH Faculty Assembly 4/18/18

Advising

Students are assigned to the Director of graduate concentration of their specific concentration upon entry into the master's program. Student's first contact is often during the admission interview; then upon acceptance to the program to plan their program of study; and at least once a year thereafter especially, one semester prior to graduation.

Students must meet with the Director of graduate concentration of their specific concentration whenever they need to change their program of study. Per university policy, all graduate students must file a Program of Study (POS) with the School of Graduate Studies that is signed by the advisor before completing 12 credit hours of graduate course work.

Attendance

TITLE: GRADUATE ATTENDANCE POLICY

POLICY: Attendance for all scheduled classes, clinical, and laboratory sessions is **mandatory**. Students are expected to attend all clinicals on time and stay for the complete scheduled hours in assigned healthcare/clinical facilities, laboratory, or simulations.

PROCEDURE:
Clinical, Laboratory/Simulation
1. Students with absences for scheduled clinical, laboratory/simulation experience are   responsible for notifying the clinical instructor and the clinical agency in advance when an absence is unavoidable. Failure to notify the clinical instructor and/or the clinical agency is unprofessional behavior that may result in clinical failure.
    a. Students are responsible for maintaining clinical compliance prior to and during the clinical rotations (see student handbook). Failure to provide appropriate compliance documentation will result in the student being sent home with an unexcused absence.
    b. Any absence will put the student in jeopardy of failing the course. All absences must be made up.
    c. Tardiness of greater than 15 minutes for any clinical, laboratory/simulation period is considered an unexcused absence.
    d. There are no make ups for absences or tardiness for scheduled skills labs, training or evaluations at Boonshoft School of Medicine, or similar opportunities. Missing activities may prevent the student from successfully completing a course.
    e. Clinical experiences for graduate students may be scheduled on university-scheduled holidays or when the university is officially closed (i.e. weather-related issues) with the consent of the faculty who must voluntarily agree to be available.
2. Request for an excused absence to miss a scheduled clinical, laboratory/simulation experience will be reviewed by the faculty. The student must include appropriate documentation with the request (i.e. healthcare provider letter, accident reports, military orders, and/or hospital records, etc.).
    a. All clinical hours must be completed before a course grade can be released by the instructor.
    b. Students with restrictions or limitations may not attend lab or clinical experiences. Students must submit documentation from the treating healthcare provider stating when the student may return to the clinical setting with "no restrictions or limitations".
3. Unexcused or repeated excused absences need to be documented in the student's evaluation and discussed with program/track directors.
4. In the event of long-term, serious illness or personal issues, students should contact the assigned academic advisor and nursing administration personnel to discuss options for a leave of absence and withdrawal policy (located in the graduate nursing student handbook).

Classroom/On-line Didactic Courses
1. Course syllabi should provide expectations for attendance including whether attendance will be factored into the final course grade.
2. In the event that a class is missed because of a faculty-approved extenuating circumstance, the student assumes responsibility for any material missed during the class and for contacting faculty regarding any required make-up assignments based on the class absence.
3. Course faculty reserve the right to determine if missed exams or in-class assignments can be made up and the type of make-up exam or assignment and the time to be given.

<div align="right">NUR GCC 3.15.23</div>

Background Checks

Even though a criminal background check is required upon application to the School of Nursing, a background check may also be required by a hospital or an agency upon clinical placement. It will be the responsiblty of the student to pay for the cost of background checks. Please note the college may furnish information from the report to third parties if required to fulfill its official/legal responsibilities. Information released for this purpose will include notification of the recipient's responsibility to maintain it in a confidential manner.

The College cannot send a copy of a background report to a third party. The student will need to obtain a copy of their background check from the College and submit it to any agency requiring a copy of the background check in their files.

Repeat Checks: A student will be required to submit to a repeat criminal background record check if any of the following circumstances apply: 1) They are convicted of any offense during their enrollment. 2) There is a break of three full semesters or more in their enrollment.

The student has a continual obligation to report any conviction that may impact his/her ability to participate in clinical experiences to SONKHS Chair within 7 days of its occurrence. Failure to do so, or to comply with any other aspect of this policy, may result in immediate dismissal from the program.

Canceled Classes and Clinical Experience

The decision to close the University due to a weather emergency will be made by 5:00 am and announced through the University's emergency notification system.
1. If the University is closed, all classes, laboratory, and clinical experiences for SONKH students are canceled. **Precepted graduate clinical experiences may continue during campus closures at the discretion of course and clinical faculty**. In the event of inclement weather, Dayton area students may call either the Information Booth line at (937) 775-5740 or the general University number, (937) 775-3333, or check the University website at www.wright.edu. All closings are posted on the website. Students may also sign up to receive email and text notifications of all closings. Lake Campus students should listen to the local radio/TV stations for updates, or sign up to receive email and/or text notifications of all closings. Students may also contact the WSU info line at (800) 237-1477 or (419) 586-0300 for more information.
2. If the University closes or cancels classes after Dayton students have arrived in a clinical experience, these students may stay at their precepted sites, with faculty permission. If there is a concern for the student's safety that leaving immediately would increase the likelihood for harm, students may stay in clinical until it is safe to leave (i.e., a tornado). A decision to send students home will be made by the faculty member in this event. All missed clinical time must be made up.

3. During inclement weather when the University has not officially canceled classes, individual faculty and students must make their own decision about whether they can travel to the University or clinical agency. In the event that a faculty member is unable to attend a class, the faculty member must follow procedures in the SONKH Guidelines for Cancelled Classes and Faculty Absences. Clinical must be made up with clinical experiences; lab must be made up with lab experiences. Communication between faculty and students during these emergency situations is vital and faculty will develop an emergency call plan with their clinical students.

9/9/15

Change of Address or Name

If there is a change in address, name and/or phone number during the course of study for the master's degree, the Registrar's Office and the SONKH Student Affair's office (937/775-2652) should be notified so that the student can continue to receive important notices and other communication from the SONKH.

Communication between Students and Faculty

The best means of communicating with faculty and staff is through the WSU email account unless specifically told otherwise by course faculty. The SONKH does not maintain a list of non- WSU email addresses of students.
1. The WSU email account is automatically set up for students and activated once they have received their CATS computer account username and password.
2. Students are responsible for checking their WSU email frequently; daily is recommended.
3. Dayton Campus students must report name, address, and phone number changes to the Registrar's Office and to the SONKH Administrative office.

Faculty Assembly 4/19/17

Concerns and Issues

Students may have a concern or an issue with some aspect of the class or clinical environment. To resolve the problem, students should proceed in a stepwise fashion to individuals with increasing authority.
1. If a student is dissatisfied with some aspect of a course or clinical, and the concern **is not a grade issue,** the student should:
   a. Confer with the instructor involved.
   b. If not resolved, meet with course coordinator (if clinical course with multiple sections) or the lead faculty. For graduate students, meet with the appropriate Concentration Director
   c. If the issue is still not resolved, then the student may meet with the Chair of the School of Nursing, Kinesiology, and Health Sciences.
   d. If a student feels the issue still has not been resolved, the student may contact the WSU Office of Student Support Services.
2. **If a student has issues with a final course grade,** the student should complete the steps listed on the Academic Mediation Policy and Form.

Faculty Assembly 4/19/17

Mediation Procedure for A Final Course Grade

TITLE: MEDIATION PROCEDURE FOR A FINAL COURSE GRADE

POLICY: Faculty members retain the authority to make the final determination of the grade to be awarded to each student in his or her class. After a final course grade has been awarded, the grade can only be changed by the faculty that assigned the grade. In the event that a student and the faculty member cannot come to an agreement regarding the final course grade, the following procedure is to be followed.

