Congratulations!

Your admission into the Department of Nursing is the first step toward a challenging and fulfilling professional career. The faculty and staff welcome you and hope that you will be successful in completing the degree requirements.

This handbook is given to each student upon admission to the Department of Nursing in order to provide vital information about the program and its requirements. It is your responsibility to read the entire handbook and to refer to its content throughout the program of study. You will be notified of any revisions made to the handbook or to any policies. An updated version of the handbook can be found at www.bloomu.edu/rn.bsn

On behalf of the faculty and staff, congratulations and best wishes for a successful academic career at Bloomsburg University.

Sincerely,

Susan Fetterman

Susan Fetterman, MSN, MBA, RN, FACHE
Interim Chairperson
Department of Nursing
NOTICE

The provisions of this handbook are not to be regarded as an irrevocable contract between the department and the student. The Department of Nursing reserves the right to amend any academic, administrative, or disciplinary policy or regulation (or fee) described in this handbook. A notice will be provided to students affected.

Requirements for graduation, as well as curricula, may change throughout the student’s matriculation. Such changes will not be retroactively required.

Exceptions may be necessary when changes in professional certification or licensure standards mandate revisions in academic requirements.
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SECTION I

STRUCTURE AND GOVERNANCE

A. Mission Statements and BSN Curriculum Framework
B. Organizational Structure
BLOOMSBURG UNIVERSITY MISSION STATEMENT

Bloomsburg University of Pennsylvania is an inclusive comprehensive public university that prepares students for personal and professional success in an increasingly complex global environment.

BLOOMSBURG UNIVERSITY VALUE STATEMENT

Bloomsburg University of Pennsylvania students, faculty and staff value:
- Collaboration
- Community
- Critical thinking
- Diversity
- Excellence
- Integrity
- Knowledge
- Opportunity
- Personal and professional growth
- Respect

BLOOMSBURG UNIVERSITY VISION STATEMENT

Bloomsburg University aspires to:
- be a premier public comprehensive university, recognized as a center of thinking, learning and academic excellence.
- anticipate and address the changing needs of the Commonwealth.
- be a diverse community that produces positive change.
- provide resources to maximize opportunities for success.
- be a good steward of our resources and the environment.
- develop individuals to be contributing citizens.

COLLEGE OF SCIENCE AND TECHNOLOGY MISSION STATEMENT

The College of Science and Technology (COST) is committed to providing high quality undergraduate and graduate programs for all students. To that end, the faculty provides the best instruction and academic experience for their students. Further, the College of Science and Technology is committed to being a community of scholars who teach, learn, engage in research, disseminate latest findings in science, technology, and health sciences. Faculty share their knowledge with scholars nationally and internationally. Also, faculty aggressively seek grants to acquire and maintain state-of-the art facilities and equipment which enhances teaching and learning. The college serves as a resource of knowledge for the community and welcomes partnerships with industrial, educational, health-care agencies and governmental entities.

DEPARTMENTAL MISSION STATEMENT

The faculty of the Department of Nursing accepts as its own the mission of Bloomsburg University and recognizes education for professional nursing as an integral part of higher education. The educational process integrates concepts drawn from the liberal arts and sciences into the baccalaureate and master's programs in nursing to assist students in acquiring the knowledge, skills, values, and professional behaviors essential to beginning or advanced practitioners of professional nursing.

Effective May 1992
Revised June 2011
DEPARTMENTAL PHILOSOPHY

PERSON
The faculty believe that the person is an open system interacting with other systems – family, group and community. The person is a holistic being with biopsychosocial spiritual and cultural needs. As an open system, the person is in continuous and dynamic interaction with the environment. The person adapts to changes in this environment and grows throughout the life span. The faculty believe in the inherent worth and uniqueness of individuals and populations. Each person possesses human sameness yet reveals unique cultural, racial, religious, gender, lifestyle, genetic, and age-related characteristics. Each person has the right to be treated with dignity and respect in a nondiscriminatory manner.

ENVIRONMENT
The faculty believe that the environment is multidimensional, global, dynamic, and integral to persons and their biopsychosocial, spiritual, and cultural needs. Environment encompasses diverse sociocultural, psychological, technological, and physiological elements. These elements influence and are influenced by the interaction of legal, ethical, physical, economic, sociological, and political forces. People experience the environment as individuals, families, and communities who share common beliefs and values. Given the dynamic and reciprocal relationship between the person and the environment, nursing must be responsive to lifestyle and environmental factors that are major determinants of population health.

HEALTH
The faculty believe that health is a dynamic process across the life span, up to and including end-of-life. Individual and population-based health is defined and influenced by the health/illness beliefs, values, attitudes, and practices of individuals, families, communities, and populations. Health is defined by the individual. Dynamic relationships among evolving individuals, families, and communities and changing social and environmental contexts are critical determinants of health.

NURSING
The faculty believe that nursing is a professional discipline that is both an art and a science. Nursing focuses on the person as individuals, families, communities, and populations in a caring and holistic manner. Nursing is a process of simultaneous, purposeful actions that are theory-based, contextual and grounded in critical thinking, clinical reasoning, and the scientific method. The goal of nursing is to promote optimal health and prevent disease and injury at individual and population levels. As practitioner, teacher, leader/manager, and consumer of research, the baccalaureate nurse values a sense of inquiry and participates in the process of retrieval, appraisal, and synthesis of evidence in collaboration with the person and other inter-professionals to guide practice and improve patient outcomes. At the master’s level, the advanced practice nurse assumes leadership as a practitioner, educator, manager/administrator, consultant, and researcher in specialized areas of nursing practice. The faculty believe that it is essential to educate nurses who view the profession as a scientific discipline possessing a belief system reflecting ethical values, practice according to professional standards, demonstrate concern for humankind, and commit to life-long learning, self-reflection and ongoing self-awareness development.

Effective May 1992
Revised May 1996; December 1999; December 9, 2005; April 17, 2009
CURRICULUM: PROGRAM FOUNDATION
BSN PROGRAM GOALS

The goals of this program are to assist students to assume the roles of the nurse generalist as a:

1. Provider of care who attains the competencies required of a professional nurse, including application of relevant knowledge, skills, values and other professional behaviors designed to help the person attain an optimal level of functioning
2. Designer/manager/coordinator of care who collaborates with others to promote health in a diverse and multicultural society
3. Member of a profession who values and engages in activities designed to enhance personal growth and promote professional role development through lifelong learning.

Effective May 1992
Revised April 1997; December 9, 2005
Revised 11/13/09 Faculty Assembly
EXPLANATION OF THE CONCEPTUAL MODEL
OF THE BACCALAUREATE CURRICULUM

The conceptual model of the curriculum reflects the mission, philosophy, and goals of the baccalaureate program in nursing at Bloomsburg University. The nursing faculty identifies person, environment, health, and nursing as the major concepts of the curriculum. The model expands on the conceptual meaning of these ideas.

PERSON

The concept of the person is presented throughout the curriculum in the context of general systems theory. Systems are organized into hierarchies such that each system has both subsystems and suprasystems. Thus, within the cultural suprasystem the person, as an open system, is composed of biopsychosocial and spiritual subsystems. The person exists as a subsystem of family and community. The concept of person is developed across the undergraduate curriculum in increasing levels of complexity.

The person has biopsychosocial, spiritual, and cultural needs. These are conceptualized in the undergraduate nursing curriculum as those described by Maslow and Erikson. Human needs, as defined by Maslow, are hierarchical in that basic needs must be met before higher needs can be pursued. In Maslow's hierarchy, these needs are, in ascending order, survival, safety and security, love and belonging, esteem, and self-actualization. Throughout the curriculum, the person is viewed holistically; i.e., all levels of needs are considered even though some may assume priority at any given time.

Development of the person is a process that continues across the life span. Erikson provides a framework for the major developmental tasks from birth to death. The stages of human development are introduced in the first and second years of the curriculum. Concepts are applied throughout the third and fourth years with persons in all stages of development.

ENVIRONMENT

Throughout the curriculum, the concept of a global environment is developed as a multidimensional, dynamic concept that affects individuals, families, and communities. All aspects of the environment are considered in each course, including sociocultural, psychological, physiological, legal, political, economic, technologic, and physical concepts.

HEALTH

The concept of health is developed across the curriculum by emphasizing health promotion, disease and injury prevention, health restoration, and rehabilitation strategies that will help the person attain an optimal level of physical, mental, social, and spiritual functioning across
the lifespan. People in all stages of living, including those at the end of their lives, are growing and developing.

Health promotion includes the use of human resources that maintain or enhance well-being. Disease and injury prevention consists of activities that protect people from actual or potential health threats and their harmful consequences. These activities address the developmental, environmental, genetic, and lifestyle factors that are the major determinants of health, illness, disability, and mortality. Restorative strategies emphasize early recognition and therapy for existing health problems. Rehabilitation involves efforts to reduce disability and, as much as possible, restore function.

Health care is influenced by education, information technology, financial and regulatory policies, and current local, national, and global issues of access, affordability, and social justice. Optimal health requires the person to be active and accountable within a developmental context. The nurse works collaboratively with the individual, family, and community in the attainment of optimal health.

**NURSING**

The concept of professional nursing is presented and developed throughout the curriculum through the interactive roles of practitioner, teacher, leader/manager, and consumer of research. The faculty facilitate the student’s increasing independence as a professional nurse. Through the development of critical thinking, the student uses theory and evidence to make clinical decisions. Communication forms the basis for building interpersonal relationships with clients and members of the health team. The professional nurse provides caring and holistic health care to clients in a variety of settings within the legal and ethical parameters of the profession.

6/5/96
Reviewed December 1999
Revised 12/9/05 Fac. Assembly
Revised 11/20/09 Faculty Assembly
PROGRAM OUTCOMES

The graduates of this program will demonstrate the ability to:

1. Apply knowledge synthesized from a liberal education in the arts, sciences, and humanities.

2. Employ critical thinking to solve problems and make decisions.

3. Communicate and collaborate effectively using a wide range of resources to improve health outcomes.

4. Use comprehensive and holistic assessment findings to diagnose, plan, deliver, and evaluate quality care.

5. Use information/health care technologies, research, and evidence-based knowledge in the delivery of nursing care.

6. Use leadership and management skills to promote quality, safe, and cost-effective health care.

7. Acquire, interpret, and utilize information related to health care policy, finance, and regulatory agencies to improve health care.

8. Use teaching/learning principles to educate persons and populations regarding health promotion, disease and injury prevention, and disease management.

9. Incorporate professional values and behaviors into holistic practice within a diverse, cultural, global society.

10. Assume accountability for personal and professional growth.

Effective October 1983
Revised May 1992
Revised April 2000/Faculty Assembly
Revised November 2009/Faculty Assembly
B. Organizational Structure
BLOOMSBURG UNIVERSITY
DEPARTMENT OF NURSING
FACULTY ASSEMBLY ORGANIZATIONAL CHART

Chairperson Department of Nursing

Department of Nursing Advisory Council

SLL Director

Nursing Faculty Assembly

Assistant Chairperson

FA Secretary

Archivist

Standing Committees

Graduate Council

Ad hoc/Task force committees

Sub-committees

--- Communication relationship
- Line relationship

Revised CJ 1/17
Faculty Assembly Approval April 28, 2017
SECTION II

BSN PROGRAM OF STUDY

A. RN-BSN Degree Requirements
   1. RN-BSN Program Planning Sheet
   2. RN-BSN Sequence Sheet
   3. Course Descriptions

B. University Requirements
BACHELOR OF SCIENCE IN NURSING (BSN) DEGREE

Students in the RN-BSN program in nursing must satisfactorily complete 120 semester hours of credit to be awarded the Bachelor of Science in Nursing (BSN) degree. These semester hours include general education, prerequisites, and nursing requirements. In addition to those semester hours that are earned at Bloomsburg University and credited toward the degree, credits may be awarded through the transfer process or earned through successful completion of institutional and/or approved external examinations.

Residency requirements mandate that at least 30 of the last 60 semester hours credited toward a bachelor's degree must be taken in residence at Bloomsburg University. Credits earned through advanced placement or "credit by examination" do not qualify for these 30 semester hours.
BLOOMSBURG UNIVERSITY  
Bloomsburg, Pennsylvania  
Department of Nursing

COURSE PLANNING FOR RN-BSN PROGRAM

<table>
<thead>
<tr>
<th>STUDENT:</th>
<th>FT/PT (circle)</th>
<th>ADVISOR:</th>
<th>START DATE:</th>
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Block Credit = 63 credits  
Students must have one GE in Goals 2, 4, 9, and 10 plus additional GEIs for a total of 10.

I. **Required Nursing Courses: (19 Credits)**

<table>
<thead>
<tr>
<th>Course</th>
<th>GE (Goal)</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 305 Role Development for the Professional Nurse</td>
<td>1 (Goal 2)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NURSING 306 Introduction to Nursing Research</td>
<td>0</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NURSING 451 Transcultural Health</td>
<td>3 (Goal 2, 4)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NURSING 310 Family Nursing</td>
<td>1 (Goal 4)</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>NURSING 314 Nursing Care of Older Adults</td>
<td>0</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>NURSING 100 Personal Health</td>
<td>3 (Goal 9, 10)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NURSING 230 Drug Use &amp; Abuse in Society</td>
<td>3 (Goal 2, 10)</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

II. **Required Clinical Sequence: (9 Credits)**

<table>
<thead>
<tr>
<th>Course</th>
<th>GE (Goal 4, 10)</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 410 Public Health Nursing</td>
<td>4</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>NURSING 414 Leadership &amp; Management</td>
<td>0</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

III. **Required Courses: (24 credits)** Except for 2nd Degree students who will not be required to meet.

<table>
<thead>
<tr>
<th>Course</th>
<th>GE (Goal 1, 2, 10)</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTSTUDY 204 Introduction to College Research Writing</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>MATH 14 Statistics <strong>REQUIRED as a Pre-Requisite</strong></td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>POLISCI 181 Contemporary Issues in World Politics</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MGMT 244 Principles of Management</td>
<td>0</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>COMMSTUD 313 Conflict Management</td>
<td>0</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ECON 150 Introduction to Health Care Economics</td>
<td>0</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PHIL 290 Medical Ethics</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SPECHED 101 Introduction to Exceptionalities</td>
<td>3</td>
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24
IV. Electives: (5 credits)

Done


TOTAL CREDITS = 120

NEC 5/10/16
NEC 10/3/16
**RN-BSN PROGRAM**

**2 - Year Sequence of Study**

<table>
<thead>
<tr>
<th>FALL</th>
<th>WINTER</th>
<th>SPRING</th>
<th>SUMMER</th>
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<tbody>
<tr>
<td>Yr 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 305 Role Development</td>
<td>MATH 141 Statistics</td>
<td>NURSING 306 Nursing Research</td>
<td>NURSING 451 Transcultural Health</td>
</tr>
<tr>
<td>INTSTUDY 204 Introduction to College Research Writing 3 cr</td>
<td>3 cr</td>
<td>NURSING 230 Drug Use &amp; Abuse in Society</td>
<td>3 cr</td>
</tr>
<tr>
<td>PHIL 290 Medical Ethics</td>
<td></td>
<td>NURSING 306 Nursing Research</td>
<td>NURSING 310 Family Nursing</td>
</tr>
<tr>
<td>3 cr</td>
<td></td>
<td>3 cr</td>
<td>2 cr</td>
</tr>
<tr>
<td>TOTAL 9 cr</td>
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<td>MGMT 244 Principles of Management</td>
<td>SPECED 101 Introduction to Exceptionalities</td>
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<td></td>
<td></td>
<td>3 cr</td>
<td>3 cr</td>
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<tr>
<td></td>
<td></td>
<td>TOTAL 9 cr</td>
<td>TOTAL 8 cr</td>
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<td></td>
</tr>
<tr>
<td>Yr 2</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 414 Leadership &amp; Management</td>
<td>NURSING 100 Personal Health</td>
<td>NURSING 410 Public Health</td>
<td>POLISCI 181 Contemporary Issues in World Politics</td>
</tr>
<tr>
<td>ECON 150 Introduction to Health Economics</td>
<td>3 cr</td>
<td>COMMSTUD 313 Conflict Management</td>
<td>3 cr</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>Elective</td>
<td>NURSING 314 Nursing Care of Older Adults</td>
</tr>
<tr>
<td>3 cr</td>
<td></td>
<td>2 cr</td>
<td>2 cr</td>
</tr>
<tr>
<td>TOTAL 10 cr</td>
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<td>TOTAL 10 cr</td>
<td>TOTAL 5 cr</td>
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</table>