PROCEDURE:

1. The student will discuss the matter with the faculty member.
2. If there is no resolution, the student and faculty member will discuss the matter with the course coordinatoror appropriate director.
3. If there is no resolution, the student will submit a request to mediate the final grade to the nursing program assistant chair. This form must be submitted within ten (10) working days of posting of the final coursegrade.
   A. Within 10 working days after receiving the mediation form, the nursing program Chair will:
      1) confirm the student has already discussed the final grade with the faculty member who assigned thegrade and the course coordinator or concentration director,
      2) confirm the student has given a copy of the formal complaint to the faculty member,
      3) ensure that no computational or other error has been made in reporting the grade,
      4) meet with the student to review the complaint, and
      5) either review the complaint with the faculty member and offer a perspective for the faculty member's consideration or consult with the student about proceeding to step 4 with review of grade by a faculty panel. This should be done within 10 working days after the student has met withthe nursing program Chair.
4. If the course grade is unchanged, the student may appeal to the nursing program Chair within10 working days after receiving notification from the faculty member, requesting a 3-member panel review.The nursing program Chair will then select three objective faculty members who have had no involvement in the case.
   A. The panel members will:
      1) Ask the faculty member for any additional information that should be considered,
      2) Seek further information from any involved party, if they have reason to believe that pertinentinformation might be available,
      3) Meet to formulate their joint recommendation, and
      4) Report their findings to the faculty member with a copy to the nursing program Chair. This should be accomplished within 10 working days after the request has been filed with the nursing program Chair.
   B. After receiving the perspectives from the selected faculty members, the faculty member responsible forthe grade will:
      1) Convey his/her decision to the student in writing within 10 working days of receiving the reportfrom the faculty committee.
      2) Notify the nursing program Chair of the decision and when it was conveyed to the student.
5. Based on the outcome of the mediation, the student may meet with an Academic Advisor to discuss a planof action including a petition or updated program of study.

Fall 2019

Wright State University School of Nursing, Kinesiology and Health
Nursing Program

FINAL GRADE MEDIATION FORM

Completion of this form provides documentation that the student and faculty have followed the School of Nursing, Kinesiology, and Health Services policy for grade mediation.

Student	UID
Course	Grade final
Faculty responsible for assigning the grade	
Explanation of the grade dispute (attach additional pages as needed)	

Step 1 Verification of student meeting with faculty Grade remains unchanged ☐ Grade will be changed to _____	Student _____ Faculty _____ Date_____ ☐ Check here to continue to step 2
. **Step 2** Verification of student meeting with Course Coordinator or appropriate Director .	Student _____ Course Coordinator or Concentration Director _____ Date_____ ☐ Check here to continue to step 3
Step 3 Verification of student meeting with nursing program Chair Student _____ Nursing Program Chair _____ Date_____	☐ Return to faculty to consider _____ _____ OR ☐ Check here to continue to step 4 (initiation of faculty panel)

Step 4 If the student wishes to appeal to the nursing program Chair, the Chair will convene a three member faculty Panel to review the student's request for mediation of a final grade. AT THIS POINT, THIS FORM SHOULD BE GIVEN TO THE NURSING PROGRAM CHAIR.		
Panel Recommendation to the Faculty Grade should stand as final_____Grade should be changed to _____ Panel Chair:_____Member _____ Member_____ Date _____		
After the panel has reviewed the complaint and provided a perspective to faculty member, the faculty member notifies the student of the decision as to whether or not the grade will be changed.	Faculty decision: ☐ Grade stands as final _____ ☐ Grade will be changed to_____* *The faculty member is responsible for initiating the process for changing the grade. Faculty _____ Date_____
Step 5 Student meets with academic advisor.	

Digital/Electronic Devices and Social Media Policy

TITLE: DIGITAL DEVICES AND SOCIAL MEDIA POLICY

PURPOSE: This purpose of this policy is to help the School of Nursing, Kinesiology, and Health Sciences (SONKH) maintain an environment that is conducive to learning and to protect patient privacy and the integrity of clinical and classroom experiences. This policy is subordinate to applicable laws.

DEFINITIONS: Social media is defined as media designed to be disseminated through social interaction, created using highly accessible and scalable publishing techniques. Examples include but are not limited to LinkedIn, Twitter, Facebook, Flickr, YouTube, Instagram, and SnapChat.

PROCEDURES:

➢ Digital devices, other than those used for note-taking or accessing class-related information, are typically prohibited in classroom and clinical settings. Faculty members may modify this policy as course needs dictate. Specific agencies/hospitals may have different rules, which students must observe during clinical experiences.

➢ Students should not communicate confidential, privileged, or proprietary information, particularly including information protected by HIPAA and FERPA. Distributing confidential, privileged, or proprietary information may be illegal and unethical, and may result in disenrollment from the College and referral to law enforcement / regulatory agencies.

➢ Comments or photographs that relate to clinical experiences may directly or inadvertently identify patients and/or patient medical information or other protected information. Students should avoid commenting about or posting photographs related to clinical experiences. Such comments or posts may also violate the College's and the student's contractual agreements with the clinical site, in which case the student may be removed and barred from the clinical site.

➢ Respect copyright and fair use: Always consider copyright and intellectual property rights when utilizing social media sites. Adhere to all applicable laws and regulations.

➢ Avoid Using Wright State University logos for endorsements: The University logos (usually including SONKH students in uniform where the SONKH logo is visible) are protected by copyright and trademark law, and generally may not be used for personal or commercial purposes. Unauthorized use of the University's logos may be illegal, and may subject students to legal action. Further, such uses may violate the Code of Student Conduct.

➢ Students should obtain consent before creating and posting photographs, videos, or audio recordings of others. Faculty members have intellectual property rights in the content of their courses (including slides and handouts), and may restrict the right to photograph, film, or record audio during class, and to re-distribute in-class materials for non-academic purposes. Disregarding faculty instructions regarding in-class recordings may violate the Code of Student Conduct. It is almost always inappropriate, unprofessional, and unethical to create video or audio recordings during clinical experiences, as this frequently depicts or reveals confidential patient identities or information, and usually violates policies at the clinical site.

➢ Terms of service: Be mindful of the Terms of Service of any social media platform employed.

- "Friending": WSU-SONKH strongly discourages students from "friending" faculty and clinical agency personnel unless there is a genuine personal relationship that pre-dates the student/instructor or instructor/nurse relationship. Acts contrary to this policy can create the perception of impropriety or partiality.

- Students who obtain contact information for a patient or a patient's family for healthcare-related purposes must not use social media, texting, emailing, or other forms of communication with or about a patient or patient's family member for purposes not related to healthcare, or for any purposes other than fulfilling the student's assigned clinical responsibilities. Be mindful that "friending" patients may violate professional boundaries and/or confidentiality.

- Think (and rethink) before sharing on a social media sites: Privacy is very hard to maintain, and never guaranteed, when utilizing social media sites. Before posting anything, think about the consequences of what would happen in the event that it becomes widely known (for example printed in a newspaper, posted on a billboard, or "going viral" on the internet) and how that could impact both the student and the University. Search engines can retrieve posts years after they are created, and communications can be forwarded or copied. If the student posting would not speak the comment in class or to a member of the media, think about if it should be posted online. Remember that many employers now check social media histories of prospective employees, and may not respond favorably to a prospective employee who is indiscreet on social media.

- Be respectful and professional: Consider how a social media posting will reflect on the student, the University, and the SONKH. Students should avoid posts that are obscene, defamatory, profane, libelous, threatening, harassing, abusive, hateful, or embarrassing to another person or entity, including patients, families, faculty, staff, fellow students, and agency personnel. Students are expected to adhere to professional standards including the ANA Code of Ethics. These types of communications, particularly those that amount to criminal harassment, sexual harassment, or threats, frequently lack legal protection, and may result in dismissal from the University or civil/criminal proceedings.

- Identify personal views as personal: If a student identifies him/herself as a Wright State University student online, it should be clear that the views expressed are not necessarily those of the institution. For example: "The views expressed on this site are completely my own and do not represent the views or policies of WSU SONKH or any of its affiliated clinical agencies." Considering adding this language to the profile or "about me" section.

- It is inappropriate and may violate class policy, SONKH policy, and University policies/codes to access social media sites during clinical, laboratory, or class time. Using social media during clinical time is unprofessional, and may be reflected in the student's clinical grades.
- Use social media names and URL's that don't identify WSU SONKH: Avoid using your WSU email address as your primary contact on social sites. Your social media avatar should not include WSU's name or logo.

- Avoid providing healthcare advice or provider referrals: WSU SONKH doesn't endorse people, products, services, or organizations. If you give or request advice or referrals, clearly indicate that you are not doing so on behalf of WSU or the SONKH.

- Add value to the WSU community with what you post: Be accurate and factual. If you make an error, post the correction immediately within the original post.

- Students who are aware of any violation of this policy must promptly report the violation to the Chair of the SONKH. Failure to report may result in disciplinary proceedings.

➢ Ethical Obligations. The SONKH will report social media and/or digital device usage that violates nursing ethics. Violations may result in revocation of a nurse's registration or a State Board of Nursing's refusal to grant registration.

Violations:

➢ All complaints regarding possible violations of this policy will be investigated. Consequences for failure to abide by any component of this policy may range from informal reprimand, to failure of a course, to dismissal from the program and referral to Code of Student Conduct or Office of General Counsel. Privacy violations are especially serious: Violations involving protected health information (PHI) will result in disciplinary action up to and including expulsion. In addition, students may be subject to federal HIPAA fines or prosecutions from the affected individuals or clinical agencies.

➢ Financial penalties: Students may be required to reimburse WSU SONKH if the university incurs legal costs related to an inappropriate social media posting.

➢ Personal liability: Defamation may prompt civil proceedings by the injured party, which may result in an award of money damages against the student, sometimes including punitive damages and attorney fees.

➢ Additional consequences: WSU-SONKH may have mandatory reporting obligations to licensing and credentialing bodies.

Disclaimer: WSU and the SONKH are not responsible for postings on social media as referenced in the above policy.

RESOURCES: ANA Code of Ethics, NCSBN White Paper: A Nurse's Guide to Use of Social Media, ANA Social Networking Principles Toolkit

4/24/19

Grading Scale

90 – 100 = A
80 – 89.99 = B
70 – 79.99 = C
60 – 69.99 = D
Below 60 = F

Grad Curr 9/17/14

Health and Insurance Requirements

Please refer to the webpage, https://health-education-human-services.wright.edu/nursing/nursing-handbooks-and-requirements for Graduate Program Requirements.

Students are not permitted to be in any clinical or lab setting if students are not in compliance with health and insurance requirements. Students should allow at least 2 weeks for acceptance of any documents uplaaded to Castlebranch for approval.

Identification Cards/Badges

All University students are required to have a Wright 1 card which serves as a photo ID and a library card. However, all students in the SONKH are required to wear a nursing ID badge/card at all times during clinical, lab, or field work experience.

1. Graduate Students
   a. To obtain a Wright 1 card and/or a photo nursing ID card/badge, students go to the ID Center in 055 Student Union.
   b. The Wright State University identification badge should be the only identification worn in the clinical setting.

2. A minimal fee is charged for issue and replacement of cards.

Faculty Assembly 4/19/17

Independent Study for Graduate Credit

NUR 7115 an Independent Study is a faculty-directed, individualized study in topics selected by the students.

PROCEDURE:
1. In the semester prior to registering for the independent study, the student will identify prospective full-time faculty member(s) having some expertise in the chosen area of study.
2. The student will contact and/or meet with the identified faculty member(s) to determine appropriate fit of expertise in the chosen area of study.
3. After the student and faculty member have discussed the proposed targeted area of study, the faculty member will make a decision regarding serving as the faculty advisor for the experience.
4. If the faculty person agrees to serve as faculty advisor and facilitate the experience, the student prepares a proposed plan for the independent study that includes learning outcomes, a course outline, requirements, and a plan for evaluation.
5. The student submits the proposed independent study plan to the faculty member by the 12th week of the semester prior to registering for the independent study.
6. The faculty member refines the proposed independent study plan, as needed, in collaboration with the student.
7. Once the faculty and student are in agreement of the proposed plan, the Request for Independent Study form will be completed and signed by both the faculty and the student and submitted to the SONKHS Chair. See Student Handbook for Request for Independent Study form.
8. The completed Request for Independent Study form is submitted to the SONKH Office of Student Affairs.   If after the 1st week, the form also needs to be taken to Raider Connect by the student.
9. The student completes the independent study in the semester in which the student is registered.
10. The faculty member submits the syllabus to the SONKH administration according to the CBA.

Graduate Curr Comm, 1/20/16

Wright State University
School of Nursing, Kinesiology, and Health Sciences

Request For Independent Study

NURSING 7115

Prerequisite: None

Deadline for submission: 12th week of semester prior to enrollment.

Student's Name: _____

UID #: _____   E-mail: _____

Plan to enroll: Semester _____   Year _____   # of Credits _____

This course provides for individual study in an area of nursing not available through regular course offerings. Permission of the supervising faculty member and the School of Nursing, Kinesiology, and Health Sciences is necessary. The student designs learning outcomes, a course outline, activity requirements, and plan for evaluation and submits this to a full-time faculty member having some expertise in the chosen area of study by the 12th week of the semester prior to enrollment. If the faculty person agrees to serve as the student's advisor, the faculty person refines the course, as needed.

ATTACH AN OUTLINE OF YOUR STUDENT LEARNING OUTCOMES AND SUBMIT TO THE FACULTY MEMBER FOR APPROVAL.

☐ Approved   ☐ Denied

 Faculty Signature: _____

 Date: _____

☐ Approved   ☐ Denied

Chair's Signature: _____

 Date: _____

NOTE: The original of this form with a copy of finalized student learning outcomes accepted by both student and faculty **must be submitted** to the School of Nursing, Kinesiology, and Health Sciences Student Affairs Office (160UH) prior to enrollment in the course.

Graduate Curr Comm 1/20/16

Illness & Injury Policy & Post-Exposure to Infectious Substance

Students will ensure that any health requirements are completed prior to every clinical course. Students will also promptly notify the assigned instructor of any physical and /or behavioral health condition that may affect his or her performance or safety in a clinical setting. The assigned clinical instructor is responsible for assessing and taking action on any physical and/or behavioral health change that is noticed or brought to their attention.

1. Students enrolled in clinical courses will provide evidence of completion of all required health requirements to the assigned clinical instructor on the first day of clinical. It is the student's responsibility to provide any updated health information as appropriate during the term.
2. It is the student's responsibility to report any changes in health status that would affect ability to participate safely in clinical to the assigned clinical faculty in a timely manner (i.e. communicable illness, injury, pregnancy, etc.).
3. All students who have been released from class/clinical/laboratory experiences for 3 or more consecutive days for physical/medical/psychological reasons may not return to class/clinical/lab until a release is on file from the respective health care provider stating the student is fit for duty. Students must present documentation prior returning to the class/clinical/lab experience. This information is then given to the SONKH Office of Student & Alumni Affairs.
4. In the event of an extended illness, the student may need to contact a SONKH academic advisor for consideration of options for successfully completing the program of study.
5. The student will assume financial responsibility for his or her own health care needs.

Medical Emergency or Minor Injury

Medical Emergency in the Classroom, Lab, and Clinical Setting
- ➤ If the emergency occurs in the classroom or lab setting, 911 will be called.
- ➤ A student requiring emergency treatment while in the clinical setting will be taken to the emergency room for emergency treatment as applicable.

Medical Nonemergency in the Classroom, Lab, or Clinical Setting
- ➤ If a student becomes ill while in the classroom, lab, or clinical setting, the instructor will allow the student to rest in a quiet area until arrangements can be made for transportation home. The student should follow up with their health care provider.

Injury to a Nursing Student in the Clinical Setting
- ➤ An incident report will be completed for the agency. The Wright Way Policy 6031: Emergency Care for Illness and Injuries and WSU Wright Way Policy 6032 Occupational/Non-Occupational Injury/Illness & Incident Report are also to be completed and placed on file in the Chair's office.