**3 - Year Sequence of Study**

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<th>WINTER</th>
<th>SPRING</th>
<th>SUMMER</th>
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</thead>
<tbody>
<tr>
<td>Yr 1</td>
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</tr>
<tr>
<td>NURSING 305 Role Development</td>
<td>MATH 141 Statistics</td>
<td>NURSING 230 Drug Use &amp; Abuse in Society</td>
<td>NURSING 451 Transcultural Health</td>
</tr>
<tr>
<td>INTSTUDY 204 Introduction to College Research Writing 3 cr</td>
<td>3 cr</td>
<td>MGMT 244 Principles of Management</td>
<td>SPEDED 101 Introduction to Exceptionalities</td>
</tr>
<tr>
<td>PHIL 290 Medical Ethics</td>
<td></td>
<td>3 cr</td>
<td>3 cr</td>
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<tr>
<td>TOTAL 6 cr</td>
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<td>TOTAL 6 cr</td>
<td>TOTAL 6 cr</td>
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<tr>
<td>Yr 2</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 414 Leadership &amp; Management</td>
<td>NURSING 100 Personal Health</td>
<td>COMMSTUD 313 Conflict Management</td>
<td>POLISCI 181 Contemporary Issues in World Politics</td>
</tr>
<tr>
<td>ECON 150 Introduction to Health Economics</td>
<td>3 cr</td>
<td>NURSING 306 Nursing Research</td>
<td>NURSING 310 Family Nursing</td>
</tr>
<tr>
<td>TOTAL 6 cr</td>
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<td>3 cr</td>
<td>2 cr</td>
</tr>
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<td>TOTAL 6 cr</td>
<td>TOTAL 5 cr</td>
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<tr>
<td>Yr 3</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>NURSING 414 Leadership &amp; Management</td>
<td>Elective</td>
<td>NURSING 410 Public Health</td>
<td>NURSING 314 Nursing Care of Older Adults</td>
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<td>3 cr</td>
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<tr>
<td>TOTAL 4 cr</td>
<td></td>
<td>TOTAL 7 cr</td>
<td>TOTAL 2 cr</td>
</tr>
</tbody>
</table>

Total Credits for RN-BSN Program = 52 credits  
Block Credits = 63 credits  
Electives = 5 credits
RN-BSN COURSE DESCRIPTIONS

NURSING 100 Personal Health: A Multi-Dimensional Perspective
3 sem. hrs. (3:0 week)  Goal 9:  2 GEPs
Goal 10: 1 GEP

**Elective:** Provides students with information and tools to maintain and improve their personal health through accountability for health behaviors and decision making. Major themes include exploration of: many dimensions of health; factors impacting the health and wellness of individuals; individual behaviors which promote change and improved health for self and others and; current health issues for individuals and society. This course is intended for students of all disciplines.

**Prerequisites:** None

NURSING 230 Drug Use and Abuse in Society
3 sem hrs. (3:0 week)
Goal 2: 1 GEP
Goal 10: 2 GEP

Uses a multidimensional approach that emphasizes the confounding variables of biology, culture, family systems, to focus on critical issues relating to drug use and abuse. This course considers a variety of perspectives related to drugs and drug use – pharmacological, behavioral, historical, legal and clinical. The latest information on drugs, their effects on the human body and behavior, the family, and society is discussed. Substance abuse, substance dependence, intervention, referral and treatment are examined. Drug control policies, prevention, and legal aspects of drug use and abuse are explored. Opportunities for gathering and analyzing current information, and reflection on/examination of personal belief system about drug use and abuse within the context of personal and social responsibility are provided. Because drug use, abuse and dependence are leading public health and legal problems in the U.S., this course is intended for all majors.

**Prerequisites:** None

NURSING 305 Role Development for the Professional Nurse (RN-BSN) 3 sem. hrs. (3:0 week)
Goal 2: 1 GEP

Focuses on introducing the Registered Nurse to the conceptual basis and the role(s) of professional nursing. Students will apply concepts, principles, and a variety of theories derived from nursing and related disciplines in developing their professional roles as practitioner, educator, leader/manager, and consumer of evidence-based research. Insights derived from values clarification and self awareness activities will be applied as students explore legal, ethical, political, and informatic issues in their own professional practice. Students will apply principles and strategies of effective communication and interprofessional practice as they work in collaboration with others in providing evidence-based, quality health care.

**Prerequisites:** Acceptance into the RN-BSN Program
NURSING 306 Introduction to Research and Evidence-Based Practice in Nursing

Introduces students to the concepts, skills, and role of research in nursing and evidence-based practice in order to facilitate their development as consumers of research and in cultivating a spirit of inquiry in clinical practice. Major emphasis are placed on the contribution of research and evidence to the discipline and to the students’ role in critically appraising evidence on which to base clinical decisions.

Prerequisites: Basic statistics course

NURSING 310 Family Nursing

Focuses on culturally congruent nursing care of the family in present day society. Students are introduced to theory and concepts related to family health care nursing. The family nursing process is used to identify culturally appropriate health promotion and health maintenance strategies as well as social determinants resulting in health disparities. Assessment and analysis of sociocultural, economic, spiritual, and environmental factors on the family’s health functions, perceptions, interpretations, and behaviors are explored.

Prerequisites: RN-BSN Prerequisite: Nursing 305

NURSING 314 Nursing Care of Older Adults

Provides a comprehensive overview of the unique health care needs of the older adult. The target audience for this course is junior-level baccalaureate nursing students also enrolled in the Adult Health One (NURSING 311) course. The focus is on development of competency in providing evidence-based health care to older adults and their families across the continuum of health care settings. Attention is given to the complexity of acute and chronic conditions and geriatric syndromes, recognition of risk factors, valid assessment processes, and the development of individualized care. The importance of interdisciplinary collaboration is addressed. Factors influencing the aging process such as age related physical changes, gender, race, culture, spirituality, roles, relationships, lifestyle, and societal beliefs are discussed. Controversial issues and myths related to aging, elder care, and death are critically analyzed from developmental, ethical, moral, spiritual, sociocultural, legal, and health care policy frameworks for impact on aging and wellness.

NURSING 410 Public Health Nursing

Focuses on the use of demography, biostatistics, epidemiology, and population assessment to promote the health of individuals, aggregates, and populations. Participation in aggregate and population-focused activities such as assessment, planning, and implementation is cultivated. Collaboration with others to implement evidenced-based strategies for clinical prevention of illness, injury, disability, and premature death is advanced. Role development will be fostered through independent and interdependent
activities with groups and organizations providing care with attention to health disparity, vulnerability, and culturally diverse populations.

**Prerequisites:** NURSING 305 and NURSING 306 for RNs

**NURSING 414 Leadership and Management in Nursing** 4 sem. hrs. (3:1 per week:3 hrs.)
Focuses on management principles; including leadership theories and concepts, decision-making processes, budgeting guidelines and case management concepts. Content on public policy and health care economics is incorporated. Principles from this course are integrated into concurrent clinical courses to enhance professional role development for pre-licensure students and RN-BSN students.

**Prerequisites:** NURSING 306 and NURSING 305 for RN-BSN

**NURSING 451, NURSING 551 Transcultural Health Issues** 3 sem. hrs. (3:0 week)

- Goal 2: 1 GEP
- Goal 4: 2 GEPs

Provide students with a global perspective of transcultural health issues. Students will analyze the cultural, social, educational, economic, political, and environmental forces that contribute to health on an international level. Major cultural and ethnic determinants of health in developed and developing countries will be compared. Approaches used by diverse cultures in various countries in solving their health care problems will be addressed. Research on transcultural health issues will be examined. The role of major international health organizations dealing with cultural and ethical issues in world health will be evaluated.
B. University Requirements
General Education Purpose

General Education (GE) is the result of the entire university experience. MyCore assures broad exposure to study beyond the major to foster a deeper understanding of and appreciation for the world, its possibilities, and the individual’s part in it. The General Education program, based on acquiring knowledge, skills, ethical behaviors, technological competence, scientific reasoning, and cultural awareness and sensitivity will help develop each student’s ability to think critically and communicate effectively.

Description of the Program

The MyCore Program is based on achievement of ten goals for GE student learning outcomes (SLOs). Students meet the requirements of the GE program by earning General Education Points (GEPs) through successful completion of approved coursework and Co-curricular Learning Experiences (CLEs). In pursuit of providing a broad, interdisciplinary education, multiple disciplines are required for many of the goals. Students also must successfully complete foundational courses in writing and mathematics.

This is the link to ONBASE. https://intranet.bloomu.edu/general_education
Program-to-Program (P2P) Transfer Students

Students transferring to BU under the Program-to-Program (P2P) Articulation Agreements are considered to have earned 30 GEPs under the PA TRAC Transfer Framework. P2P transfer students are required to earn 10 additional GEPs to fulfill the MyCore requirements. These additional 10 GEPs should include at least one GEP from each of the following goals: Goal 2 Information Literacy, Goal 4 Cultures and Diversity, Goal 9 Healthy Living and Goal 10 Citizenship. Any remaining GEPs can be earned toward any of the MyCore goals. Courses transferred outside of the Transfer Framework can be evaluated on a course by course basis toward the MyCore requirements.

(Recommended by BUCC 11/20/2013; Approved by Provost 07/01/2014)

For more information on P2P and the Transfer Framework, see https://www.patrac.org/PENNSYLVANIASTATEWIDEP2PAGREEMENTS/tabid/4481/Def...
SECTION III

ACADEMIC SUPPORT SERVICES AND INSTRUCTIONAL RESOURCES/SERVICES

A. Bloomsburg University
B. Department of Nursing
   - Simulated Learning Laboratory
   - Health Assessment Laboratory
STUDENT SERVICES CENTER
OFFICE LOCATION GUIDE

Ground Floor
Students with Disabilities Center
Act 101/Educational Opportunity Program
100-Seat Lecture Hall
University Tutorial Services

First Floor
Admissions
Financial Aid
Registrar
Roongo’s Café
Visitors Center

Second Floor
Academic Internships
Center for Professional Development and Career Experience
Orientation
TRiO Student Support Services
TRiO Upward Bound
Academic Advisement
Counseling Center
Drug, Alcohol and Wellness Network
International Education
ACADEMIC SUPPORT SERVICES

ACADEMIC ADVISEMENT
(389-4271/4003)

The academic advisement office is responsible for working with undeclared students and summer freshmen.

STUDENTS WITH DISABILITIES CENTER
(389-4491)

Bloomsburg University is committed to embracing diversity in the university community and to the individual rights of each member of this community. BU seeks to provide students with disabilities support services and other reasonable and effective accommodations to ensure equal access to university programs.

ADULT ADVISEMENT
(389-4003)

This office admits, schedules, and advises nondegree students. A nondegree student is defined as a person admitted into undergraduate credit courses without the more formal procedure of gaining admission. This process is overseen by the coordinator of the Office of Adult Advisement.

D.A.W.N. Drug, Alcohol and Wellness Network
(389-4980)

BU’s Drug Alcohol Wellness Network (DAWN) focuses on helping students fully understand how a choice to use alcohol and drugs can affect their health, academic performance, career and legal standing. Through its educational programs DAWN provides students with accurate and up-to-date information on which to make better informed decisions.

Act 101/Educational Opportunity Program
(389-4492)
Bloomsburg University’s Act 101/Educational Opportunity Program, coordinated through the Department of Academic Enrichment, provides support and opportunities for success to students traditionally under-represented in higher education.

GLOBAL AND MULTICULTURAL EDUCATION
(389-4199/5304)

The Global and Multicultural Education Department provides an opportunity for international students and scholars to carry out their intellectual objectives within the framework of immigration regulations and American customs. This mission is partly accomplished through International Education Office (IEO) services and programs designed to assist students and scholars to meet their responsibilities as non-immigrant visitors.

The IEO supports cross-culture activities which provide opportunities for students and scholars to have exposure to American society and values and, in return, to share their own culture with Americans.

TRIO STUDENT SUPPORT SERVICES
(389-3606)

Student Support Services projects work to enable low-income students to stay in college until they earn their baccalaureate degrees. Participants, who include disabled college students, receive tutoring, counseling and remedial instruction. Students are now being served at 947 colleges and universities nationwide. On average, students enrolled in the program experience higher GPA’s and higher retention and graduation rates.

Bloomsburg University

Instructional Services and Campus Resources

The Instructional Services/Resources of the university are clearly described on the Bloomsburg University Website, and the student handbook, and the Pilot. Resources utilized the most by nursing majors include Library Services, University Writing Center, Tutorial Services, and Audio-Visual Resources.

1. WALES

The Writing and Literacy Engagement Studio (WALES) enjoys easing the writing process for all students of every major. We are a free resource that offers support for undergraduate and graduate writers at any stage of the writing process. We are a diverse staff of Writing Consultants who represent a variety of majors and share the common goal of working with you to develop your skills and help you grow as a writer. You set
the agenda for the appointment - whether you're concerned about getting started, or about clarity, grammar, organization, citations or any other aspect of writing or the English language. Appointments are highly recommended, but walk-ins are welcome – we look forward to working with you!

Located in Room 206, Bakeless Center for the Humanities, the Center is open 30 to 40 hours each week, including some evening hours. Interested students and faculty should contact the Writing Lab for more information: (570)389-5232.

2. **University Tutorial Services**

University Tutorial Services offers assistance designed to support and enhance the academic progress of university students. Peer tutoring is available upon request in a variety of courses and is provided by students who have distinguished themselves by superior academic performance. Any student requesting tutorial assistance need only complete a brief application in order to apply for this free service. University Tutorial Services is located in the Student Services Center, Room 13. The phone number is 389-2720.

Faculty who wish to consult with this office concerning student referrals or requests are encouraged to call the University Tutorial office.

3. **Additional Campus Resources**

- **Psychological Issues:** Counseling Center, Extension 4255
- **Sexual Assault:** Women’s Resource Center, Extension 5283
- **Health Issues:** Health Center, Extension 4451
- **Classroom Discipline:** Student Standards, Extension 4734

**Department of Nursing**

4. **Computer/Technology Lab – BU**

The Computer/Technology Laboratory, McCormick 3151 through 3154 houses a computer lab. This site provides opportunities for students to 1) develop/enhance computer and interactive technology skills and 2) work with computer programs as an adjunct to course work. In addition, the Computer/Technology Laboratory provides opportunities for remedial coursework and resources for student's practicum/class projects. **There is no food or beverages allowed in the computer labs.**
SECTION IV

STUDENTS

A. Rights, Responsibilities and Requirements
B. Academic Guidelines and Requirements
C. Clinical Policies, Requirements, & Guidelines
D. Health Policies
E. Student Expenses
F. Graduation Requirements
G. Membership: Organizations & Departmental Committees
H. Honors and Scholarships
STUDENT RIGHTS, RESPONSIBILITIES, AND REQUIREMENTS

Bloomsburg University

Students rights, responsibilities, and requirements set forth by the university are depicted in the Bloomsburg University website (www.bloomu.edu) and the student handbook, the Pilot, (http://www.bloomu.edu/catalog)

Department of Nursing

Orientation to Department Rights, Responsibilities & Requirements

All students are required to review their rights, responsibilities and requirements as set forth in the Bloomsburg University Undergraduate Catalog (http://www.bloomu.edu/catalog), the Pilot (http://www.bloomu.edu/catalog), and the Department of Nursing RN-BSN Student Handbook. While university publications address the policies, procedures, and requirements of the institution, the departmental handbook contains more substantive information specific to the Department of Nursing. The departmental Nursing RN-BSN Student Handbook is viewed as an important resource to be retained and used by students throughout their tenure at Bloomsburg University. Students will be notified of updates as well as on the departmental website (http://departments.bloomu.edu/rn-bsn).

University Grievance Process

Academic Grievances (PRP 3592) - Procedures have been established and are outlined in the Pilot to provide students with a system to register complaints of alleged academic injustices relating to grades or other unprofessional conduct in the traditional teacher/pupil relationship.

Nonacademic Grievances (PRP 4862) - Procedures also are available and outlined in the Pilot to provide students with a system to register complaints of alleged injustices relating to violation, misinterpretation or discriminatory application of nonacademic policies and procedures, and/or the conduct of professional, nonprofessional, and student employees.

In the above cases, the appropriate communication chain of command as outlined in the organizational charts (Section 1) needs to be followed in order for the process to be completed.

Reviewed June 2019
PRP 3592 Academic Grievance Procedure

Issued By: James Mackin, Ph.D., Provost and Vice President for Academic Affairs
Effective Date: Spring 2008


Prior version of this policy

Procedures:

I. The purpose of the following procedure is to provide students with a system by which to grieve complaints of alleged academic injustice(s) relating to grades and/or professional responsibilities as related to academic policies found in the Policies, Rules and Procedures and the Pilot. This process is not a disciplinary proceeding for any of the involved parties, although the findings may lead to disciplinary investigation or action under a different university policy.