Student Exposure to Blood or Body Fluids in the Clinical Setting
- ➤ In the event of a student needlestick or exposure to a bloodborne pathogen while in clinical or lab setting (Main or Lake Campus students), call 937/208-2873 (during regular business hours Monday-Friday) or 937/208-8000 (during nights, weekends and holidays). The Wright Way Policy 6034 Non-occupational Exposure to Blood-Borne Pathogens should be followed including appropriate documentation that is filed in the SONKHS Chair's office or in 182B Andrews Hall Lake Campus.

Admin: 6/6/16

See the Environmental Health website for the post-exposure plan to infectious substance at
http://www.wright.edu/business-and-finance/facilities-management-and-services/environmental-health-and-safety/bloodborne-pathogens-safety#tab=overview

Online Classes

Online courses may be offered in synchronous or asynchronous formats. Synchronous format requires students and faculty to be online during a specified time frame.

The School of Nursing follows the recommendations for hardware, interconnectivity and software from CATS and the Center for Teaching and Learning. If you anticipate taking online courses during your graduate experience you will need more computing power than the minimal requirements. Please see Minimal Computing Standards for Students. In particular note that high-speed internet connections are assumed for distance learning in order to provide higher quality videos and presentations online.

Petition Process

The SoN adheres to the policy and procedures for petition at the graduate school for admissions.
https://policy.wright.edu/policy/5080-petition-admission
https://www.wright.edu/graduate-programs-and-honors-studies/forms-policies-and-resources/graduate-programs-policies-and-procedures

To begin a petition process, you must complete the section on the form for the petitioner and supply all documentation directly to the Graduate School. They will check it, log you into their system of petitions, and then send it to the SoN where it will be routed to the appropriate personnel. Once acted on, it will be sent back to the Graduate School for their final approval. The Graduate School will notify you by e-mail of the result. This process can take up to eight weeks.

Plagiarism Policy

All graduate Writing Intensive assignments and Honors papers (i.e., independent study assignments, thesis and scholary project papers) will be submitted by the student through a dropbox that screens for plagiarism. Settings that allow students to see the results of the plagiarism assessment and allow students the opportunity for multiple submissions to allow for correcting any identified deficiencies will be used. Specific communication will be included on course syllabi about plagiarism procedures.

FO 10/22/14

Practicing Safe and Professional Care

Students must demonstrate the knowledge, skills, and behaviors necessary to provide safe care for their assigned patient or patients based on the level of student and site of practice, including the clinical, laboratory, and simulation setting. Safe practice includes having the ability to make sound judgments not affected by any impairment. Students should refer to the assigned course syllabi regarding safe practice as well as Ohio Board of Nursing rules.

A student whose clinical practice is judged to be unsafe, unprofessional, and/or potential for unsafe/unprofessional, may be removed from the clinical, simulation, or laboratory experience. In order to be eligible to resume the clinical experience, the student who has been removed must comply with written and agreed upon stipulations prescribed by the faculty for returning to the clinical setting. The faculty, with appropriate input from the student, will develop a set of expectations that the student is to achieve to remedy those weaknesses in the current and/or subsequent term.

Consequences for unsafe practice, unprofessional practice, or patterns of practice issues may include failure of a nursing course or dismissal from the nursing program.

DEFINITIONS:
Unsafe Practice: Behavior in providing nursing care to clients that fails to achieve the standard of care, violates the nurse practice act, violates the ANA Scope and Standards of Practice, or calls into question the professional accountability of the student. Depending upon the degree of actual or potential harm a client may suffer, a one-time deviation from safe practice may be sufficient to judge a student unsafe and lead to sanctions that include course failure or dismissal from the nursing program.

Unprofessional Practice: Behavior in providing nursing care to clients that violates the ANA Scope and Standards of Practice, ANA Code of Ethics, or the WSU Student Code of Conduct.

Potential for Unsafe and/or Unprofessional Practice: Behavior with potential for unsafe and/or unprofessional practice in providing nursing care to clients that fails to achieve the standard of care, violates the nurse practice act, violates the ANA Code for Nurses and/or Standards of Practice, or calls into question the professional accountability of the student given their level in the program.

Under this guideline, examples of unsafe/unprofessional behavior include but are not limited to the following:
1. Failure to notify the agency and/or instructor of clinical absence;
2. Practicing in a clinical setting with any impairment that does or could interfere with the ability to practice safely;
3. Demonstrating behavior that puts a client at risk for harm by violating standards of care or specific safety instructions from a clinical faculty or preceptor;
4. Violating privacy rights of clients through breach of confidentiality of interactions or records or failure to protect privacy in personal care;
5. Refusal to accept responsibility for own actions or admit mistakes;
6. Dishonesty or covering up errors/information;
7. Failure to demonstrate appropriate professional boundaries;
8. Repeated tardiness or absences; and/or
9. Inability to change behavior in response to feedback.

PROCEDURES:
1. Any student who is judged to have unsafe, unprofessional, or potential for unsafe/unprofessional practice in a clinical or laboratory setting will be notified by faculty the day the behavior is identified.
   a. The faculty member will arrange to meet with the student to discuss in detail behaviors observed, actions needed to improve the student's clinical practice, and when the student can return to the clinical setting. This meeting should be held before the next clinical experience
   b. The student/faculty meeting should include development of a written student conference report outlining the unsafe and/or unprofessional behavior. The conference report must include plan of improvement and consequences for failure to successfully meet plan for improvement. See sample Student Conference Report attached.   If a student refuses to sign the report, it should be documented.
   c. NOTE: An infraction that is egregious (Social Media violation, HIPAA violation, etc.) will lead to failure of the clinical course as well as possible additional sanctions imposed by the clinical agency.
   d. Any errors in patient care related to unsafe and/or unprofessional practice may also require completing a the Student Practice Event Evaluation Tool (SPEET), which is submitted to the appropriate Administrator
   e. Unsafe and/or unprofessional behavior may result in immediate removal from the clinical setting, failure of the nursing course, and/or dismissal from the nursing program depending on the severity of the issue.

2. Any failure to completely comply with the specifications of the student conference report remediation plan or continued conduct and performance deficits will result in additional sanctions up to dismissal from the nursing program.

3. An undergraduate student who fails a course due to unsafe and/or unprofessional behavior must complete a minimum of 1 credit of Independent Study addressing areas of identified weakness. A student must successfully complete the independent study to be eligible to repeat the failed nursing course and remain in the nursing program.

4. Any student under investigation for violations of law or policy at the facility or the SONKH or the University
   a) may not withdraw from the course until the investigation is complete.
   b) must be reported to the SONKH Student Affairs Office, the SONKH Chair, and the Office of Community Standards.

   c) will earn a grade of "F" for the course if found to have committed the reported violation. Additional sanctions may be issued by the Office of Community Standards.

5. Students who fail a course due to unsafe and/or unprofessional practice and who disagree with the evaluation that their clinical practice is unsafe and/or unprofessional are offered due process through the college Final Grade Mediation procedure or university petition process as applicable.

Related document: Student Practice Event Evaluation Tool (SPEET) (See instructor for a copy of the tool)

Wright State University - School of Nursing

STUDENT CONFERENCE REPORT

Course: _____ Student Name: _____ Date: _____

Preceptor Name (if applicable): _____

Reason for Conference:

_____
_____
_____
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Student Comments:

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Student prescription for self-improvement:

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Faculty prescription for student improvement:

_____
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_____
_____
_____

Student Signature: _____   Faculty Signature: _____

Is follow-up conference necessary?   No ☐   Yes ☐   If yes, Date for conference: _____

Practicum Experiences – MS Programs

Unless otherwise instructed by your program director of graduate concentration, clinical and practicum experiences are formally arranged through the SoN Graduate Clinical Coordinator. Graduate students are often asked to identify master's prepared nurses in their area of specialization to serve as a preceptor for them. A student may identify potential clinical sites preferably <u>other than where they are employed</u> and clinical preceptors. Typically, the clinical preceptor is a master's prepared RN with expertise in the clinical specialty related to the student's course. Other professions (such as a BS RN with a MPH, MBA or MD) may be appropriate for a specific course. Exception to these two requirements may be made only with course instructor's approval.

SONKH Graduate Clinical Coordinator selections of site and preceptor must be approved by the clinical course faculty. The preceptor is a role model and provides access to selected patient populations and appropriate agency activities. The student, faculty, and preceptor collaborate to determine learning activities appropriate for meeting the course objectives. Clinical course faculty and director of graduate concentration will provide details on this process prior to the start of the clinical course. A Preceptor Data and Agreement Form must be completed by the preceptor prior to the start of the clinical practicum. In addition, an affiliation agreement between the agency and the University must also be completed. The student is responsible for providing the preceptor with a copy of the course objectives and program handbook.

Practicum Experiences – School Nurse

School Nurse students may complete practicum hours in their place of employment in a school health setting or in a school health setting arranged by the clinical placement coordinator. A portion of these practicum hours will include direct supervision by the clinical nursing faculty and their mentor. All School Nurse students will have a mentor identified who is an Ohio Department of Education Licensed School Nurse holding a valid RN license. School nurse students will have direct and indirect contact (face to face, electronic, phone) throughout the practicum with their mentor.

The identified mentor has experience in the role of the school nurse and serves as a professional role model who advises, teaches, and makes self-available to the school nurse students throughout the practicum. The mentor is another resource for the school nurse student. These interactions between the mentor and the school nurse students may occur via phone, face to face or email. The mentor will have some direct contact with the school nurse student and will be able to contribute to the progress of the school nurse student during the practicum. In some instances the mentor may provide access to the school health setting and population as well as appropriate agency activities which facilitate course objectives completion.

Program Evaluation

The School of Nursing continually evaluates its graduate program to determine both areas of strengths and areas needing improvement; therefore, at the end of every course, an evaluation of faculty will be posted in Pilot. In your final practicum course, you will be emailed an evaluation regarding your concentration and the courses you took at WSU. Nine months after graduation you will be emailed a survey regarding your employment and certification (if applicable). Lastly, at one and three years out, you will be emailed an alumni survey.   All evaluations are used to continually improve the quality of our program.

Recordings

Audio and video recording of lectures, laboratory presentations, clinical conferences, meetings, phone or other conversation are not permitted without the permission of the instructor and other students present. Permission will always be granted to students for academic content who have a documented disability which makes such recordings

necessary. However, an individual student may request his/her questions or comments not be recorded and such a request will be honored.

Simulation

This policy specifically addresses participant conduct associated with simulation and/or skill lab activities.

1. **Simulation/Lab Preparation:** The duties of the participant include but are not limited to the following:
   A. Review the skill(s) to be practiced and/or demonstrated as well as having read the assigned articles or chapters by the faculty PRIOR to simulation and/or lab attendance. Participants may not be allowed to participate if not prepared.
   B. Gather and return equipment used for skill performance.
   C. Approach situations and simulation scenarios as if ACTUAL client interactions.
   D. Follow safety measures at all times
   E. Maintain cleanliness of the area
   F. Dispose of sharps appropriately
   G. Display professional courteous conduct showing respect and considerations for self, other participants, faculty, and simulators/standardized patients.

2. **Code of Conduct:** Participants will adhere to ANA Code of Ethics, Wright State University Code of Conduct, and SONKH Code of Conduct Policy during scheduled course simulation/skills day. In addition to the Code of Conduct Policy, the following behaviors will be expected from the participant:
   A. Professional behavior, language, and attitude is expected at all times
   B. Absolutely NO eating, drinks permitted only with secure lid and never around simulators/standardized patients (participants who have medical reasons to eat should discuss this with the instructor prior to the experience)
   C. Use wooden wall cubbies or metal cabinets for storage of personal belongings
   D. NO pens allowed around simulators due to possible permanent skin staining.
   E. Follow SONKH Clinical Uniform Policy during scheduled simulation/skill days
   F. Wear appropriate attire including footwear (no open toed shoes at any time, including during open lab).
   G. Discard of used items in appropriate disposal areas.
   H. Clinical Instructors and participants are responsible for leaving all areas clean and in order prior to departing (no trash, push chairs in, return any items to where found upon arrival).
   I. No participant shall infringe upon the privacy, rights, privileges, health, or safety of other participants.
   J. Do not sit on beds; beds are to be used by participants when assuming the role of the patient only (shoes must be removed).
   K. Participant may be dismissed from the simulation as a result of conduct that is unsafe, unethical, inappropriate, or unprofessional.

3. **Cell Phone Usage:** Participants will adhere to the SONKH's Electronic Devices and Social Media Policy during scheduled course simulation/skill days. By following this policy, we maintain a safe learning environment that is compliant with clinical practice policies. The following are specific guidelines that will be enforced:
   A. Cell phones may not be used for personal communication during the simulation. Cell phones may be kept on in silent mode during all scheduled simulation/skill sessions.
   B. If an emergency arises, you must leave the simulation area to return the call.
   C. Photography taken within the simulation area is prohibited.
   D. Participant may use cell phones and computers as permitted to research pertinent information at the discretion of the faculty.
   E. Comments or photographs posted on social media sites that describe, or attempt to describe any simulation session experiences are prohibited, with or without identifying information.

F. Possible violations of the governing policies will be investigated and consequences may incur based on policies from the SONKH and/or Wright State University.

4. **Confidentiality -** All simulation areas should be treated as a clinical site. Participant are expected to show professionalism and to uphold all requirements of the Health Insurance Portability and Accountability Act (HIPAA) and any other federal or state laws. To maintain the integrity of a safe learning environment during the scheduled simulation sessions throughout the curriculum, participants will sign the Simulation Confidentiality Agreement. The agreement will be kept in the Participant compliance file for the duration of their SONKH experience. By signing the agreement, participants understand the following:
   A. All simulation scenario practice sessions involving participants and/or recordings are considered confidential.
   B. All simulator/standardized patients should be treated as a real patient with appropriate respect and privacy.
   C. Discussion of simulation scenarios and/or information associated with skill activities outside of the simulation area is in violation of the Simulation Participation, Confidentiality, and Recording Agreement and university academic integrity policies.
   D. Violations to the Participation, Confidentiality, and Recording Agreement should be reported to the faculty.

5. **Participants Disputes** - Students wishing to dispute a grade/outcome from assignments and/or activities must follow the course syllabus.

RELATED POLICIES: ANA Code of Ethics, Wright State University Code of Conduct Policy#3720, CoNH Code of Conduct policy, CONH Participation, Confidentiality, and Recording Agreement Policy, CONH Electronic Devices and Social Media Policy, Greater Dayton Area Hospital Association Nursing Participant & Instructor Clinical Passport 2016-2017, Health Insurance Portability and Accountability Act (HIPAA)

Faculty Assembly 11/29/17

Wright State University
School of Nursing, Kinesiology, and Health Sciences

Simulation Participation, Confidentiality, And Recording Agreement

As a nursing student enrolled in the nursing (Undergraduate and Graduate) programs at Wright State University School of Nursing, Kinesiology, and Health Sciences, part of my clinical learning experience involves participation in simulation-based training scenarios. The simulation-based scenarios are designed to challenge students in order to prepare individuals to learn and/or improve the delivery of patient nursing care in various situations. I understand that the simulation-based training scenarios are conducted in a safe learning environment. It is a safe learning environment where mistakes may occur and all the students will learn from their own and others' mistakes. All information pertaining to the simulation-based training scenario will be kept confidential regardless of format (electronic, written, and/or verbal). I understand and will not discuss any information outside of the simulation experience.

I understand that while participating in simulation-based training scenarios, the sessions may be video recorded for use in guided debriefing sessions following the experiences. Recordings of the sessions are considered a university record and will be used in program assessment.

I agree to adhere to the following guidelines:
- To exemplify Wright State University School of Nursing, Kinesiology, and Health Sciences's Code of Conduct for Students by participating in the simulation-based training scenario in a professional manner and treat it as a realistic patient care experience.
- Adhere to at all times strict simulated patient and peer confidentiality regarding any details pertaining to the scenario, nursing team actions, scenario outcomes, and/or debriefing discussions.
- All simulators/standardized patients are to be used with respect and be treated as if they were actual patients
- Unauthorized release of confidential information or inappropriate exchange of information is prohibited.
- Report any violations to this agreement to my assigned Clinical Instructor and/or Course Lead.