The names of the Academic Grievance Coordinators (AGC) will be advertised extensively through normal communication avenues such as The Communique and The Voice.

II. Informal Consultation:
A. In an attempt to resolve a complaint on an informal basis, the student should first meet with the following individuals to discuss the matter in the order listed:
   1. Faculty member teaching the course
   2. Department Chairperson in which course is offered
   3. Dean, or designee, of the College in which course is offered

In order for the matter to be resolved expeditiously, the consultation(s) should take place as soon as possible after the alleged incident has occurred. It is assumed that the department chairpersons and the deans will make every effort to resolve the conflict by meeting with all parties and by listening to the views of all parties as they relate to the grievance.

B. If the matter is resolved at one of the above levels, it need not go further in the appeals process. Every effort should be made to settle the alleged injustice through informal consultation.

III. Formal Channels:
A. Students who feel the informal consultations have not satisfactorily resolved the matter may initiate a formal grievance by filing an Academic Grievance Form with the Dean of Undergraduate Education.

B. The Dean of Undergraduate Education shall determine that the Academic Grievance Form is in proper order and shall contact the person against whom the complaint has been filed. That person will be supplied with a copy of the Form and informed that an AGC will be called to hear the case if the matter cannot be resolved within five (5) class days.

C. If the two parties do not settle the complaint within five (5) class days, the Academic Grievance Board (AGB) will hear the case usually within ten (10) class days (after the initial five (5) class day period). At that time, the student will be given the opportunity to select the AGC who will serve as the contact person for the case and the moderator of the AGB hearing. (see IV.A.)
D. The grievant and respondent (individual being grieved) will be informed of the individuals who may serve on the AGB. Either (or both) party(ies) may request, with just cause, the disqualification of Board members whom she/he feels may be biased or should not be involved in the case. An appeal for disqualification may be made to the Provost and Vice President for Academic Affairs for a final decision.

E. The scope of the AGB’s review and recommendations shall be to the merit of the complaint. The AGB, in Executive Session, shall prepare a recommendation as to the merit of the complaint and forward the recommendation to the Provost and Vice President for Academic Affairs. This shall be submitted within three (3) class days after the hearing. If recommendations go beyond the scope of this policy, the Provost will reject the recommendation and direct the AGB to prepare recommendations within the scope of its responsibilities.

F. Within ten (10) class days of receiving the recommendation, the Provost and Vice President for Academic Affairs will take action and shall notify all parties in the grievance of the decision and action taken. This action is final.

G. The President has delegated the resolution of academic grievances covered under this policy to the Provost and Vice President of Academic Affairs. Resolutions that involve altering the curriculum of any program shall be made with the involvement of the affected department faculty (i.e. waiving major course requirements).

The time line outlined in this section pertains to grievances filed during the academic year. Grievances filed during the summer sessions may take longer to adjudicate due to faculty assignments and availability of grievance board members. However, every effort will be made to process grievances filed during the summer as quickly as possible.

IV. Structure Of Formal Channels:
A. Four (4) Academic Grievance Coordinators (AGCs), one (1) from each College, shall be appointed by the Provost and Vice President for Academic Affairs with the advice and consent of the Executive Board of APSCUF. Both sexes should be represented among the four AGCs. The individuals must have a reputation for fairness and objectivity. An AGC will be responsible for ensuring that all procedural guidelines are met and shall serve as moderator for any formal hearing. It is noteworthy that the role of an AGC is as a neutral party. She/he does not have voting privileges, nor should her/his opinions be part of the hearing. The appointments should be made in such a way as to insure that at least one (1) individual with prior experience is retained.

B. An Academic Grievance Board (AGB) shall consist of four (4) students and four (4) tenured faculty members selected by the AGC (chosen by the grievant) from a pool of thirty-three (33) individuals: five (5) students and three (3) faculty members from the College of Business, five (5) students and three (3) faculty members from the College of Professional Studies, five (5) students and three (3) faculty members from the College of Liberal Arts, five (5) students and three (3) faculty from the College of Science and Technology, and one (1) faculty member from the Department of Developmental Instruction.

1. Faculty members for the AGB pool will be appointed by the College Dean or appropriate administrator of the academic area with the advice and consent of the Executive Board of APSCUF.
2. Student members will be appointed by the Provost and Vice President for Academic Affairs. Appointees must be in academic good standing and have earned at least 48 credits at Bloomsburg University. At least two (2) from each college must be enrolled as graduate students.
3. Members of the pool will be appointed to a one-year term and may be considered for reappointment.
4. Whenever possible, diversity in membership should be maintained in the pool.

C. The College Dean or appropriate administrator will provide the President of APSCUF with a list of possible faculty candidates for the AGC and the AGB in a timely fashion. The President of APSCUF will consult with the Dean or appropriate administrator concerning the possible candidates if necessary. APSCUF Executive Board will provide its advice and consent of the candidates in a timely fashion.

D. The Provost and Vice President for Academic Affairs will appoint student candidates for the AGB.

E. The AGB will select one (1) person to serve as a voting moderator of the Executive Session. This individual will be responsible for transmitting the recommendation to the Provost and Vice President for Academic Affairs following the formal hearing.

F. Should the AGB members become deadlocked in preparing a recommendation, the voting moderator will inform the Provost and Vice President for Academic Affairs of such within three (3) class days of the hearing. Evidence and any reasons or
arguments relating to the AGB's inability to make a recommendation will be submitted to the Provost and Vice President for Academic Affairs also. This information is intended to provide background for any decision by the Provost and Vice President for Academic Affairs.

G. An AGC or a member of the AGB pool has the right and obligation to disqualify herself/himself from a case in which a personal interest, association, affiliation, or attitude might cause bias or jeopardize the AGB's objectivity.

V. Academic Grievance Hearing:
A. In keeping with the campus standards of due process, both the grievant and respondent have the following rights: (1) to receive written notice of the time and place of the hearing at least 48 hours prior to the hearing; (2) to receive a written notice of the complaint; (3) to be accompanied by an advisor of his or her choice, other than a non-faculty attorney; (4) to present witnesses and other evidence; and (5) to question witnesses. Attorneys, although they may be consulted, may not be present at the academic grievance hearing.

B. The hearing will be open only to the parties involved in the case.

C. The hearing will be organized by the Dean of Undergraduate Education.

D. A tape recording may be made at each hearing with the consent of the grievant and the individual being grieved. Said tape will be kept as a confidential file in the Office of the Provost and Vice President for Academic Affairs for a period of one (1) year.

E. The AGC will serve as the neutral presiding officer, and shall conduct the hearing in a fair and orderly fashion.

F. At least six (6) AGB members (three (3) faculty, three (3) students) must be present for the entire hearing and to prepare the AGB's recommendation. If the complaint is on the graduate level, at least three (3) graduate students must be present.

G. If the respondent (individual being grieved) fails to appear, testimony shall, nevertheless, be heard and a recommendation rendered. If the grievant fails to appear, the grievance will be dismissed.

H. If a claim lacks substantial evidence, the AGB will dismiss the case and no further action concerning the respondent (individual being grieved) will be taken by the AGB or the Provost and Vice President for Academic Affairs.

I. No person shall suffer recrimination or discrimination because of participation in this procedure.

J. A majority of the thirty-three (33) AGB pool members, along with the AGCs will determine any other rules or procedures consistent with this document, not in conflict with the CBA or state and federal laws.
University Student Identification Number

To protect the confidentiality of student’s Social Security numbers, a unique student identification number will be given as the primary student ID and will supplant the use of social security numbers in all cases except where required. Examples of where a social security number is required are financial aid or payroll.

University Academic Integrity Policy (PRP 3512)

What is Academic Integrity?

Academic integrity refers to the adherence to agreed-upon moral and ethical principles when engaging in academic or scholarly pursuits. The university's academic integrity policy is part of an effort to nurture a community where trust, honesty, and personal integrity guide all of our dealings with one another. Personal integrity is vital to our pursuit of educating and becoming educated. This student academic integrity policy is only part of, not the entirety of, efforts to foster a community of trust; trust is built first on our actions toward each other. The responsibility to be honest, fair and forthright with others is a responsibility that each member of the Bloomsburg University community must accept. The conditions of an academic integrity policy spell out the nature of the expectations we have of one another, and explain the sanctions that follow the failure to live up to these expectations. The following policy sets a standard for all of us to live up to and exceed.

What is Academic Dishonesty?

The following types of behaviors are examples of academic dishonesty. This list is not, and cannot be, exhaustive. Students who are unsure if an act is academically dishonest have a duty to consult their professor before engaging in the act.

1. Cheating: (a) Using notes, study aids, or information on an examination which are not approved by faculty; (b) Altering graded work after it has been returned and submitting the work for regrading; (c) Allowing another person to do one's work and submitting that work under one's own name; (d) Submitting identical or similar papers for credit in more than one course without prior permission from the course instructors.

2. Plagiarism: Submitting material that in part or whole is not one's own work without attributing those same portions to their correct source.

3. Fabrication: (a) Falsifying or inventing any information, data, or citation; (b) Presenting data that were not gathered in accordance with standard guidelines that defined the appropriate methods for collecting or generating data and failing to include an accurate account of the method by which the data were gathered or collected.

4. Misrepresenting Circumstances: (a) Lying; (b) Presenting a professor (verbally or in writing) with false or incomplete information.
5. Impersonation: (a) Representing oneself as another student in an examination; (b) Signing another's name on an attendance roster; (c) In general doing the work required of another student and/or allowing another to do your work.

6. Obtaining an Unfair Advantage:

(a) Stealing, reproducing, circulating or otherwise gaining access to examination material prior to the time authorized by the instructor; (b) Stealing, destroying, defacing or concealing library materials with the purpose of depriving others of their use; (c) Unauthorized collaborating on an academic assignment; (d) Retaining, processing, using or circulating previously given examination materials, where those materials are to be returned to the instructor at the conclusion of the examination; (e) Intentionally obstructing or interfering with another student's academic work; or (f) Otherwise undertaking activity with the purpose of creating or obtaining an unfair academic advantage over other students' academic work.

7. Aiding and Abetting Academic Dishonesty: (a) Providing material, information, or other assistance to another person with knowledge that such aid could be used in any of the violations stated above; or (b) Providing false information in connection with any inquiry regarding academic integrity.

8. Falsification of Records and Official Documents: (a) Altering documents affecting academic records; (b) Forging signatures of authorization or falsifying information on an official academic document, grade report, letter of permission, petition, drop/add form, ID card, or any other official University document.

9. Unauthorized Access to Computerized Academic or Administrative Records or Systems: (a) Altering computer records; (b) Modifying computer programs or systems; (c) Releasing or dispensing information gained via unauthorized access; or (d) Interfering with the use or availability of computer systems of information.

How can faculty encourage Academic Integrity?

It is necessary for the administration and faculty to do all that is possible to encourage high standards of academic integrity. Steps that could be taken include:

1. Course Requirements: Have the syllabus clearly state what is and is not acceptable in the course. This may include a statement of an individual or department's policy on what constitutes plagiarism, the scope of permitted collaboration, testing behaviors, policy on recycling assignments and papers, and missed assignments or exams.

2. University Policy: Briefly review the university Academic Integrity Policy on the first day of class, orally or by reference to a syllabus.

3. Examination Security: Safeguard examinations. In no event should the student be given access to, custody of, or any responsibility over examinations prior to their administration.
4. Examination Environment: Consider preventive techniques, such as alternate seating or alternate exam formats, and reasonable proctorial activities.

5. Availability of Past Examinations and Assignments: Establish individual and/or departmental policies for returning examinations for students to keep, collecting and securing examinations, and/or placing copies of old examinations on reserve in the library.

6. Student Responsibility: Faculty are encouraged to state in all syllabi that students who are unsure if an act is academically dishonest have a duty to consult their professor before engaging in the act.

What happens when a student is suspected of Academic Dishonesty?

The first step in any alleged case of academic dishonesty will be for the faculty member to inform the student that dishonesty is suspected and that steps will be taken to resolve the issue.

If the faculty member would like to resolve the issue informally and if the student accepts the charges and the penalty, then the faculty member chooses between Options I and II.

Option III is required when the student does not accept the charges or the penalty, or the faculty member believes that a penalty greater than failing the course is appropriate.

If dishonesty is discovered at or after the end of the semester, the faculty will not enter a grade for that student; thus, the student will receive an "X" grade. The faculty member will either contact the student directly to set up the initial meeting or contact the Office of Academic Affairs who will notify the student of the need for such a meeting.

**Option I: Informal Confidential Resolution**

The faculty member may resolve the charge confidentially with the student, discussing the alleged offense and explaining any penalty that might follow; students who dispute the fairness of the charge or penalty may elect to have the matter arbitrated by the Academic Grievance Board.

The professor has a range of sanctions within the boundaries of the course in which the dishonesty occurred. Possible sanctions include verbal and written reprimand, an appropriate additional assignment, lowering the grade on the assignment on which the dishonesty occurred, failing the assignment on which the dishonesty occurred, lowering the course grade, and failing the course. The faculty member is strongly encouraged to have this agreement in writing, and to keep that document and any evidence in a secure location.

**Option II: Informal Resolution with a Filed Report**

The faculty member may follow the guidelines given in Option I, Informal Confidential Resolution, and, in addition, file an Academic Integrity Policy Violation Report Form with the Director of Student Standards. The Report Form explains the offense and penalty and includes an acknowledgment by the student of the offense and penalty. The penalty agreed to on the Academic Integrity Policy Violation Report Form will be void if the student has a record of a
previous offense. A second or repeat offense requires resolution by the Academic Grievance Board.

**Option III: Formal Resolution by the Academic Grievance Board**

If the student accepts the charges (1) but does not accept the penalty or (2) has had a previous offense, the sanction will be determined by the Provost (or his/her designee) in consultation with the Director of Student Standards.

If the student does not accept the charges, the case will be arbitrated by the Academic Grievance Board. The faculty member should fill out the Academic Integrity Formal Resolution Notification Form. Once it is determined that a case will be heard by the Academic Grievance Board, the Director of Student Standards will notify all involved parties of the need to convene the Board. The Office of Academic Affairs will provide the student with written notification of the time and place of the hearing and with a copy of any written charges. The hearing will be recorded and a recommendation made to the Provost as to whether a policy violation occurred.

The Provost will make the final determination as to whether academic dishonesty occurred. If the student is cleared of the charges, the initial report form will be destroyed and the student's record will be totally clear of the event. If it is determined that a violation did occur, the Provost will determine the appropriate sanction in consultation with the Director of Student Standards.

Revised by BUCC 4/22/98, Presented to Forum 4/29/98, Revised by BUCC 2/22/06, Reported to Forum 3/1/06
Effective date; Fall 2006
PRP 3881 – Student Disruptive Behavior Policy

Issued by: Ira K. Blake, Ph.D., Interim Provost and Vice President for Academic Affairs

Effective Date: Spring 2011


Introduction

The ultimate goal of this policy is to create a safe learning atmosphere of mutual respect and courtesy, conducive to clarity of thought. Instructors and students are expected to treat each other with respect for their scholarly intentions, which are noble and worthwhile pursuits. It is the instructor’s right and responsibility to maintain an appropriate environment for learning, with the expectation of support from the university administration. In order to facilitate an environment that allows for optimal student growth and enrichment through instruction and interaction, this policy has been developed to assist with classroom management as it specifically addresses disruptive behavior.

Definitions

For the purposes of this policy, the following definitions apply:

**Instructor** — all persons authorized by Bloomsburg University to conduct instruction, advisement, or guidance of students enrolled in the university’s courses or programs, including invited speakers and guests.

**Instructional Setting** — any classroom, laboratory, office, library, or other environment in which instruction is scheduled or offered under the auspices of the University.

**Police** — for incidents occurring on campus, this will generally refer to the Bloomsburg University Police. For incidents occurring off campus, this may refer to police authorized to act at that location.

**Disruptive Behavior** — behavior that a reasonable instructor would view as interfering with normal academic functions. This may include, but is not limited to:
- Verbal, physical, or psychological threats, harassment, and physical violence
- Refusal to comply with reasonable instructor directions
- Repeatedly arriving after class has begun or leaving class early
- Distractive talking, including speaking out of turn or monopolizing discussion
- Use of any electronic device not related to class during the class period
- Disruptions in online conversations as part of a distance education or web-based class
- Use of alcohol, tobacco products, or controlled substances
- Activities not germane to the content and work of the class in session. Examples include activities such as reading the newspaper, doing homework for other classes, etc., that are not directly related to/appropriate for the class in session.
Behavioral Expectations in the Educational Setting

All Instructors are highly encouraged to articulate clear behavioral expectations for students in their respective course syllabi. To prevent disruptive behavior, the following should be reasonably expected of all students in the educational setting:

- Acting in a responsible and respectful manner
- Attending classes and paying attention. Students are responsible for any material presented in class. Students may expect the instructor to clarify material already taught but not to re-teach the material missed.
- Coming to class on time and staying until dismissed. If a student has to enter class late, he or she should do so in a manner so as not to disrupt the class. Students should not leave a class once it has begun unless it is absolutely necessary. This applies to testing situations as well, until the student has completed the test.
- Respecting the right of others to speak uninterrupted. Students must allow others time to give their input and ask questions. Students should not stray from the topic of the class discussion.
- Turning off unnecessary electronic devices before class begins. Students should ask permission of the instructor for any electronic devices used in the classroom, except those medically necessary (such as hearing aids, etc.).
- Focusing on class material during class time. Sleeping, talking to others, showing audible and visible signs of restlessness or boredom, doing work for another class, reading the newspaper, checking e-mail, and text messaging are unacceptable classroom behaviors.
- Waiting until the instructor has dismissed class to pack class materials so as not to miss important closing information
- Expressing disagreement civilly, when and if disagreement occurs

Procedures to Follow When Disruptive Behavior Occurs

Nothing in this policy prohibits an immediate call to the police or referral of the matter to another policy office, as determined to be appropriate by the instructor.

Step 1 — Informal Resolution (Instructor’s Response to the Disruptive Behavior)

Student behavior disruptive of the instructional setting will not be tolerated. If a student’s behavior is deemed disruptive by an instructor, the instructor can direct the student to refrain from the disruptive behavior and warn the student that such disruptive behavior can result in disciplinary action. If, in defiance of this warning, the disruptive behavior recurs, the instructor has the right to remove the student from the classroom for that class period. In extreme cases, if the student refuses to leave after being requested to do so, the instructor can summon the police to remove the student.
Incidents in which the student ceases the disruptive behavior will be considered informally resolved, with no further action necessary. Incidents in which the instructor removes the student from the classroom, or in which the police remove the student, will require formal resolution, as defined below.

Step 2 — Formal Resolution (When Student Is Removed From the Classroom)

If this occurs, the Instructor has the option of meeting with the student prior to the next class to provide the student with a clear and concise explanation of the behavior/action that led to his/her dismissal from the class, and of what is expected of the student before permission will be granted by the instructor for readmittance.

In extreme cases, the instructor can choose not to meet with the student, and can refer the incident to the administration for resolution. When this happens, the Instructor should document the incident by completing a Disruptive Classroom Incident Report (located on the Bloomsburg University “S” drive) and forwarding copies to the Department Chair, Dean of the College, and the Dean of Students before the next class meeting. The office shall provide the student with a copy of the report. The instructor can exclude the student from the classroom or other instructional site pending resolution of the matter by: (1) informing the student of the exclusion, (2) informing the student of his/her rights to request an expedited review of the exclusion, and (3) by immediately referring the matter to the office by submitting the Disruptive Classroom Incident Report and informing the appropriate Dean of the College. If such exclusion occurs, and if the student requests a review, the Dean of Students Office shall review the exclusion within three business days of the date the student requests the review. The office, in such cases, will be charged with investigating the incident and deciding whether the student will be readmitted to the classroom. The office will promptly communicate its decision to the instructor and student.

Step 3 — Appeals Process

In situations in which the student does not agree with the decisions rendered in the formal resolution, the student has the right to grieve the outcome by following the procedures set forth in PRP 3592 (Academic Grievance Procedure). In situations in which the instructor does not agree with the decision granted in the formal resolution, the instructor has the right to appeal the outcome to the Provost.

Step 4 — Final Resolution (Possible Sanctions)

To provide final resolution of incidents of disruptive behavior in the classroom, the agents of the university listed below, acting in their official capacities, are granted their respective enumerated authorities:

The Instructor is authorized to:

1. Issue a warning to a disruptive student
2. Remove a disruptive student from the classroom
3. Call the police to remove a disruptive a student from the classroom, in extreme cases
4. Exclude the disruptive student from the instructor’s classroom or instructional site pending expedited review and decision by the Dean of Students
5. Sanction the disruptive academically, if course participation is a component of the final grade and is indicated in the course syllabus

The Dean of Students is authorized to:
1. Issue a warning to a disruptive student
2. Enforce educational sanctions on the disruptive student, such as classes, papers, or community service
3. Place the disruptive student under disciplinary probation
4. Suspend the disruptive student from classes
5. Expel the disruptive student from the university
6. Exclude the disruptive student from any part or all of campus

The Dean, Provost, and or President are authorized to:

1. Suspend the disruptive student from classes
2. Expel the disruptive student from the university
3. Exclude the disruptive student from any part or all of campus

**Documentation**

Instructors should be aware that notes of dates, times, witnesses, and details of incidents of disruption, and the impact of the disruption on those present, may be important in any future proceedings which may be necessary. Referrals to the Dean of Students require official written documentation including factual and descriptive information, accompanied by the Disruptive Classroom Incident Report. The student is entitled to have a copy of this documentation.
B. Academic Guidelines and Requirements
Academic Guidelines and Policies

1. Academic Advisement Policies and Guidelines

Academic Advisement

Every student entering the RN-BSN Program is assigned a department faculty advisor who assists the student in planning his/her overall academic program. The advisor also is an important contact with the university and can serve as a general reference for non-academic issues as well. A student has the right to request a change of advisor through the chairperson of the department.

In accord with the Pilot, it is the student’s responsibility to know and observe the academic policies and regulations of the university. It also is the student’s responsibility to cooperate with the academic advisor to gain the maximum benefit from the process. To facilitate this process, students are expected to:

1. Arrange advisement sessions that are convenient to both the student and advisor.
2. Be actively involved in the decisions.
3. Be aware of academic deadlines and academic policy changes.
4. Make effective use of the resources available.
5. Follow through on suggestions and/or recommendations made by the advisor.

Class Scheduling Advisement Procedure

Each semester, students meet with their designated advisor to review their overall program plan and discuss class selection for the upcoming semester. At approximately the mid-point of the academic semester, students will:

1. Receive an email informing them of scheduling from the BU Registrar. The details regarding the timetable and process for scheduling are present on the Registrar’s homepage.
2. Consult their departmental Student Handbook (RN-BSN Program) to determine their progression based on programmatic requirements. Students will then identify the course requirements for the upcoming semester and consult the Class Schedule to develop a primary and alternate course plan.
3. Schedule an online meeting with their advisor at least two weeks before their designated time to schedule classes for the upcoming semester to verify accuracy of course planning and/or resolve conflicts or difficulties.
4. Schedule courses via the online computer program at the time specified (unless otherwise directed).
5. Consult with their advisor if any difficulties arise in the scheduling process.

2. Clinical Requirements Policy

As required by regulations set forth by the Pennsylvania State Board of Nursing and contractual agreements with cooperating clinical agencies/institutions, all students entering clinical nursing courses must: 1) verify possession of current cardiopulmonary resuscitation (CPR) certification; 2) verify possession of professional liability/malpractice insurance in a minimum of
$1,000,000/3,000,000; 3) verify criminal background and child abuse clearances, 4) FBI fingerprinting, 5) have an annual health examination and 6) have a 10 panel drug screen per agency requirements on file and 7) required child abuse on-line training.

The students who are not in compliance with these requirements are prohibited from attending clinical and must meet with the department chairperson. Therefore, RN students are responsible for ensuring the completion of the requirements in a timely manner. The following documents are due to the RN-BSN director by the designated date prior to beginning the practicum/clinical rotation:

1. Submission of a completed annual health examination.
2. Verification of BLS CPR certification for the academic year.
3. Verification of professional liability/malpractice insurance for the academic year.
4. Verification of appropriate clearances with criminal background, child abuse check, and fingerprinting for the academic year.
5. Verification of appropriate drug screen for agency contracts for the academic year.
6. Required child abuse on-line training certificate.

1986/Revised June 2018

3. **Departmental Admission Policies and Procedures**

Departmental Admission Policies and Procedures are outlined clearly on the university’s website. For current information, refer to Bloomsburg University’s web-site under academics (www.bloomu.edu).

4. **Advanced Placement and Credit by Examination Policies and Procedures**

   **College Level Equivalency Program (CLEP)**

   The University will award credit for CLEP Examinations upon receipt of verification of a score at or above the 50th percentile by the Office of the Registrar. CLEP General Examinations must be taken before matriculating to Bloomsburg University. CLEP Subject examinations may be taken anytime prior to graduation. Acceptance of credit for CLEP Examinations is subject to departmental approval. The decision for granting credit resides with the departmental chairperson. For more information contact the Academic Advisement Center at 570-389-4271.

   **Credit by Examination (Faculty-Prepared Exams)**

   Once students have been admitted to the university, they may earn credit in selected science and general education courses by petitioning for the privilege of establishing credit through a comprehensive examination instead of through registration and class attendance. Eligibility to petition is based upon student presentation or evidence of adequate experience with the course content through experience other than college attendance or through independent study of the course content.
5. Transfer Course Credits

In accord with the University policy on evaluation of transfer credits (refer to PRP 3343), college-level courses completed at a two or four-year college or university accredited by one of the regional accrediting associations in which grades of C or higher (C = 73%) were earned are usually transferred for a degree student. Transference of credits from associate and/or baccalaureate clinical nursing courses is completed on a case by case review.

A student applying to transfer courses must fulfill the provisions of Residence Requirements and Graduation Requirements. Students are required to seek assistance from their faculty advisor with the transfer process.

6. Minimal Essential Performance Standards for Admission and Progression

Applicants and students enrolled in the Department of Nursing must possess the necessary intellectual, physical, emotional, social and communication skills to provide nursing care that is safe for the client, themselves and other health care providers. They must be able to provide safe nursing care in a wide variety of settings with diverse clientele. Student must consistently meet these standards to qualify for and remain in the program.

Students requesting accommodations under section 504 of the Rehabilitative Act of 1973/or the Americans with Disabilities Act must provide the Office of Accommodative Services for Students with Disabilities (“Office of Accommodative Services”) the required documentation and notify the Department of Nursing. Reasonable accommodations will be provided to those individuals with disabilities, where possible, to enable them to meet these standards and ensure that students are not denied the benefits of, excluded from participation in, or otherwise subjected to discrimination in this program. If the student does not provide the instructor with written documentation from the Office of Accommodative Services, the instructor will refer the request for accommodation to the Office of Accommodative Services. The instructor has no obligation to provide an accommodation to the student without written documentation from the Office of Accommodative Services.

Students who consistently do not meet these standards with reasonable accommodation will be unable to progress in the nursing program and will be dismissed from the nursing program per the Departmental Student Code of Academic and Professional Conduct (Section E. Academic Good Standing Policy). The core Minimal Essential Performance Standards for this program are identified below along with examples of these standards. These examples are not inclusive of all expected abilities and should be used only for simple comparative purposes by applicants to and students currently enrolled in this program.

<table>
<thead>
<tr>
<th>Issue</th>
<th>Standard</th>
<th>Examples of Nursing Activities (Not all inclusive)</th>
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<tr>
<th>Issue</th>
<th>Standard</th>
<th>Examples of Nursing Activities (Not all inclusive)</th>
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| Cognitive     | Ongoing capacity to learn new information and skills to provide safe nursing care. This includes the ability to read, comprehend, measure, calculate, analyze, synthesize, and evaluate diverse forms of information in increasingly complex and fast paced environments. | • Learn new skills and rationales for nursing care in a timely manner  
• Learn and adopt new methods of providing nursing care to reflect the dynamic nature of health care provision  
• Manage information from multiple sources  
• Perform correctly mathematical calculations                                                                 |
| Critical thinking | Critical thinking sufficient for sound clinical judgment                                                                                     | • Competent assessment of clients in a timely manner  
• Correct interpretation of assessment data  
• Identify cause and effect relationships in clinical data and situations  
• Identification of appropriately necessary nursing interventions  
• Design of appropriate nursing care plans  
• Problem solve effectively to manage multiple priorities  
• Evaluation of the effectiveness of interventions  
• Revision of planned interventions                                                                 |
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<tr>
<th>Issue</th>
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<th>Examples of Nursing Activities</th>
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<td>Visual, auditory, and</td>
<td>Visual ability sufficient for observation and assessment. Hearing</td>
<td>• Ability to obtain information from a variety of sources (digital, analog, and waveform) of</td>
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<td>tactile</td>
<td>ability sufficient to monitor and assess health needs. Tactile ability</td>
<td>physiological measurement in order to determine a client’s health status</td>
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<td>sufficient for physical assessment.</td>
<td>• Ability to observe diagnostic specimens, perform health assessments and interventions within</td>
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<td>a variety of settings (perform palpation; sense subtle temperature and moisture changes;</td>
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<td>detect changes in color and texture of skin, nails, sclera, and body fluids)</td>
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<td>• Ability to identify non-verbal cues such as grimacing and movement</td>
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<td>• Ability to identify and differentiate sounds related to heart, lung, or other bodily functions</td>
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<td>• Ability to identify and respond to life saving alarms used to monitor client’s changing</td>
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<td>health status, client’s cries for help and emergency signals.</td>
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<td>• Ability to prepare and draw up the correct quantity of medication for use in a variety of</td>
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<td>administration methods.</td>
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<td>Mobility</td>
<td>Physical abilities sufficient to move oneself from room to room, along</td>
<td>• Lifting, moving, carrying, pushing, pulling, positioning, and supporting clients, equipment</td>
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<td>hallways, and in small or confined spaces. The physical stamina</td>
<td>and other objects independently.</td>
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<td>sufficient to perform all care activities for entire timeframe and</td>
<td>• Standing, bending, squatting, reaching overhead, walking, sitting while working directly with</td>
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<td>length of work role. Gross and fine motor movements sufficient to</td>
<td>clients and coworkers and documenting care.</td>
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<td></td>
<td>provide safe and effective nursing care.</td>
<td>• Ability to grasp and manipulate a variety of small and large objects</td>
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<td>• Calibrate accurately and use equipment and maintain sterile technique</td>
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<tr>
<td>Issue</td>
<td>Standard</td>
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<tr>
<td>Interpersonal</td>
<td>Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, spiritual, and intellectual backgrounds.</td>
<td>• Establish rapport and relate effectively with clients, their families, and colleagues.</td>
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<td>• Work effectively with these individuals when they are stressed physically and/or emotionally.</td>
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<td>• Provide care socially, culturally, and spiritually acceptable to clients.</td>
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<td>• Negotiate interpersonal conflicts in a professionally appropriate manner.</td>
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<td>Communication</td>
<td>Communication abilities sufficient for clear and effective interaction with others in verbal and written form. Comprehension and accurate recall of verbal and written communication</td>
<td>• Follow verbal and written instructions</td>
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<td>• Clearly communicate with other health care providers by appropriately documenting assessment findings, interactions with client/family and other health care professionals, and nursing interventions provided and the client’s responses</td>
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<td>• Document clearly, accurately, efficiently, and legally within regulatory mandates and guidelines.</td>
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<td>• Provide effective therapeutic communication and client teaching. Consult with other health care providers in a professional manner.</td>
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<td>Emotional Stability</td>
<td>Emotional stability sufficient to assume responsibility and accountability for actions. Function effectively under stress.</td>
<td>• Establish therapeutic boundaries</td>
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<td>• Demonstrate flexibility and adaptability to changing environment</td>
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<td>• Provide client with emotional support</td>
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<td>• Deal effectively with the unexpected.</td>
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<td>• Focus attention on task and client</td>
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<td>• Perform multiple responsibilities and tasks concurrently</td>
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<td>• Handle effectively strong emotions in self and others, e.g. grief, anger.</td>
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<tr>
<td>Issue</td>
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<td>Examples of Nursing Activities (Not all inclusive)</td>
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</tbody>
</table>
| Personal Behaviors   | Maintains personal behaviors consistent with the American Nurses’ Association Code for Nurses. Conduct behaviors in accordance with the standards of good citizenship, honesty, propriety, and with regard for the rights of others. Obey the federal, state, and local laws. | • Demonstrate integrity and honesty  
• Respects clients and their rights  
• Avoid behavior inconsistent with professional standards, such as: chemical use, abuse, dependency; engaging in or supporting criminal behavior.  
• Follow all state and federal laws, and university, Department of Nursing, clinical agency policies.  
• Abide by judicial and disciplinary decisions of court, university, and Department of Nursing. |

Adapted from:  
Core Performance Standards Required for Nursing, Board of Directors of the Southern Council on College Education for Nursing (SCCEN) 1993.  
Accepted by Faculty Assembly November 1995  
Revised June 2001; Revised October 2002  
Revised May 2010; Approved by Faculty Assembly 9/17/10.
7. Progression and Retention Policies and Procedures

Academic Good Standing Policy

A student in the RN-BSN nursing program must maintain the following standards for academic good standing to progress in the Department of Nursing.