I understand that any violation to any of the above guidelines is an infringement of Wright State University's Code of Student Conduct Policy, Wright State University School of Nursing, Kinesiology, and Health Sciences Code of Conduct for Students, and Simulation Participation, Confidentiality, and Recording Agreement. I understand that such violations will result in consequences outlined in college and university policies up to and including failure of a nursing course and/or dismissal from the nursing program.

I have read and understand the above agreement and agree to professionally participate in simulation-based training video recorded scenarios while maintaining the confidentiality.

STUDENT NAME (printed) _____

STUDENT SIGNATURE   _____   DATE _____

*This agreement is considered valid throughout student's enrollment in all nursing courses involving simulation at Wright State University-School of Nursing, Kinesiology, and Health Sciences
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Faculty Assembly 11/29/17

Smoking Policy

(See the WSU Wright Way 6020 Smoking Policy)

Statistical Consulting

- Please review the Graduate Student Policies and Procedures at
https://science-math.wright.edu/statistical-consulting-center/graduate-student-policies-and-procedures

Testing Policy

Policies to be followed by all students and faculty in undergraduate and graduate classes in the SONKH.

Procedure:
Student responsibilities:
Classroom Testing
1. Each student will take the exam and submit individually, unless it is administered by the faculty as a collaborative testing opportunity.
2. No late entry into exams without faculty permission. Students who are late and admitted to the testing environment must complete the test in the remaining allotted time.
3. No extra time may be given for taking the exam unless special circumstances, such as disability, etc. are documented.
4. No children or visitors are allowed during testing.
5. All cellular phones, pagers, and electronic and/or wireless devices will be turned off and out of sight during examinations, quizzes, and graded events. This includes items such as Apple watches.
6. Personal calculators are not permitted but faculty will provide calculators for student use as appropriate.
7. Only a wooden #2 pencil can be used.
8. No food or drinks are permitted during exams.
9. Students are requested to not bring books, backpacks, or purses to exam if possible. If students do bring these items, they will be requested to place them in a designated area of the room and retrieve them following the exam.
10. Hats may not be worn or be in student's possession during the exam except to meet religious, medical, or cultural needs. This request must be communicated to the course faculty prior to the exam.
11. Students may not leave the room when the exam is in progress. If a student must leave the classroom, the exam booklet and answer sheet must be turned in to the proctor.
12. If a student is caught cheating during an exam, the student will receive an academic integrity violation notice, and the university's Academic Integrity Policy and Process will be followed.
13. Students must return exam booklet and answer sheet.
14. Students may be required to show their WSU ID when turning in their exam and answer sheet.
15. It is the faculty member's determination in how and when tests may be reviewed. Students may only review exams in a proctored setting. Students will not be allowed to take any notes or photos; any violation of this would be considered an Academic Integrity violation.

Additional Guidelines for Online Testing
1. A lock down browser with a mandatory webcam is required for all online testing.
2. A time limit and specific administration time may be established for the testing.
3. It is the responsibility of the student to ensure that he/she can access the online exam. Students should

check for internet service type, firewall issues, etc. in advance of the exam to locate possible trouble spots.

4. Cheating is a breach of academic integrity. Any suspected cheating will be investigated per Academic Integrity policies.

Testing Guidelines for Nursing Computer Lab

Special Testing Situations: A special testing situation is one that requires scheduling a time to take the test. Usually the lab closes for these testing situations.

Guidelines for special testing situations include the following:

1. The student must show his/her nursing ID or other picture ID at sign in.
2. The student may ONLY work as an individual.
3. Students may NOT use resources such as their textbooks, class notes, or drug books while working on the test.
4. Students may NOT take notes while taking the test.
5. No conversation is permitted during testing times.
6. Breaks are permitted. (The longer tests have "break" points during the exam.) Students are not allowed to take notebooks with them as they leave the lab or bring anything back in when they return.
7. Students do NOT have to show their scores to the lab assistant. Scores are available online for faculty review.

Faculty Assembly 4/19/17

Toxicology Screening Policy

TITLE: NURSING STUDENT TOXICOLOGY SCREENING POLICY

POLICY: The Wright State University School of Nursing, Kinesiology, and Health Sciences ("SONKH") Nursing Student Toxicology Screening Policy is meant to supplement the existing rules and policies of the University, the SONKH, our clinical agency partners, applicable state and federal agencies, and all applicable rules and regulations regarding safe student conduct, safe practice, and drug-free educational environments. The WSU SONKH enforces a zero-tolerance policy for impairment due to illicit drugs and the unauthorized use of drugs and alcohol any time students are representing the SONKH on or off campus. Students must adhere to established substance abuse policies and procedures of WSU as well as those of any clinical site where a student may be assigned. Most clinical facilities now require that students submit to substance abuse testing prior to starting a clinical experience. In order to participate in a clinical experience, students must abide by the substance abuse screening policies of each health care facility to which a student is assigned. Failure to submit to a requested substance abuse screening will result in disciplinary action that may include dismissal from the Nursing program as well as the clinical facility. Students who are found to have a non-negative toxicology screening may also be subject to disciplinary action that may include receiving a failing grade in the Nursing course, dismissal from the Nursing program, disciplinary sanctions by the University, dismissal by the assigned clinical site, sanctions by the State Board of Nursing, and/or criminal sanctions. Student toxicology screening results will be kept confidential to the maximum extent possible, consistent with the circumstances and applicable law. Appropriate notifications may be made as prescribed by pertinent regulatory guidelines and credentialing agencies.

DEFINITIONS:

1. Negative result—A toxicology screen with results from a SONKH contracted lab that reflects no legal or illegal substances.
2. Non-negative result—A toxicology screen with results from a SONKH contracted lab that reflects legal or illegal substances OR results that are approved by a Medical Review Officer (MRO) contracted to read screening results that reflect legal or illegal substances.

PROCEDURE:

A. Toxicology Screening Prior to Clinical Placement.

1. Students assigned to clinical facilities that require submission of documentation of a negative toxicology screen prior to the student starting a clinical experience in their facility will be required to have a drug screen performed at the student's expense. The screening and results must be completed prior to the beginning of the scheduled term. A toxicology screen with negative results filed with the University at admission may suffice if approved by the clinical agency.

2. Students must complete and submit an authorization allowing the SONKH approved lab to schedule a screening (*see* Attachment 1, signed authorization). The type of toxicology screen performed will be determined by the requirements of the students' assigned clinical facility. The student is responsible for meeting the appointment and providing the registration information at the time of specimen collection.

3. The SONKH approved lab will report results to the student and the SONKH's Chair. A non-negative result will be reviewed by a MRO who will contact the student for any needed information to assess the non-negative results.

4. If screening results indicate the use of an illegal drug or use of controlled substance without legal prescription, the student will be denied admission to the clinical experience and, therefore, will not be able to meet course objectives.

5. Students with non-negative results, as determined by the MRO, are at risk for dismissal from the program. In addition, non-negative results may require reporting by the SONKH based on pertinent regulatory guidelines and credentialing agencies. The SONKH reserves the right to inform law enforcement of suspected or alleged violations of applicable law concerning illegal use, possession, or distribution of controlled substances.

B. Toxicology Testing for Reasonable Suspicion of Unlawful Alcohol or Drug Use.

1. While students are completing a clinical experience in any clinical facility on behalf of the SONKH program in which they are enrolled, the substance abuse testing policies and procedures of the clinical facility will govern. If at any time faculty, administration, or clinical facility personnel have reasonable suspicion to believe a student is impaired due to drug or alcohol use while engaged in a clinical experience, the student will be required to undergo immediate testing (preferably within 2 hours) for drug and alcohol use through a SONKH approved lab. The student will be responsible for incurring any costs associated with reasonable suspicion testing. Reasonable suspicion is defined to mean that the student's instructor, supervisor, and/or clinical agency personnel believes the behavior, speech, body odor, or appearance of a student is indicative of the use of alcohol or drugs. Reasonably suspicious behavior could include conduct that prevents the student from performing the essential functions of his or her role in the clinical activity or which poses or is reasonably perceived to pose a threat to the health or safety of others. Other behaviors which could indicate reasonably suspicious behavior include but are not limited to unsteady or staggering gait, rapid or slurred speech, pinpoint or dilated pupils, unresponsiveness, bloodshot eyes, fine motor tremors, difficulty participating in activities, erratic behavior, verbal or physical outbursts, and/or threats to harm self or others.