1. A student must attain a grade of "C" or above in all required NURSING courses and departmental non-clinical professional nursing courses:
   - NURSING 100 – Personal Health
   - NURSING 230 – Drug Use & Abuse in Society
   - NURSING 305 – Role Development for the Professional Nurse
   - NURSING 306 – Introduction to Research and Evidence-Based Practice
   - NURSING 310 – Family Nursing
   - NURSING 314 – Nursing Care of Older Adults
   - NURSING 414 – Nursing Leadership and Management
   - NURSING 451 – Transcultural Health Issues

A student who does not meet the identified requirements for departmental academic good standing in departmental non-clinical professional nursing courses will be required to eliminate the identified deficiencies through a repetition of the course before progressing in the baccalaureate nursing program.

A student may repeat departmental non-clinical professional nursing courses only once. A student who does not attain a grade of “C” or above in the repeated departmental non-clinical professional nursing course will be dismissed from the nursing program.

2. A student must attain a grade of "C" or above in the classroom theory portion and “Pass” in the Clinical Evaluation in all required NURSING_____, departmental professional nursing courses with a clinical component:
   - NURSING 410 – Public Health Nursing

A student who does not attain a “C” or above in the classroom theory portion in an NURSING_____ departmental professional nursing course with a clinical component and attains a “Pass” in the Clinical Evaluation will receive the letter grade earned through the Class Grading evaluation procedures stated in the course syllabus.

The clinical portion of the course is evaluated as “Pass” or “Fail” using the Clinical Evaluation. A student who attains “Fail” in the Clinical Evaluation in a NURSING_____ departmental professional nursing course with a clinical component will receive the grade of “F” for the course.

A student who does not meet the identified requirements for departmental academic good standing in professional nursing courses with a clinical component will be required to eliminate the identified deficiencies through a repetition of the course before progressing in the baccalaureate nursing program.

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A student may repeat a departmental professional nursing course with a clinical component only once. A student who does not attain a grade of “C” or above in the classroom theory portion and “Pass” in the Clinical Evaluation in the repeated course will be dismissed from the nursing program.

A student may repeat only one departmental professional nursing course with a clinical component. If a student does not attain a grade of “C” or above and “Pass” in the Clinical Evaluation in a second departmental professional nursing course with a clinical component the student will be dismissed from the nursing program.

The department reserves the right and the responsibility to develop procedural guidelines for the implementation of this academic good standing policy. Recommendations concerning academic progression and retention are made to the Department of Nursing Chairperson by the departmental Student Admission, Progression, and Retention Committee. Based upon the recommendations, sophomore, junior and senior students who do not meet the requirements for academic good standing are placed on departmental probation, required to take a departmental leave of absence, or dismissed from the program.
Departmental Academic Probation

1. A RN-BSN student who does not meet the identified requirements for departmental good standing will be evaluated by the departmental committee on Student Admission, Progression, and Retention (SAPR) and will be immediately placed on departmental academic probation.

2. The student will be notified of this decision by the Chairperson of the Department of Nursing.

Departmental Academic Leave of Absence

1. A RN-BSN student who does not attain departmental academic good standing after one academic period on probation will be required to take a departmental leave of absence.

2. The student will be notified of such actions by the Chairperson of the Department of Nursing.

3. A student on a departmental academic leave of absence is ineligible to enroll in any required course offered by the Department of Nursing. **When on departmental academic leave, a student’s position will be guaranteed for no more than one calendar year.** If at the end of one calendar year the student is not ready to return from departmental academic leave of absence, that student will be dismissed from the program.

Approved by BUCC 2/6/08

Statute of Time Limitation

Once a student has begun the first required NURSING __ departmental course, all required NURSING departmental courses must be completed within five calendar years.
8. **Departmental Code of Academic and Professional Conduct**

Nursing students are required to make a commitment to professionalism and acknowledge this requirement by signing the Departmental Code of Academic and Professional Conduct Agreement. Professional nurses assume responsibility for the life and welfare of other human beings, therefore, every nursing student is expected to demonstrate competence and patterns of behavior that are consistent with level of educational preparation, professional responsibilities, and the public's trust. All students are expected to uphold the highest standards of honesty and integrity and to know and comply with the guidelines provided in this Departmental Code of Academic and Professional Conduct (“Code”). Students (and faculty) are expected to report to the faculty member of the course or to the Department of Nursing chairperson any unethical or proscribed conduct that violates this Code.

Because of the nature of nursing, the nursing faculty reserves the right to counsel, discipline, suspend, or dismiss those students who, in their judgment, do not satisfy the requirements of scholarship, health, and personal conduct for nursing and national licensure. A student may be removed from classroom or clinical experiences at any time for unsafe or unprofessional behavior which violates the Departmental Code of Academic and Professional Conduct. Students unable to continue in the program are those who do not meet the standards defined in the Department of Nursing’s Performance Standards for Admission and Progression (PSAP); or do not satisfy the Department’s academic requirements as outlined in the Academic Good Standing Policy (BU Policy #3540); or violate the standards of this Departmental Code of Academic and Professional Conduct.

Academic unsuitability will be handled according to the Academic Good Standing Policy (BU policy #3540). Academic dismissal from the Department of Nursing does not necessarily mean dismissal from the university.

The Departmental Code of Academic and Professional Conduct identifies that the education of nursing students is based on the concept that integrity, sense of responsibility, and self-discipline are inherent to the profession of nursing. The responsibility of the individual student to sustain high ethical standards is parallel to the concept that the professional nurse must be accountable for professional standards in the practice of nursing (published in the American Nurses Association Code of Ethics for Nurses, 2001; Nursing’s Social Policy Statement, 2003; Nursing Scope and Standards of Practice, 2004). Misconduct of any type will not be tolerated as it lowers the standards of Professional Nursing Practice, and ultimately jeopardizes the safety and well-being of the public.

The provisions of the Departmental Code of Academic and Professional Conduct apply to all student activities on University owned property, any location affiliated with Bloomsburg University, or in the community at large. The Code will be applied without regard to age, ethnicity, gender, race, disability, religion, political affiliation, sexual orientation, or any other basis protected by state, local, or federal law. Nursing students have a responsibility to uphold the local, state, and federal laws associated with citizenry of the United States of America. The Departmental Code of Academic and Professional Conduct is in addition to, and does not relieve the requirements of the University Code of Conduct (PRP #4802) or the requirements of civil or criminal law.
CONDUCT PROHIBITED

1. **Academic Integrity Policy** – any violation of the University Academic Integrity Policy (PRP 3512).

   **Academic Dishonesty**
   - *Plagiarism* - Taking credit for someone else’s work or ideas regardless of the media, stealing others’ results or methods, copying the writing of others without acknowledgment, or otherwise taking credit falsely.
   - *Cheating* - Using unauthorized notes, study aids, and/or information from another person on an examination, report, paper, or other evaluative document; unauthorized altering of a graded work after it has been returned, then submitting the work for re-grading; and allowing another person to do all or part of one’s work and to submit the work under one’s own name; performing academic assignments (including assignments such as: tests, care plans, and papers) for other persons; buying or selling course assignments, papers, or examinations.
   - *Assignments* – Submitting work that is not the student’s independent, original work. Although independent study is recognized as a primary method of effective learning, at times students benefit from studying together and discussing assignments and laboratory work. When any material is to be turned in for inspection, grading or evaluation, it is the responsibility of the student to ascertain what cooperation, if any, between or among students, is permitted by the instructor.
   - *Falsification of Data* - Dishonesty in reporting results, ranging from sheer fabrication of data, improper adjustment of results, and gross negligence in collecting and analyzing data, to selective reporting or omission of conflicting data for deceptive purposes.

2. **Falsification of Academic Records and Official Documents**
   Without proper authorization, altering documents affecting academic records, forging signatures of authorization, or falsifying information on an official academic document, election form, grade report, letter of permission, petition, clinical record or any other official University document.

3. **Aiding and Abetting Dishonesty**
   Providing material, information or assistance to another person with the knowledge or reasonable expectation that the material, information or assistance will be used to commit an act that would be prohibited by this Code, University policy, or that is prohibited by law or another applicable agency policy.

4. **Use of Computers, equipment, materials, or property**
   Violating the University’s Information Technology Policies and Guidelines, which define proper and ethical use of computers. Violation of nursing course and SLL policies for use of computers, software, other electronic learning materials, and any lab equipment or property. Likewise,
students must not violate any affiliating agency policies related to equipment, materials, food, medication, or patient property.

5. **Professional Nurse Conduct**
Exhibiting behavior unacceptable to the profession of nursing. Students must assume personal responsibility for being in physical and mental condition to give safe nursing care and for the knowledge and skills necessary to give this care.

A. Unacceptable behavior includes, but is not limited to, the following:
- Providing nursing care in a predictably unsafe or harmful manner
- Failing to meet the standards of the Performance Standards for Admission and Progression (section four Academic Guidelines and Policies Section, Nursing Student Handbook).
- Failing to meet the Standards of Nursing Conduct as specific in Pennsylvania Code, Title 49. Professional and Vocational Standards; Chapter 21. State Board of Nursing.
- Carrying out a procedure without competence or without the guidance of a qualified person
- Willfully or intentionally doing physical and/or mental harm to a client
- Exhibiting careless or negligent behavior in connection with the care of a client
- Refusing to assume the assigned and necessary care of a client and failing to inform the instructor with immediacy so that an alternative measure for that care can be found
- Committing boundary violations. Professional boundaries must be maintained between student and patient, instructor, and agency personnel (Pennsylvania Code, Title 49. Professional and Vocational Standards; Chapter 21. State Board of Nursing).
- Refusing to comply with Student Health Policies and Guidelines outlined in Nursing Student Handbook and/or required by affiliating agencies.

B. Violating confidentiality, privacy, or security standards as presented in the Health Insurance Portability and Accountability Act (HIPAA).
- Using the full name or personal identifiers of a client in any assignment.
- Removing any Medical Record forms by any method (electronic, paper, picture, etc.) from the clinical area.
- Discussing confidential information in inappropriate areas, such as elevators, hallways, lunchroom, social media
- Discussing confidential information about a client with third parties who
do not have a clear and legitimate need to know.
C. Falsifying client records or fabricating client experiences
D. Failing to report omission of or error in treatment or medications
E. Using profanities or inappropriate gestures, treating others in disrespectful ways, thus, not understanding that society, which sanctions nursing as a profession, is globally diverse and must be respected.

6. **Commission of a Crime**
   Engaging in illegal activity that would impact the student’s ability to obtain or maintain a professional license or employment in the nursing profession. The results of criminal proceedings will not be determinative of proceedings under this Code.

7. **Committing Behavior Making One Ineligible for Licensure**
   The State Board of Nursing may refuse, suspend, or revoke any license in any case where the Board shall find that the applicant:
   - Has been convicted or has pleaded guilty or entered a plea of nolo contendere or has been found guilty by a judge or jury of a felony or a crime of moral turpitude, or has received probation without verdict, disposition in lieu of trial or an Accelerated Rehabilitative Disposition in the disposition of felony charges, in the courts of this Commonwealth, the United States, or any other state, territory or country;
   - Has committed fraud or deceit in securing his or her admission to the practice of nursing or to nursing school;
   - Is unable to practice professional nursing with reasonable skill and safety to patients by reason of mental or physical illness or condition or physiological or psychological dependence upon alcohol, hallucinogenic or narcotic drugs or other drugs which tend to impair judgment or coordination, so long as such dependence shall continue.
   Students ineligible for licensure by the Pennsylvania State Board of Nursing will be dismissed immediately from the program. [Refer to section 14 of the Professional Nursing Law, (63 P.S.&224) and the Standards of Nursing Conduct (Pennsylvania Code, Title 49, 21.18) for licensure eligibility criteria.]

8. **Drugs and Alcohol**
   Using, possessing, selling or distributing illicit drugs; Illegally using, selling, possessing, or distributing any drugs or alcohol at any time in any situation; Using prescribed, over the counter or illicit substances in such a manner as to impair one’s judgment or performance as a nursing student.

   **Alcohol and Substance Abuse Policy**

   The Department of Nursing expects that all students within the department will fully comply with the university’s policies related to alcoholic beverages and drugs. These policies are found in the The Pilot. The student is fully responsible for knowledge of stated policies.
Students will comply with the drug and alcohol policies and drug testing procedures as required by agencies affiliated with the Department of Nursing.

Additionally, the Department of Nursing acknowledges that individuals seeking nursing licensure within the Commonwealth of Pennsylvania and other jurisdictions must document that they have not been found guilty of any misdemeanors or felonies, including those associated with alcohol or other drugs. As noted previously, the State Board of Nursing must deny opportunity to attempt licensure to any individual who has been found guilty of violating “The Controlled Substance, Drug, Device and Cosmetic Act” (P.L. 233, No. 64).

The review process will be initiated for a student in the nursing program who has a suspected violation of university, department, clinical agency alcohol/substance use and abuse policies, or any Commonwealth or other jurisdiction’s laws regarding the use, sale, exchange, consumption or possession of alcoholic beverages, including the motor vehicle code, as exemplified by driving under the influence. Departmental sanctions may be rendered as a result of the review process.

Departmental sanctions will be rendered for a student in the nursing program who

1. demonstrates chemical impairment in the classroom or clinical setting
2. refuses to comply with affiliated agencies drug and alcohol policies and drug screening policies and procedures, or
3. has been found guilty of violating the university’s drug policy, or
4. has been convicted of, pleaded guilty to or entered a plea of nolo contendere to a felonious act prohibited by “The Controlled Substance, Drug, Device and Cosmetic Act,” or the conviction of a felonious act related to a controlled substance in a court of law of the United States or any other state, territory or country, or
5. has been found guilty of violating the university’s alcohol beverage policy, or any Commonwealth or other jurisdiction’s laws regarding the use, sale, exchange, consumption or possession of alcoholic beverages, including the motor vehicle code, as exemplified by driving under the influence.

9. Other Unprofessional Conduct
   - Failing to cooperate with review procedures related to a violation of the Departmental Code of Academic and Professional Conduct.
   - Possessing or using firearms, explosives, dangerous chemicals, or other dangerous instruments in contravention of the law, University, or affiliating agency policies
   - Violating classroom and clinical policies including but not limited to: Obstructing or disrupting teaching, research, administration, disciplinary procedures, or other institutional activities, or disruptive behavior in the community; not attending class or clinical; fabricating reasons for lack of attendance
   - Violating University Policy PRP 4802 Student Code of Conduct
   - Violating University Policy PRP 3881 Student Disruptive Behavior Policy

**Evaluation of other behaviors will occur as needed based on the violation.**
REPORTING, REVIEW and RESOLUTION PROCEDURE

The following procedure will be followed when a student is considered for review as a result of charges of violation of the Departmental Code of Academic and Professional Conduct.

I. Reporting Suspected Violations
Students, faculty, and staff are expected to report any suspected violations of the Code as soon as possible after the event takes place. The Department faculty or chairperson may be notified by an official from the university, any police department, or any other information source of student actions that violate the Code. These incidents are reviewed through this procedural process as well.

A. Reporting by Students/Staff: Suspected infractions of the Departmental Code of Academic and Professional Conduct must be reported by students/staff to the course faculty and/or Department Chairperson, as appropriate, depending on the circumstances. If the student elects to first contact the faculty, that faculty member will inform the Department Chairperson. The Statement of Violation of the Departmental Code of Academic and Professional Conduct form will be completed.

B. Reporting by faculty or Department Chairperson: The faculty(s)/chairperson initiating this action must notify, in writing, the student, Department Chairperson, and the chairperson of the Student Admission, Progression and Retention Committee (SAPR) of the intention to formally report the violation of the Code. The Statement of Violation of the Departmental Code of Academic and Professional Conduct (SV) will be completed. The student charged with violating the Code will be provided with a copy of the SV.

The faculty(s) is/are responsible for gathering data and written anecdotal information documenting the student’s performance, skills, behaviors, legal documentation, etc. which substantiate violation of the Code. This documentation must be submitted to the Department Chairperson and the SAPR committee chairperson.

Depending on the nature of the violation and the recommendation of the SAPR Committee, the student may or may not attend class or clinical. The determination will be made by the Department Chairperson in consultation with the SAPR Committee and involved course faculty.

II. Review Process

A. The Chairperson of Department of Nursing will meet with the student and investigate the Statement of Violation of the Departmental Code of Academic and Professional Conduct complaint to determine if there are reasonable grounds to believe the student has engaged in conduct proscribed by this code. If reasonable grounds are not found, the Department of Nursing Chairperson will dismiss the charges.

B. If reasonable grounds are found or if the student accepts responsibility for the conduct, the
decision made by the Department of Nursing Chairperson will be communicated to the student.

C. The involved student may submit documentation to the Department Chairperson and SAPR Chairperson to refute or explain the incident(s) related to the violation of the Code prior to the student and Department Chairperson meeting.

III. Resolution

A. The Department Chairperson and the SAPR committee will collectively review the case following the Department Chairperson’s meeting with the student. In collaboration, the Chairperson of the Department and the SAPR committee will make a decision regarding resolution of the charges and outcomes rendered.

DISCIPLINARY SANCTIONS

1. Students whose behavior has been found to violate the Departmental Code of Academic and Professional Conduct are subject to one or more of the following disciplinary sanctions:

   a. **Restitution:** In cases involving damaged, stolen, or misappropriated property, a student may be required to reimburse by dollar amount, by transfer of property, or by the provision of services to the University or a member of the University community in accordance with the nature of the violation and in an amount not to exceed the actual expenses, damages, or losses incurred.

   b. **Community Service:** A student may be required to render a designated number of hours of specified service to the University or the community.

   c. **Reprimand:** A student may receive written notice that the conduct in which the student(s) engaged is inconsistent with the Code. Such notice will indicate that future violations of the Code may result in the imposition of more serious sanctions.

   d. **Disciplinary Probation:** A student may be placed on probation during which there is observation and review of behavior, and the student must demonstrate compliance with the student conduct regulations. A student on probation is not in "good standing" with the Department of Nursing. Terms of the probation will be determined at the time the probation is imposed and may include loss of privileges, restitution, required educational/service activities, additional course and/or clinical work, health condition/disease treatment, and/or professional mental health counseling.

   e. **Loss of Privileges:** A student may be denied specific privileges normally associated with student status, such as participation in recognized activities or use of University facilities or services.

   f. **Grade:** A student may receive a grade of “F” on the assignment or in the course.

   g. **Dismissal:** A student may be permanently terminated from the Department of Nursing and ineligible for readmission.

   h. **Dismissal due to ineligibility for licensure** by the Pennsylvania State Board of Nursing or any other State Board of Nursing [Refer to section 14 of the Professional Nursing Law, (63 P.S. §224) and the Standards of Nursing Conduct]
(Pennsylvania Code, Title 49, 21.18) for licensure eligibility criteria.] Re-entry will be in compliance with evaluation of previous nursing credits and the Nurse Practice Act which states:

a. at least ten (10) years have elapsed from the date of conviction;
b. the applicant satisfactorily demonstrates to the board that he/she has made significant progress in personal rehabilitation since the conviction such that licensure of the applicant should not be expected to create substantial risk of harm to the health and safety of patients or the public or a substantial risk of further criminal violation; and

c. the applicant otherwise satisfies the qualifications contained in or authorized by this act. (1985, December 20, P.L. 423, No. 110)

i. Other Sanctions:

1. Alcohol Offense Probation: in addition to any sanctions by the University or the judicial system, a student may be placed on alcohol offense probation.

   A. The student must complete the following:
      - Enroll in the course Alcohol: Use and Abuse, or submission of a paper, project, etc. related to an alcohol/drug related topic for a course assignment or a community service activity related to the offense. The student will arrange the appropriate activity with the Department Chairperson.
      - Participation in Bloomsburg University’s Drug, Alcohol, and Wellness Network (D.A.W.N.) as arranged.

   B. Depending on the nature of the offense the student may be required to have an evaluation completed by a certified alcohol counselor and comply with any recommendations based on that evaluation.*

   C. Failure to comply with the provisions of the probation will lead to dismissal from the Department. A repeat offense will automatically result in dismissal from the Department of Nursing.*

Re-entry: Re-entry to the Department of Nursing will occur only after evidence is presented containing the following protocol:

- Individual commitment to discontinue substance use and institutional commitment to facilitate re-entry, if the individual meets the terms of the agreement.
- Submission of plan for follow-up treatment for a period recommended by treatment provider to chairperson of department.
- Regular reports of progress form treatment provider to chairperson.
- Authorization for release of information regarding progress to the chairperson.
- Agreement to submit to random drug screens.
- Documentation of attendance at counseling and self-help meetings

*Confidentiality of records will be maintained by the Department of Nursing.

**All expenses will be the responsibility of the student.
2. Second offenses: A student designated as a repeat offender of the Bloomsburg University Academic Integrity Policy, the University’s Student Code of Conduct validated by official documentation of university, local, state, or federal agencies, the Departmental Code of Academic and Professional Conduct will be dismissed from the program. In all cases, students are unable to meet the Personal Behaviors standard of the PSAP and the professional integrity requirements for licensure by the Pennsylvania State Board of Nursing.

3. Academic record: All disciplinary sanctions shall be included in the student’s permanent academic record.

4. Notification
   A. The Department of Nursing Chairperson will notify the student in writing of the outcome of the review and rationale for the decision.
   B. Student may appeal the decision by following the appropriate processes currently in place at the University (see PRP 3592: Academic Grievance Procedure).

Approved Faculty Assembly, May 10, 2010
Implementation Date: August, 2010
Revised and Approved: Faculty Assembly May 13, 2019
Implementation Date: August 2019

Appeals Process

A student who is placed on a departmental leave of absence and/or dismissed may use the procedures in place at the University to request an appeal (Refer to PRP 3557).

A student who wants to grieve complaints of alleged academic injustice(s) related to grades and/or professional responsibilities associated with departmental or university academic policies and procedures may do so (refer to PRP 3592). Likewise, a student who wants to “grieve complaints of alleged injustices relating to violation, misinterpretation or discriminatory application of non-academic policies and procedures, and/or the conduct of professional, non-professional and student employees” may do so (refer to RPR 4862). In these cases, the appropriate communication chain of command as outlined in the organizational charts in Section one of this handbook need to be followed in order for the process to be completed.

Departmental Code of Academic and Professional Conduct
Nursing students are required to make a commitment to professionalism and acknowledge this requirement by signing the Departmental Code of Academic and Professional Conduct Agreement. Professional nurses assume responsibility for the life and welfare of other human beings, therefore, every nursing student is expected to demonstrate competence and patterns of behavior that are consistent with level of educational preparation, professional responsibilities, and the public's trust. All students are expected to uphold the highest standards of honesty and integrity and to know and comply with the guidelines provided in this Departmental Code of Academic and Professional Conduct ("Code"). Students (and faculty) are expected to report to the faculty member of the course or to the Department of Nursing chairperson any unethical or proscribed conduct that violates this Code.

Because of the nature of nursing, the nursing faculty reserves the right to counsel, discipline, suspend, or dismiss those students who, in their judgment, do not satisfy the requirements of scholarship, health, and personal conduct for nursing and national licensure. A student may be removed from classroom or clinical experiences at any time for unsafe or unprofessional behavior which violates the Departmental Code of Academic and Professional Conduct. Students unable to continue in the program are those who do not meet the standards defined in the Department of Nursing’s Performance Standards for Admission and Progression (PSAP); or do not satisfy the Department’s academic requirements as outlined in the Academic Good Standing Policy (BU Policy #3540); or violate the standards of this Departmental Code of Academic and Professional Conduct.

Academic unsuitability will be handled according to the Academic Good Standing Policy (BU policy #3540). Academic dismissal from the Department of Nursing does not necessarily mean dismissal from the university.

The Departmental Code of Academic and Professional Conduct identifies that the education of nursing students is based on the concept that integrity, sense of responsibility, and self-discipline are inherent to the profession of nursing. The responsibility of the individual student to sustain high ethical standards is parallel to the concept that the professional nurse must be accountable for professional standards in the practice of nursing (published in the American Nurses Association Code of Ethics for Nurses, 2001; Nursing’s Social Policy Statement, 2003; Nursing Scope and Standards of Practice, 2004). Misconduct of any type will not be tolerated as it lowers the standards of Professional Nursing Practice, and ultimately jeopardizes the safety and well-being of the public.

The provisions of the Departmental Code of Academic and Professional Conduct apply to all student activities on University owned property, any location affiliated with Bloomsburg University, or in the community at large. The Code will be applied without regard to age, ethnicity, gender, race, disability, religion, political affiliation, sexual orientation, or any other basis protected by state, local, or federal law. Nursing students have a responsibility to uphold the local, state, and federal laws associated with citizenry of the United States of America. The Departmental Code of Academic and Professional Conduct is in addition to, and does not relieve the requirements of the University Code of Conduct (PRP #4802) or the requirements of civil or criminal law.
STUDENT ACADEMIC INTEGRITY
POLICY VIOLATION REPORT FORM

SECTION ONE- General Information

Student Name: ___________________________ Student ID#: ___________________________ Date of Violation: ___________________________

Faculty Name: ___________________________ Course: ___________________________ Course #: ___________________________

SECTION TWO- Violation Information

CHECK ONE:

Option I  Informal Confidential Resolution
(faculty completes form, provides a copy to student, & retains form)

Option II  Informal Resolution With A Filed Report at The Dean of Students Office

Option III  Formal Resolution By The Academic Grievance Board

Alleged Violation:

☐ Cheating  ☐ Plagiarism  ☐ Falsification of Records and Official Documents

☐ Fabrication  ☐ Impersonation  ☐ Aiding and Abetting Academic Dishonesty

☐ Misrepresenting Circumstances  ☐ Unauthorized Access to Computerized Academic or Administrative Records or Systems

☐ Obtaining an Unfair Advantage  ☐ Other:

Please provide a description of the alleged violation:

Sanction(s):

SECTION THREE- Signature

Option I: I acknowledge the charge against me, agree to the sanction(s) assigned, and understand the violation will be adjudicated informally with the faculty.

Option II: I acknowledge the charge against me, agree to the sanction(s) assigned, and understand that this form will be forwarded to the Dean of Students Office. If I have previously been found in violation of the Student Academic Integrity Policy, any informal resolution sanctions will not apply; and sanctions will be determined by the Provost in consultation with the Dean of Students.

Option III: The violation cannot be adjudicated informally, and I understand that the violation will need to be formally adjudicated through the Dean of Students Office.

_________________________  ___________________________
Student Signature  Date

I agree to the above terms:

_________________________  ___________________________
Faculty Signature  Date

Submit Form to the Dean of Students Office, KUB 101

(updated Fall 2014)
Social Media Statement

Supported by the Code of Conduct and Department Code of Professional Conduct

Purpose: To educate students on the impact and implications of social media use on their current and future career as a professional nurse.

Use of social media including but not limited to Facebook, Twitter, Instagram, group texts, Google Docs and the internet, in general, is very clearly an opportunity to communicate with family and friends in your personal life. However, as part of Bloomsburg University, the Department of Nursing and in preparing for a professional, licensed role of a registered nurse it is necessary to be mindful of what you share publicly. The need to be respectful regarding the department, university, affiliated clinical sites and potential future employers is required.

As a student seeking licensure, the nursing student is held to a higher standard as a professional healthcare provider who will protect and care for the public. Just as nursing students are held to the standards of the Health Information Portability and Accountability Act (HIPAA), so too, the laws of illegal substance, underage drinking and public defamation* apply to the nursing student. This is not intended, in any way, to punish the nursing student but rather prepare students for the professional role that they will assume upon graduation. Should any healthcare organization conduct a review of any candidate they seek to employ and find unfavorable postings in social media, the student may compromise his/her potential employment directly following graduation or in the distant future. Nurses, as well as nursing students, should understand that patients, colleagues, organizations and employers may view postings: recent or from the past. Therefore, as recommended by the American Nurse Association (ANA): do not make disparaging remarks in any social media format, about patients, employers or co-workers, even if they are not specifically identified.

Therefore, as a student of the nursing department at Bloomsburg University, inappropriate use of social media may result in disciplinary action and/or dismissal from the program or university. Internet communication allows for embellishment and magnification to “go viral” and personal intentions become irrelevant. Therefore, it is necessary for education in this area and the prevention of said activity.

*Defamation is defined as an act of communication that causes someone to be shamed, ridiculed, held in contempt or lowered in the estimation of the community: it refers to the damage done to a person’s reputation. (Glasgow, Dreher and Oxholm, 2012).

Resources:
- Yoder v. University of Louisville, No. 32009cv00205 (W.D. Ky. 2009)
- Byrnes V. University Johnson County Community College, (D. Kan. 2010)
- McGuire, Tom, Director, Media Relations, Bloomsburg University; personal communication, October 2018 and February 2019.
**Departmental Grading Policy**

A. All nursing courses have the following grading scale.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>93-100</td>
</tr>
<tr>
<td>A-</td>
<td>3.67</td>
<td>90-92</td>
</tr>
<tr>
<td>B+</td>
<td>3.33</td>
<td>87-89</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>83.86</td>
</tr>
<tr>
<td>B-</td>
<td>2.67</td>
<td>80-82</td>
</tr>
<tr>
<td>C+</td>
<td>2.33</td>
<td>77-79</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>73-76*</td>
</tr>
<tr>
<td>C-</td>
<td>1.67</td>
<td>70-72</td>
</tr>
<tr>
<td>D+</td>
<td>1.33</td>
<td>67-69</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>60-66</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
<td>≤ 59</td>
</tr>
</tbody>
</table>

*Note: C is equal to a 2.0 or a percent of 73 or better.*

B. In all NURSING.___ departmental clinical courses, a student must maintain a minimum grade of “C” in the theory component as a passing grade and in the clinical component to successfully complete the course as a passing performance grade. If a student receives a grade less than a “C” in the theory portion of the course and/or a failing grade in the clinical component, the student has failed the course. A failing grade in the clinical component automatically will earn a grade of “F” for the course.

Adopted February 1996/Effective August 1996
Reviewed June 2005
Revised December 2005
Revised June 2011

**Military Deployment**

1. Students receiving orders for call-up to military duty have two options:

   a. The student should contact the Office of the Registrar and speak to the VA representative, bring along a copy of their orders. The Office of the Registrar will evaluate the orders and based on the dates of the student’s deployment will make recommendations for various options for the student.

   b. INCOMPLETE GRADES – I – Incomplete. This is a temporary grade to be given only when the instructor believes that the student has been unable to complete the course requirements due to circumstances beyond his/her control. Failure of a student to take a final examination or complete other course requirements without prior arrangement with the instructor of legitimate excuse is not a justification for a grade of I.

      i. When the instructor submits the grade of I to the Registrar, it must be signed by the student and it must be accompanied with a formal, written plan for the student to complete the course requirements and the
appropriate letter grade that would be assigned if the plan were not completed by the student in the time specified. In the event that a student is assigned a grade of I without such a plan, then it will automatically convert to an F at the end of the next regular semester. The plan for the student to complete the course requirements shall be drawn up by the instructor with the acquiescence of the student. Unless specifically stated in the written plan to the contrary, it is assumed that work will be completed prior to the end of the next regular semester. When the plan has been completed by the student, the instructor shall recalculate the grade to be assigned for the course and submit this new grade to the Registrar according to established procedures. A request for an extension of time in the plan to complete course requirements must be initiated by the student prior to the deadline of the plan on file in the Office of the Registrar. The student must present suitable documentation to the instructor indicating that circumstances above and beyond his/her control persist or new circumstances of that nature have developed. It will be granted only upon approval of the instructor and the Dean of the appropriate College. (Refer to PRP 3522, Academic Policies, University website).

June 2019
C. Clinical Policies, Requirements and Guidelines
1. Student Responsibilities in the Clinical Laboratory Experience

As a student, you are responsible for:

- Participating in a clinical evaluation of your performance in each clinical course. You will receive an evaluation form at the beginning of the course. At mid-term, you will schedule a meeting with your clinical professor. Together you will discuss your progress and direction for future growth. At the end of the course, you will again schedule a meeting with your clinical professor. Together you will evaluate your progress in meeting the course objectives. Failure to satisfactorily meet the course objectives will result in a clinical failure. Please note that students must obtain a "C" or above in classroom theory and satisfactorily complete the clinical requirements to pass clinical courses.