2. When observation of a student indicates that reasonable suspicion testing is warranted, the SONKH faculty member or administrator will remove the student from the clinical activity and:

- Discuss the issue with the student in a private setting but in the presence of a witness if possible;
- Discuss the suspicious behavior and allow the student an opportunity to explain it;
- Determine whether reasonable suspicion testing is warranted;
- If reasonable suspicion testing is warranted, the student will be accompanied directly to a SONKH-approved lab. Results of the testing will be submitted to the SONKH's Chair;
- A student who is suspected of an impairment will not be permitted to operate a motor vehicle.

3. A student suspected of impaired practice will be suspended from all clinical and course activities until SONKH completes an investigation into the situation.

4. Refusal to test: Students who refuse or fail to complete reasonable suspicion substance abuse screening will be treated as if the results are non-negative with appropriate sanctions applied.

5. Negative test results: If the results of the test are negative, no action will be taken and the student will be allowed to participate in all clinical activities, including make-up of any missed clinical activities.

6. Non-negative results or self-admission: If results of a toxicology screen test are non-negative, or if the student admits to drug/alcohol use, the SONKH will provide referrals for evaluation and counseling for drug and/or alcohol as appropriate. The student will be removed from any clinical courses and, therefore, cannot meet course objectives. The student will be asked to be tested again, at the student's expense, prior to returning to a clinical course. If the toxicology screen is also non-negative, the student may be dismissed from the Nursing program.

7. The SONKH may also consider dismissal from the Nursing program, reporting to the University's Office of Community Standards and Student Conduct based on Student Code of Conduct violations, reporting to the appropriate state board, or reporting to federal, state, or local law enforcement, depending upon the circumstances.

C. Students Rights for Re-enrollment after Dismissal.

1. Students who are dismissed from the SONKH based on the results of a toxicology screen are eligible to follow the most current petition process for evaluation of grade/dismissal policy waivers if extenuating circumstances can be documented.

2. In order for a student who has been dismissed from the SONKH based on the results of a toxicology screen to be considered for readmission, the student must submit a letter from a treatment agency verifying successful completion of a drug/alcohol rehabilitation treatment program. Readmission determinations shall be made in the sole discretion of the SONKH and may depend on, among other considerations, submission of a negative toxicology screen prior to readmission.

RATIONALE: The School of Nursing, Kinesiology, and Health Sciences is committed to protecting the health, safety, and well-being of the community we serve. All students are expected to uphold University and SONKH policies as well as applicable laws related to drug and alcohol use. To provide a safe clinical environment for patients, families,

and staff, many hospitals and agencies are requiring individuals who provide care to patients be pre-screened for drugs and alcohol.

RELATED POLICIES: OBN 4723-4 Standards of Practice Relative to Registered Nurse or Licensed Practical Nurse Policies; 4723-5 Nursing Education Program Policies; Wright State University Wright Way Policy 3720 Code of Student Conduct; Wright State School of Nursing, Kinesiology, and Health Sciences Student Code of Conduct and Student Illness, Injury and Fitness for Duty Policies; Wright State Policy for a Drug-Free Workplace.

UG Curr 4/24/19

School of Nursing, Kinesiology, and Health Sciences
Student Nurse Toxicology Screening Policy and Procedure Agreement

I have read, understand, and agree to the Wright State University School of Nursing, Kinesiology, and Health Sciences Substance Abuse Screening Policy. I hereby release Wright State University, the SONKH, any SONKH- approved lab used for toxicology screening, and each of their employees, representatives and agents from any claim in connection with the SONKH policy.

I understand that should any legal action against me be taken as a result of the Toxicology Screening, that confidentiality can no longer be maintained.

I hereby consent to submit to a urinalysis and/or other tests to determine substance use/abuse as shall be determined by the SONKH and the requirements of the clinical facility to which I am assigned in preparation for participation in clinical experiences.

I further agree to, and hereby authorize, the release of the results of said tests to the Wright State University-designated Medical Review Officer (MRO), and from the MRO to the Chair of the SONKH or her designee.

I understand that prior to participation in a clinical experience, I must submit to a drug abuse screen and have a certified negative result by the first day of the scheduled term. I further understand that I will be subject to the same rules as the employees of the clinical facilities where I will be participating in clinical experiences. I understand that the current use of drugs and/or alcohol as indicated by a non-negative toxicology screening will prohibit me from participating in clinical experiences. I understand that completion of a clinical experience is a required component to graduate from the Nursing programs at Wright State University.

I further understand that, if I fail to provide such a certified negative toxicology result, I will be unable to participate in the clinical portion of the SONKH program in which I am enrolled.

I understand that I am responsible for the cost of the substance abuse screening. I also understand that I am subject to testing per agency affiliation agreement and/or for reasonable suspicion should I exhibit signs/symptoms of substance abuse.

I further agree to hold harmless Wright State University, the SONKH, the SONKH-approved toxicology screening agencies, contracted clinical agencies, and the MRO from any liability arising in whole or in part from the collection of specimens, testing, and use of the results from said tests in connection denying my participation in clinical experiences.

I have carefully read the foregoing and fully understand its contents. I acknowledge that my signing of this consent and release form is a voluntary act on my part and that I have not been coerced by anyone to sign this document.

A copy of this signed and dated document will constitute my consent for a SONKH approved lab to perform toxicology screening and to release the results of any screening to the SONKH. I direct that the testing lab facility hereby release the results to Wright State University.

_____

Signature   Printed Name   Date   (One copy to student, Original kept in the
                            Student's permanent file).

_____

Witness Signature   Printed Name   Date

Visitors in the Classroom

The Guidelines for Non-Student Visitors in the learning setting addresses and outlines the circumstances under which it is appropriate for non-student visitors to be present in the learning setting. The intent of the policy is to provide a successful and safe learning environment for all students and to protect the privacy of all students.

Learning settings such as classrooms, lab, laboratory exam rooms, and the like, are typically not appropriate places for a non-student visitor to be present on a frequent or continuing basis. Exceptions to this general rule include:

a. Special occasions that are University or SONKH sanctioned and at which attendance by non- student visitors is encouraged, such as a prospective student visit or when part of the learning experience.
b. Visits should be coordinated with and approved by faculty.
c. Non-student visitors may be brought into a classroom by a student for brief visits or other exceptional times when common sense would dictate that it is more efficient (e.g., following or before a physician's appointment). The student must supervise the non-student visitor and must ensure that the presence of the nonstudent visitor is not disruptive to the student, the instructor, or to other students in the class. It is not appropriate for non-student visitors, of any age, to be in the learning setting on a regular basis.
d. In the case of an unforeseen event, and if there are no other alternatives, students may have non-student minor children or adult dependents present in the classroom for brief periods of time provided the student obtains the faculty's approval. The student must supervise the non-student visitor at all times and should not leave such persons in the custody of another SONKH employee or student, even for brief periods of time.
e. Non-student visitors are prohibited visitation in the clinical setting at all times.

Faculty Assembly 4/19/17

Thesis Or Scholarly Project
(For those taking: NUR 7099)

The thesis or scholarly project is optional for graduates of the Master's of Nursing degree in the SoN. The purpose of these guidelines is to assist you in the preparation of a manuscript consistent with high standards of communication. The appearance and content of your manuscript should represent scholarly excellence in the discipline of nursing.