1. Clinical Laboratory Dress Code

The Bloomsburg University Department of Nursing students in the clinical laboratory are to be dressed in a manner that is professional in appearance and is safe for both the practitioner and client. To this end, students are required to follow the guidelines presented below:

- Hair must be off the face and well secured in a neat style. Students with long hair must use a hairstyle that keeps their hair secured so as not to come in contact with patients or interfere with nursing care. Hair, mustaches, and beards must be neatly trimmed, clean, and styled.
- Makeup and hairstyles must be conservative and professional. Attendance to personal hygiene is required.
- Fingernails must be short and well groomed. Only clear nail polish may be used. False nails are not allowed.
- The only pieces of jewelry allowed are one simple band style ring, a watch with a sweep second-hand, and a single small-post earring in each ear lobe. Jewelry may not be worn in any visible body piercings including, but not limited to, piercings in the tongue, nose, lips, and eyebrows. Jewelry worn in non-visible piercings which may pose a safety risk because of equipment or procedures in the clinical area will not be permitted.
- Tattoos cannot be visible at any time.
- Students’ uniforms must be clean and pressed. The approved gray or white uniform pant may be worn in the clinical setting with the maroon scrub top. A white, long-sleeved or short-sleeved T-shirt (free of any design, logo or wording) is optional and may be worn under the scrub top. Only lab jackets can be worn over the uniform. The lab jacket is worn only over appropriate business attire when students are in clinical areas, but not in uniform. Appropriate business attire include tailored pants and tops with closed-toed shoes.
- When the uniform of beige trousers and polo shirt is required by the course faculty, a white, long-sleeved or short-sleeved T-shirt (free of any design,
logo or wording) is optional and may be worn under the polo shirt. The student may wear the maroon colored sweater only when in the beige trousers and polo shirt attire, in lieu of the lab jacket. Other dress code requirements for specialty clinical areas will be defined by individual course faculty.

- Appropriate undergarments should be worn at all times. Undergarments may not be visible.
- Only closed toe and closed heel white nurses’ shoes or athletic shoes are worn with uniforms. Athletic shoes must have white leather or vinyl uppers and be devoid of colored decorations or logos. Either white over-the-ankle socks or hose are worn with trousers. White socks must be worn with the white uniform pants.
- Name pins must include the first and last names of the student, and Bloomsburg University. The pin is to be worn on the upper left front of the shirt, or lab jacket.
- Due to the potential allergic reactions of patients, minimal use of scented lotions or perfumes is advised.
- Smoking while in uniform is not allowed. Gum chewing is not allowed in clinical areas.
- Students are expected to wear the lab jacket for all return demonstrations and practice in the SLL.
- Students are prohibited to wear or use smartwatches or exercise bands (i.e. Fitbit) in clinical, in clinical lab, or in the clinical computer lab either as a watch or with any other functionality.

Individual course faculty will specify exceptions to the dress code for the specialty areas of clinical practice. Students not complying with this Laboratory Dress Code will not be allowed in clinical. Professional appearance is mandatory at all times.

Date approved and Implemented: Faculty Assembly April 17, 1998; Reviewed: June 2008; Revised and approved in Faculty Assembly April 17, 2009; Revised May 2017; Revised December 2018 (SAPR); Approved by Faculty Assembly December 7, 2018; Revised February 8, 2019 (SAPR); Approved March 8, 2019
2. Cardiopulmonary Resuscitation (CPR) Certification

a. In accord with contractual agreements with cooperating clinical agencies/institutions, all students enrolling in nursing courses must verify that they are certified in CPR.

b. Procedure: Listed below are the approved CPR courses

<table>
<thead>
<tr>
<th>CPR Provider</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Heart Assoc.</td>
<td>BLS for Healthcare Providers – go to American Heart Association website: <a href="http://www.heart.org/HEARTORG/">http://www.heart.org/HEARTORG/</a> click CPR, What type of training do you need; Health Professional Courses</td>
</tr>
<tr>
<td>American Red Cross</td>
<td>Basic Life Support for Healthcare Providers <a href="http://www.redcross.org/">http://www.redcross.org/</a> click Training and Certification, Healthcare BLS, find a location at the top right screen</td>
</tr>
</tbody>
</table>

A photocopy of the CPR card (front and back) must be submitted to the RN-BSN Program Director by the designated date.

3. Liability/Malpractice Insurance

a. In accord with contractual agreements with cooperating clinical agencies/institutions, all students enrolling in clinical nursing courses must verify possession of a minimum of $1,000,000/3,000,000 liability malpractice insurance coverage.

b. Procedure:
   i. All students who will be enrolled in clinical courses MUST, submit a photocopy of the MEMORANDUM OF INSURANCE verifying their new or renewed liability/malpractice insurance coverage.

4. Criminal Background Checks

a. The Commonwealth of Pennsylvania has enacted legislation to ensure that educational and health care systems provide a safe environment for children and provision of services safeguarding the rights of older adults while protecting them from abuse.

b. Procedure:
   i. In accord with the agency contracts:
      1. A student may not be permitted to continue in his/her field of study which requires Act 34 Criminal History or Act 151 Pennsylvania Child Abuse History Clearances if the report comes back with any incidents.
      2. If additional similar clearances are required in the future for licensure or certification
in Pennsylvania, any documentation of incidents on such clearances may stop the student from progressing in the major.

3. Prior to beginning the clinical nursing coursework, all students must provide evidence of criminal background clearances. The clearances required are:

   a. Pennsylvania State Police Request for Criminal Record Check (Form SP4-164)
   b. Pennsylvania Child Abuse History Clearance - Cost $10
   c. FBI Federal Criminal History Records Clearance

4. Submit the original letters obtained from the Child Line and Child Abuse Registry, Pennsylvania State Police Repository, and the FBI clearance to the RN-BSN Program Director by the designated date. These reports will be kept in the student’s file in the Department of Nursing.

**A student will not be allowed into the clinical agency if this requirement is not met.**

c. Pennsylvania State Police Request for Criminal Record Check (Form SP4-164)
   i. This form is used for:
      2. Act 169; 35 P.S. Clearance (Older Adults Protective Services Act)

   ii. The applicable offenses under Act 24 are as follows:
      1. Title 18 of the Pennsylvania Consolidated Statutes (Crimes Code)

         Chapter 25          Criminal Homicide
         Section 2702        Aggravated Assault
         Section 2709        Harassment and Stalking
         Section 2901        Kidnapping
         Section 2902        Unlawful restraint
         Section 3121        Rape
         Section 3122.1      Statutory Sexual Assault
         Section 3123        Involuntary Deviate Sexual Intercourse
         Section 3124.1      Sexual Assault
         Section 3125        Aggravated Indecent Assault
         Section 3126        Indecent Assault
         Section 3127        Indecent Exposure
         Section 4302        Incest
         Section 4303        Concealing Death of Child
         Section 4304        Endangering Welfare of Children
         Section 4305        Dealing in Infant Children
         Section 5902(b)     Prostitution and Other related Offenses
         Section 5903 (c), (d) Obscene & Other sexual Materials and Performances
         Section 6301        Corruption of Minors
         Section 6312        Sexual Abuse of Children

3. An out-of-state or Federal offense similar to those listed in (1) and (2) above.

iii. The prohibitive offenses contained in Act 169 are as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>CC 2500</td>
<td>Criminal Homicide</td>
</tr>
<tr>
<td>CC 2502A</td>
<td>Murder I</td>
</tr>
<tr>
<td>CC 2502B</td>
<td>Murder II</td>
</tr>
<tr>
<td>CC 2502C</td>
<td>Murder III</td>
</tr>
<tr>
<td>CC 2503</td>
<td>Voluntary Manslaughter</td>
</tr>
<tr>
<td>CC 2504</td>
<td>Involuntary Manslaughter</td>
</tr>
<tr>
<td>CC 2505</td>
<td>Causing or Aiding Suicide</td>
</tr>
<tr>
<td>CC 2506</td>
<td>Drug Delivery Resulting in Death</td>
</tr>
<tr>
<td>CC 2702</td>
<td>Aggravated Assault</td>
</tr>
<tr>
<td>CC 2901</td>
<td>Kidnapping</td>
</tr>
<tr>
<td>CC 3121</td>
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<td>CC 3126</td>
<td>Indecent Assault</td>
</tr>
<tr>
<td>CC3127</td>
<td>Indecent Exposure</td>
</tr>
<tr>
<td>CC 3301</td>
<td>Arson and Related Offenses</td>
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<td>CC 3502</td>
<td>Burglary</td>
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<td>CC 3701</td>
<td>Robbery</td>
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<tr>
<td>CC 3901</td>
<td>Theft</td>
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<tr>
<td>CC 3921</td>
<td>Theft by Unlawful Taking</td>
</tr>
<tr>
<td>CC 3922</td>
<td>Theft by Deception</td>
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<tr>
<td>CC 3923</td>
<td>Theft by Extortion</td>
</tr>
<tr>
<td>CC 3924</td>
<td>Theft by Property Loss</td>
</tr>
<tr>
<td>CC 3925</td>
<td>Receiving Stolen Property</td>
</tr>
<tr>
<td>CC 3926</td>
<td>Theft of Services</td>
</tr>
<tr>
<td>CC 3927</td>
<td>Theft by Failure to Deposit</td>
</tr>
<tr>
<td>CC 3928</td>
<td>Unauthorized Use of a Motor Vehicle</td>
</tr>
<tr>
<td>CC 3930</td>
<td>Theft of Trade Secrets</td>
</tr>
<tr>
<td>CC 3931</td>
<td>Theft of Unpublished Dramas or Musicals</td>
</tr>
<tr>
<td>CC 3932</td>
<td>Theft of Leased Properties</td>
</tr>
<tr>
<td>CC 3933</td>
<td>Unlawful use of a Computer</td>
</tr>
<tr>
<td>CC 3940</td>
<td>Securing Documents by Deception</td>
</tr>
</tbody>
</table>

5. FBI Federal Criminal History Records Clearance Procedure

i. This form is used for: Act 151 Clearance (Child Protective Services Law of 1990).

d. Pennsylvania Child Abuse History Clearance

   i. This form is used for: Act 151 Clearance (Child Protective Services Law of 1990).

ii. The applicant will pay the fee package for the fingerprint service and to secure the Criminal History Record.
iii. The applicant proceeds to the fingerprint site of their choice for fingerprinting. The location of the fingerprint sites and days and hours of operation for each site will be posted. The location of fingerprint sites may change over time so applicants are encouraged to confirm the site location nearest to their location.

iv. At the fingerprint site, Operators manage the fingerprint collection process.

v. After the identity of the applicant has been established, all ten fingers are scanned to complete the process. The entire fingerprint capture process should take no more than five to 10 minutes.

vi. The applicant's scanned fingerprints will be electronically transmitted to the FBI as required by federal statute.

vii. Department of Human Services (DHS) will receive the Federal Criminal History Record from the FBI. DHS's Background Check Unit through ChildLine and Abuse Registry will return the Federal Criminal History Record to the applicant. The Record will be printed on standard letter sized paper that when copied will reveal Void if Copied. This does not prohibit an employer from copying the applicant results letter, it is solely a means to verify that it is an official record.

viii. Complete processing of the results should take no longer than 4 to 6 weeks.

ix. The applicant will then provide/upload the Federal Criminal History Record to the RN-BSN Program Director.
6. Drug and Alcohol Testing Policy

a. In accord with contractual agreements with cooperating clinical agencies/institutions, all students enrolling in nursing courses must comply with the drug and/or alcohol testing policies and procedures of the agency/institution. Students may be responsible for costs associated with testing in the clinical agency or institution. Refusal to comply with the policies and procedures of the agency/institution will prevent progression in the nursing program and will result in dismissal from the program. Failure of the drug test as determined by the agency/institution will result in immediate dismissal from the nursing program.

b. The following 10-panel drug test is required to be completed. Students will pay for the drug testing package and will receive a receipt/letter that will be presented to the lab or testing agency.

i. Amphetamines
ii. Benzodiazepines
iii. Opioids
iv. Marijuana
v. Methaqualone
vi. Barbiturates
vii. Cocaine
viii. Phencyclidine
ix. Methadone
x. Propoxyphene

The applicant will then provide/upload the 10-panel drug test to the RN-BSN Program Director.

The following statement will be presented to the student on receipt of the Handbook, to be signed, and returned to the Chairperson.

Drug Testing Attestation Statement Date:_____________________

I,____________________understand that in order to gain entry into mandatory clinical sites I will be required to comply with drug screening tests per the policy and procedure of each agency. I understand that if my results are positive for any of the screened substances, the agency will provide the results of the test to the Chairperson of the Department of Nursing. I understand that if the test result is positive, I will be dismissed immediately from the nursing program.

Student’s Signature____________________  Student’s Printed Name____________________
7. Required Child Abuse Online Training

For students entering a clinical course and as a Registered Nurse, you are required to submit to the RN-BSN Program Director a copy of your current Child Abuse Online Training certificate.
D. Health Policies
1. **Student Health Policies and Guidelines**

Students admitted to the RN-BSN Program must adhere to the health policies established by Bloomsburg University, as well as, meet the requirements set forth by the contractual agreements with cooperating clinical agencies/institution. All nursing students must possess health insurance throughout the course of study at Bloomsburg University.

1. **Pre-entrance Health Examination**
   a. All students, upon notification of admission to Bloomsburg University as nursing majors, must complete the Health History and Immunization Record **submit these materials to the University Health Center in the year of their acceptance.**

2. **Annual Health Examinations**
   a. Students who will be enrolled in clinical nursing courses within the academic year, must complete an annual health examination and **submit their materials to the RN-BSN Program Director**
   
   This form includes the following:
   a. Complete physical exam
   b. Immunizations
      1. Tdap – one time dose with Td booster every 10 years
      2. MMR I & II
      3. Varicella (Two properly spaced doses of varicella vaccine, laboratory evidence of immunity, or reliable history of varicella.)
      4. Hepatitis B (Begun or have completed the hepatitis B vaccine series, 3 doses)
      5. Tuberculin Skin Test
   c. Verification of Health Insurance

Clinical agency requirements include an influenza vaccination with documentation or the option of wearing a mask for all patient contacts.

b. **Procedure:**
The Director distributes the Annual Health Examination form to all students who will be enrolled in clinical nursing courses within the academic year and places critical emphasis on the fact that the completed forms are to be returned to the RN-BSN Program Director on the designated date preceding the designated academic year. **If health forms are not completed by the designated date, clinical requirements policy is in effect.**

3. **Medical Clearance to Return to Class and Clinical**
Following hospitalization, surgery, or an illness of 3 or more days, all students who are **enrolled in clinical nursing courses within the academic year** must have medical clearance including any restrictions/limitations from their treating health care providers in order to return to clinical. Evidence of medical clearance must be submitted to the chairperson of the department prior to returning to class or clinical. 1986; Revised May 1996; Reviewed June 2002; Revised June 2018
Exposure to Blood Borne Pathogens – Student Nurses

Student nurses exposed to Blood Borne Pathogens:

- Complete first aid measures based on injury – send student to ED if warranted.
- Geisinger nursing staff –
  - Please fill out a “non-patient form”;
  - non-patient ID – student nurse exposure;
  - in generic form: event type: complication, drop down box pick “other”;
  - next “type of event” - pick complication of procedure, test or treatment.
  - Please include information about patient included in incident: Patient name and medical record number.
  - Even if involved with medication administration, please put it in this way. (According to Risk Management).
- Faculty responsible for student must be notified promptly
- Student is to be sent to the Emergency Department (ED) for treatment.
- Faculty will accompany student to ED as appropriate.
- Faculty will notify Terri Bickert via phone (leave message) or email of injury for tracking and follow up. (it is important to be notified in a timely)
  - Please include your name and contact information and the student’s name and contact information.
  - tbickert@geisinger.edu or 570-214-9216
  - cmuthler@geisinger.edu or 570-214-9867

Chain of Command/ Notification of incident or concern

During day: charge nurse; faculty; unit manager; phone or email T. Bickert or C. Muthler

Off Shift: charge nurse; faculty; nursing supervisor; email T. Bickert or C. Muthler

Updated August 27, 2012

Students are responsible for ED visit and other associated costs which may not be covered by insurance.
Nursing Manual

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<th>Section</th>
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<tbody>
<tr>
<td>10.01</td>
<td>10.0 Provision of Care, Treatment and Services</td>
<td>Bloodborne Pathogen Exposure Management for Student Nurses</td>
</tr>
</tbody>
</table>

This policy applies to:

- Geisinger Medical Center campus
- Geisinger Wyoming Valley Medical Center campus
- GMC Center for Aesthetics & Cosmetic Surgery
- GMC Outpatient Surgery-Woodbine
- GWVCM-Same Day Surgery@GWWB
- Community Practice Service Line
- Geisinger Community Health Services
- Marworth
- Geisinger Medical Laboratories
- SUN Home Health
- Geisinger Clinic
- Geisinger System Services
- Geisinger Gray's Woods Outpatient Surgery & Endoscopy Center
- Geisinger Health Plan
- Family Health Associates of Geisinger Lewistown Hospital
- Geisinger Medical Management Corporation
- Geisinger Gastroenterology and Endoscopy Center - Lewistown
- Geisinger Community Medical Center
- Mountain View Care Center
- Geisinger Bloomsburg Hospital
- Geisinger Bloomsburg Health Care Center

PURPOSE:

This Bloodborne Pathogen Policy establishes guidelines to provide for timely and efficient management of student nurse exposures to bloodborne pathogens (BBP) and to reduce the risk of acquired infection to HIV, HBV, HCV or other bloodborne pathogens.