The finale to graduate academic work at the Master's level may be the presentation of a thesis or scholarly project. It is important to remember that if you choose to complete a thesis or scholarly project, you are required to meet the standards and requirements of both the Graduate School and the nursing program.
The thesis or scholarly project serves as evidence that the student has accomplished acceptable scholarly work in the field. The scholarly work is a public and permanent communication for the use of anyone interested in the subject. It may serve as the scholarly project should, therefore, be a source of pride not only the student, but for the Wright State University School of Nursing and the School of Graduate Studies. Completion of a thesis or scholarly project is optional to master's students in the SoN.

A student must be registered for at least one hour of graduate credit, as designated by the department, during the semester in which the successful defense of a thesis is accomplished.

Choosing a Topic for Thesis or Scholary Project

Although to choose a thesis or scholarly project topic may seem overwhelming, there are many available resources. These resources include other student's Master's thesis, faculty interest lists, and the University libraries staff. Suitable topics of investigation should be discussed with peers and faculty. It is extremely helpful to begin a list of potential topics, clinical problems, issues or concerns from the first day of your graduate program. As you read and discuss issues in classes or clinical seminars, jot down topics that interest you. Prior to deciding a final topic in NUR 7005 consider the following:
- your interest in the problem;
- variables to be explored;
- feasibility of completing the project (your skills; the time required; resources needed; site, population and instrument availability);
- your professional goals;
- local, regional or national nursing research priorities;
- faculty availability and interest; and
- fit with your specialty area.

Selecting a Thesis or Scholarly Project Director and Committee

The process of selecting a thesis/scholarly project director begins with your entry into the graduate program. Interacting and networking with graduate faculty are important components of graduate education and provide the basis for selecting a thesis/scholarly project director and a committee member. By interacting with as many graduate faculty as possible, you can identify and discuss their major areas of interest. Usually the final selection of your director is made during or following NUR 7005. Contact the potential director to discuss your topic and the faculty's interest and availability. Your thesis director must agree to serve in this role prior to registration for NUR 7099. The role of the thesis or project director is to:
- provide guidance from the proposal stage through completion;
- provide overall supervision of the project;
- raise questions and serve as an informed critic; and

- provide specific recommendations for improvement.

After a faculty member agrees to direct your thesis/scholarly project, the two of you discuss options for committee members who are within and outside the WSU School of Nursing. The committee member must be acceptable to both you and the director. It is then your responsibility to contact the potential committee member(s) and assess their interest in the topic and willingness to serve on your committee.

The Thesis Committee will consist of a thesis director and two other faculty members. The director must be a nursing faculty member who has Graduate Faculty status as identified by the School of Graduate Studies. The other committee members need to be Graduate Faculty or Associate Graduate Faculty as appointed by the School of Graduate Studies. One of the two members needs to be a WSU School of Nursing faculty or adjunct faculty. The third member must be from a discipline other than nursing. You need to negotiate with these individuals regarding their availability and willingness to serve on the committee. Information about eligible faculty in the WSU School of Nursing is available in the School of Nursing Student Affairs Office.

Students who are completing a scholarly project are not required to have a committee member from outside of the School of Nursing. This committee may consist of two people: the director and the member. A non-official additional member from the School of Nursing or the community who is an expert in the content area is acceptable.

Students may do a joint scholarly project only with the strong support of faculty who are willing to chair and serve on the committee. The project must be approved through the petition process. The petition will present the scope of the scholarly project and name the participants for the proposed scholarly project. The scope should be as broad as if separate projects were done. Thesis and scholarly project guidelines should be followed as usual.

Prerequisites to the Thesis/Scholarly Project

Students enrolled in NUR 7099 must have completed NUR 7005. In order to register for NUR 7099, you need agreement of your thesis director. When registering, be careful to select the correct section number that reflects the number of credit hours.

Grading of the Thesis/Scholarly Project

Hours earned in NUR 7099, Thesis/Scholarly Project Advisement, are counted in hours attempted and hours earned; however, they are not computed in the grade point average. Satisfactory work toward the thesis is denoted with the grade of "M". A "P" signifies satisfactory completion of the thesis and faculty submit a grade change of all "M's" to "P" after the final defense. Unsatisfactory work receives a "U". The grade of "I" for incomplete work may not be assigned for NUR 7099.

Description of a Thesis

The thesis is expected to address a problem of relevance for nursing and to be based upon a conceptual framework. It demonstrates the capacity of the student for sustained investigation and intellectual curiosity. The thesis should demonstrate that the writer has facility in the use of language, and the ability to review appropriate background material, organize investigative information, and draw logical conclusions.

These are conducted under the guidance of an approved thesis director. The thesis director assumes the responsibility for guiding the student through the investigation. It is the responsibility of the student's thesis director and other committee members to ensure that the thesis content, conduct, and form are acceptable to both the WSU School of Nursing and the School of Graduate Studies. Students are expected to assume responsibility for

following guidelines, meeting deadlines, making appointments, editing the manuscript, and timely progress of the study. Ultimately students are responsible for their own thesis.

Topics for graduate theses will examine phenomena relevant to the discipline of nursing. The National Institute for Nursing Research, The American Association of Critical Care Nurses, and other organizations have published lists of identified research priorities. A variety of quantitative and qualitative methods may be used in nursing research. Primary data collection, secondary data analysis, and replication of existing studies are considered appropriate method for graduate studies. When a graduate student uses another investigator's data as a basis for the thesis, there must be an understanding that the student's work must be original, i.e., that new questions must be examined in the data.

Description of a Scholarly Project

The scholarly project is designed to give graduate students the opportunity for more flexibility within their nursing program by allowing scholarly inquiry in a specialized area that may be better explored through the use of a scholarly project. It is as rigorous and as valuable as the thesis by providing the student with a solid foundation in problem exploration and solution. The difference between a thesis and scholarly project is in the approach to the solution of the problem. In the scholarly project, the student does not include a traditional research design, but rather implements or describes the implementation of an approach to solving the problem. Processes that may be used instead of the research process include: the nursing process (Assessment, Planning, Implementation and Evaluation), the problem solving process, strategic planning needs assessment, decision making, program planning, evaluation, marketing, product development, or research utilization. Scholarly projects may be site specific with an application focus and are less likely to be generalizable. A three chapter proposal is required for a Scholarly Project; however, rather than including research questions or hypotheses in Chapter I, there are project objectives. Chapter III addresses the methods planned for the project rather than a research design. There is also usually an end product with a Scholarly Project, so Chapter IV and V may vary depending on the project. Because the research process is not the basis for the project, there is usually no need to access the IRB. The exception would be if you are gathering data from individual subjects (compared to collecting institutional data), then you would be required to process surveys and questionnaires through the Expedited IRB Committee for protection of human subjects. Examples of scholarly projects include the following: development of computer assisted instructional programs; implementation of a theoretical framework for nursing practice; development of a comprehensive nurse managed program to institute wellness in an industrial setting, or preparing a grant proposal.

Sigma Theta Tau

Zeta Phi At- Large Chapter

The Zeta Phi chapter of Sigma Theta Tau, the International Nursing Honor Society, is located at Wright State University-School of Nursing program meetings of an educational or scientific nature are held each year. Several programs are co-sponsored with the School of Nursing.

The purposes of this society are to:
1. Recognize superior achievement;
2. Recognize the development of leadership qualities;
3. Foster high professional standards;
4. Encourage creative work;
5. Strengthen commitment to the ideals and purposes of the profession.

Current guidelines state that graduate students who have completed 18 hours of graduate credit, at least 12 of which are in nursing, and have a 3.5 grade point average will be invited by the eligibility committee to submit an application for membership. Invitations to apply for membership are sent during early Spring semester. Applications are reviewed and invitations for membership follow for the spring induction.

Those students who are already members of other Sigma Theta Tau chapters are allowed and encouraged to transfer their membership to Zeta Phi chapter.

Information about membership may be obtained from Sigma Theta Tau International Headquarters:

Sigma Theta Tau
International Headquarters
1100 W. Michigan
Indianapolis, IN 46223
(317) 264-4689

For information about the Zeta Phi Chapter contact the faculty counselors or the chapter webpage at https://health-education-human-services.wright.edu/nursing-kinesiology-and-health-sciences/zeta-phi-chapter-of-sigma-theta-tau-international-honor-society-of-nursing