PERSONS AFFECTED:

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POLICY:
This Bloodborne Pathogen Policy is to ensure all nursing students who are exposed to blood, blood products, body fluids or other potentially infectious materials shall report their exposure to their instructor and are immediately evaluated in the Emergency Department for treatment following the exposure.

DEFINITIONS:
- CDC - Center for Disease Control
- HBV - Hepatitis B Virus
- HIV - Human Immunodeficiency Virus
- Significant Exposure - defined as a percutaneous injury (e.g., a needle-stick or cut with a sharp object) or contact of mucous membranes or non-intact skin (e.g., exposed skin that is chapped, abraded, or afflicted with dermatitis) with blood, tissue, or other body fluids that are potentially infectious such as: semen, vaginal secretions, cerebrospinal fluid, synovial fluid, pleural fluid, pericardial fluid, and amniotic fluid.

RESPONSIBILITIES:
The Coordinator of Nursing Affiliations in collaboration with the Director of Nursing Education oversees this process. The defined student nurse is responsible to report BBP exposures and provide the essential details of the exposure. The student is also responsible for notifying their instructor promptly. Staff may assist with notification of the instructor when needed. The instructor should send/accompany the student to the ED. The charge nurse on the unit where the injury occurred is responsible to complete a Midas report. The ED provider who treats the student is responsible to follow the instructions in the "Yellow Folder Student Nurse Exposure Forms" packet, including treatment and investigation of the Bloodborne pathogen (BBP) exposure.

EQUIPMENT/SUPPLIES:
- "Yellow Student Nurse Exposure Forms" Packet for student and source patient instructions/forms

PROCEDURE:
EMERGENCY DEPARTMENT HEALTHCARE PROVIDER:
1. Completes first aid measures based on injury.
2. Reviews the following to determine if a significant exposure has occurred:
   a. the mechanism of injury
   b. the risk factors associated with the exposure including the source patient's risk factors for HIV and Hepatitis
   c. past immunizations of the injured student nurse including the need for a TETANUS (Tdap if applicable) vaccination
d. past immunity titers as appropriate particularly regarding Hepatitis B Vaccination
3. Arranges for baseline testing of defined student nurse as per the forms in the "Yellow Student Nurse Exposure Forms" Packet:
   a. Quick Summary Checklist for Providers
   b. Baseline Blood Work for Defined Student Nurse and Source Patient
   c. Consent for HIV Testing
d. Student Nurse Lab Exposure Requisition
e. See pamphlet "What You Need to Know About HIV/AIDS and Testing"
   f. Other forms as needed
4. Notifies the source patient's physician or designee to request testing of the source patient then contact nursing supervisor to assist with source patient testing when applicable
   a. Baseline Blood Work for Defined Student Nurse and Source Patient (Source patient's physician to complete)
b. Notification of Significant Exposure to Body Fluids
c. Consent for HIV Testing
d. Source Patient Request Lab Requisition
e. See Pamphlet "What You Need to Know About HIV/AIDS and Testing"

http://infoweb.geisinger.edu/se/util/display_mod.cfm?MODULE=/se-server/mod/modules/s... 8/4/2015
5. Assess the need for post-exposure prophylaxis for Hepatitis B or C and offer, if indicated, in accordance with the CDC guideline “Post-Exposure Prophylaxis for Hepatitis B or C” form (in Yellow Packet).
6. Assess the need for post-exposure prophylaxis and offer post-exposure prophylaxis if indicated in accordance with the CDC guideline “Post-Exposure Prophylaxis for HIV” form (in Yellow Packet).
   a. Defined Student Nurse to complete "Informed Consent/Declination for Antiviral Medication" form (in Yellow Packet).
   b. Additional tests should be ordered if treatment is elected as per "Baseline Bloodwork for Defined Personnel" form (in Yellow Packet).
   c. All student nurses started on post-exposure prophylaxis for HIV must be instructed to follow-up with the Infectious Disease physician within 24-72 hours after confirmatory HIV testing is completed. Additional follow-up will be determined at the time of the initial evaluation with Infectious Disease Physician.
7. Reviews reasons to request Infectious Diseases Consultation as listed on "When to Obtain an Infectious Disease (ID) Consult" form (in Yellow Packet).
8. Counsel and educate the defined student nurse who has sustained a significant bloodborne pathogen exposure regarding the risk of transmission of infection.
9. Counsels and educates the defined student nurse who needs to sign consent prior to HIV lab testing, as per PA Act 148. See "Consent for HIV Testing". See "What You Need to Know About HIV/AIDS and Testing" form (in Yellow Packet). NOTE: If laboratory testing on the source patient includes HIV, the defined student nurse must also be tested for HIV. If the defined student nurse refuses testing, but consents to have blood drawn, the lab will be notified and the blood will be stored for 90 days at the request of the defined student nurse. Source patient’s results will only be provided to the defined student nurse who has a negative HIV laboratory study.
10. Advises the defined student nurse to utilize, if applicable, appropriate barrier methods of contraception to prevent sexual transmission of HIV during the observation period.
11. Provide defined student nurse with "Exposed Student Nurse Instructions Sheet" form (in Yellow Packet).
12. Reviews the "Quick Summary Checklist for Healthcare Providers" form (in Yellow Packet) for completion.
13. The defined student nurse is to be instructed to follow-up with their Primary Care Physician (PCP) the next business day.

(Additional responsibilities for ED Healthcare Provider):
1. Will evaluate all defined student nurses in the Emergency Department (ED).
2. Will advise the defined student nurse to utilize, if applicable, appropriate barrier methods of contraception to prevent sexual transmission of HIV during the observation period.
3. Will provide laboratory results via phone, letters, or face to face as needed to the defined student nurse.
4. At the time of the initial medical evaluation is performed, the ED provider will:
   1. Review of evaluation performed
   2. Review of testing ordered and resulted
   3. Review of education and/or counseling given and review of work practices as appropriate
   4. Re-contact the defined student nurse within two weeks to determine outcome of the intervention.
   5. Review as applicable with the defined student nurse details of the incident and ways to prevent future occurrences

DEFINED STUDENT NURSE WILL:
1. Immediately cleanse the affected area as appropriate and notify instructor and charge nurse on the unit.
2. Defined student nurse immediately reports to the closest ED for evaluation and treatment.
3. Should be prepared to provide source patient information: name, medical record number, date of birth, physician and location of the patient to the provider, in addition to the details of the injury/exposure including if applicable, device with manufacturer, description and lot number along with ways to prevent future injuries.
4. After the initial evaluation in the ED, student nurse personnel will contact PCP on the next business day.
5. Must report all illnesses for the next six months, including symptoms such as fever, sore throat, rash and swollen glands directly to PCP.
6. Are advised to utilize, if applicable, appropriate barrier methods of contraception to prevent sexual transmission of HIV during the observation period.

[TOP]

ATTACHMENTS:
REFERENCES:


Document Information:

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<tr>
<th>Developed</th>
<th>Revised/Reviewed*</th>
<th>Policy Owner</th>
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<th>Date</th>
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<tr>
<td>04.330</td>
<td>4.0 Management of Human Resource</td>
<td>Drug and Alcohol Policy</td>
</tr>
</tbody>
</table>

This policy applies to:

- Geisinger Medical Center campus
- Geisinger Wyoming Valley Medical Center campus
- Geisinger Holy Spirit
- GMC Outpatient Surgery-Woodbine
- Geisinger Holy Spirit Medical Group
- Holy Spirit Corporation
- Community Practice Service Line
- Holy Spirit Ventures, Inc.
- Geisinger Community Health Services
- Geisinger Holy Spirit EMS
- Marworth
- Holy Spirit Health System
- Geisinger Medical Laboratories
- Geisinger Clinic
- Geisinger System Services
- Geisinger-Shamokin Area Community Skilled Nursing Facility, a service of Geisinger Medical Center
- GNJ Physicians Group
- Geisinger Gray's Woods Outpatient Surgery & Endoscopy Center
- Geisinger Commonwealth School of Medicine
- Geisinger Health Plan
- Geisinger Endoscopy - Montoursville
- Family Health Associates of Geisinger Lewistown Hospital
5. "Drug Paraphernalia" means all equipment, products and materials of any kind which are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repacking, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing a Drug into the human body, including, but not limited to all equipment prohibited or controlled by Commonwealth or federal controlled substance laws.

6. "Geisinger Health System" refers to the system of health care comprised of the separate legal corporate parent, Geisinger Health System Foundation, and all of its separate legal corporate entities.

7. "Geisinger Health System Authorized Party" means the individual(s) in each Geisinger Health System region authorized to order Drug and Alcohol testing in regards to employees and contractors who appear to be under the influence of Drugs and/or Alcohol.

8. "Geisinger Health System Contractor" means any individual or organization who contracts with Geisinger Health System. For purposes of this policy, the term Geisinger Health System Contractor shall include all agents, subcontractors and employees of the Geisinger Health System Contractor. The qualification for the applicability of this policy to a Geisinger Health System Contractor is that the Geisinger Health System Contractor is covered by this Policy only while (i) on Geisinger Health System Premises; or (ii) providing a clinical service for or on behalf of Geisinger Health System.

9. "Geisinger Health System Employee" means any individual who uses Geisinger Health System facilities or resources to perform work, including but not limited to salary and wage earners, students, fellows, residents, staff physicians, consultants, and compensated researchers.

10. "Geisinger Health System Premises" means all Geisinger Health System owned or leased real estate, including but not limited to the Geisinger Medical Center, Geisinger Clinic sites, Geisinger Health System Wyoming Valley Medical Center, Geisinger Holy Spirit, Geisinger Bloomsburg Hospital, Geisinger Lewistown Hospital, Geisinger Community Medical Center, Marworth, International Shared Services, Inc. corporate and business offices, and all Geisinger Health System owned or leased vehicles.

11. "Policy" means the Drug and Alcohol Policy.

12. "Possess" means to have on one's person or in one's personal effects or under one's control.

13. "Successful completion" of a drug-screening test means the test results of the Applicant Conditionally Offered Employment are negative (i.e. no presence of drugs without a confirmed prescription) and the test was taken within four (4) calendar days after the receipt of the conditional offer of employment.

14. "Under the influence" or "Impaired" means that an employee or contractor is affected by a Drug or Alcohol or the combination of a Drug and Alcohol. The symptoms of influence and/or impairment are not confined to those consistent with misbehavior, nor to obvious impairment or physical or mental ability which as slurred speech or difficulty in maintaining balance. A determination of use, influence and/or impairment can be established by a professional opinion, urine, blood or any other commonly used scientific valid tests, and in some cases by a lay person's opinion. A Geisinger Health System Employee OR CONTRACTOR WILL BE PRESUMED TO BE IMPAIRED AND IN VIOLATION OF THIS POLICY WHENEVER THE PRESENCE OF DRUGS OR ALCOHOL IN ANY AMOUNT WHATSOEVER IS DETECTED IN A SUBSTANCE ABUSE TEST ADMINISTERED UNDER THE TERMS OF THIS POLICY.

RESPONSIBILITIES:

SUMMARY OF FOR CAUSE DRUG AND ALCOHOL TESTING PROCEDURE FOR EMPLOYEES OR CONTRACTORS AND RESPONSIBILITY OF GEISINGER HEALTH SYSTEM PERSONNEL:

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Action</th>
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<tbody>
<tr>
<td>Geisinger Health System Employee</td>
<td>Observes Geisinger Health System Drug and Alcohol Policy. Performs assigned Geisinger Health System work free from the influence and/or impairment of Drugs and/or Alcohol. Reports to supervisor or his/her designee observations of any Geisinger Health System Employee/Contractor who...</td>
</tr>
</tbody>
</table>
POLICY:

The purpose of this Drug and Alcohol Policy is to outline Geisinger Health System standards and procedures for dealing with Alcohol and Drug use or abuse by employees, Applicants Conditionally Offered Employment and Contractors.

PURPOSE AND SCOPE:

1. Alcohol and Drug use or abuse may adversely affect the quality of the services provided, pose safety and health risks to Geisinger Health System Employees, patients, and others, have a negative impact on work efficiency and result in injury or loss of life, equipment and/or property.
2. In order to serve our patients, and provide a safe, healthful and efficient work environment, Geisinger Health System requires its employees to report for work fit to perform their jobs. Therefore, all prospective employees, clinical or non-clinical, clinical contracted staff, residents, volunteers, locum tenens and students applying to Geisinger Health System must successfully complete a pre-employment drug-screening test, per applicable Pennsylvania State law.
3. Geisinger Health System recognizes that it may contract independently with organizations or persons that may impact patient care. In order to serve our patients, and provide a safe, healthful and efficient work environment, Geisinger Health System requires its contractors and their agents, subcontractors and employees to be free from the influence or impairment of drugs and/or alcohol, per applicable Pennsylvania State law.
4. To this end, Geisinger Health System has established the following policies and procedures dealing with Alcohol and Drug use or abuse by employees, Applicants Conditionally Offered Employment and contractors.

PERSONS AFFECTED:

All employees, All regions, Contractors, Applicants Conditionally Offered Employment with Geisinger Health System.

DEFINITIONS:

1. "Alcohol" means beer, wine and all forms of distilled liquor containing ethyl alcohol. References to use or possession of alcohol include use or possession of any beverage, mixture or preparation containing ethyl alcohol.
2. "Applicant Conditionally Offered Employment" means someone who has applied for a position with a Geisinger entity and who has received a conditional offer of employment contingent upon, among other things, successful completion of a pre-employment negative drug test.
3. "Designated Laboratory" means an available laboratory operated by one of the separate legal entities of the Geisinger Health System Foundation, i.e. Geisinger Medical Center, Geisinger Wyoming Valley Medical Center, or if such utilization is not practicable, a laboratory that is certified and/or accredited to perform such testing.
4. "Drug" means any substance (other than Alcohol) that has known mind or function-altering effects on a human subject, specifically including psychoactive substances and including, but not limited to, substances prohibited or controlled by Commonwealth or federal controlled substance laws. Testing for a Drug may involve testing for a metabolite of a Drug.
Employees will be responsible for any out-of-pocket expenses for counseling, additional testing, and/or treatment required as a result of a positive drug/alcohol test.

Geisinger Health System Employees who violate this policy will be subject to discipline up to and including termination.

COMMERCIAL DRIVERS LICENSE (CDL) DRIVERS:

CDL Drivers shall comply with the following regulations, in addition to the standard Geisinger Health System Drug and Alcohol policies. Where the company policy is more restrictive than federal regulations, company policy shall prevail.

- Federal regulations require you to submit to drug and alcohol testing.
- "Safety-sensitive" means any of those functions set forth in 49CFR382 On- Duty time, para 1-7, including but not limited to: pre-trip inspections; the loading and supervising the loading of your vehicle; driving; or, ready to perform or immediately available to perform safety-sensitive operations as defined herein.
- "Refuse to submit" to a drug or alcohol test means that a driver fails to provide adequate breath for alcohol testing or fails to provide adequate urine for drug testing, or engages in conduct that clearly obstructs the testing process. Refusal to submit shall be considered a "positive" test result.
- You may be tested under DOT authority under the following circumstances: when chosen in random sampling (50% of drivers for drug testing, 10% of drivers for alcohol testing); pre-employment; reasonable suspicion; return-to-duty; follow-up (at least 6 tests in 12 months) and post-accident testing.
- The presence of alcohol shall be tested only by DOT-approved means in a private area. Drug tests shall be performed by urine collection pursuant to DOT regulation. Donors must remove coats and similar outer clothing. Purses may not be taken into the collection area. The donor may ask for a receipt. The donor must be afforded privacy when actually providing the specimen except under suspicious circumstances. Water must not be used when in the collection area. After providing the specimen and delivering it to the collector, the specimen must be in the donor's sight at all times until the donor-initialed tamper-proof evidence seals are placed on the specimen containers.
- Drivers shall not consume alcohol within 4 hours of reporting to work or performing any safety-sensitive operation. Drivers must not consume alcohol following an accident up to 8 hours after the incident or until the employee undergoes a post-accident test, whichever occurs first.
- Per Geisinger policy, drivers with a (BAC) greater than .02, or a positive test result for marijuana, cocaine, PCP, amphetamines, opiates, or methylenedioxyamphetamine (MDMA, aka Ecstacy) and are considered in violation of Company policy (or part 382 of DOT regulations), shall immediately cease all safety-sensitive operations. The employee shall not resume such operations until after having complied with all the requirements of a substance abuse specialist (SAP) including providing negative drug and alcohol return-to-duty test results.

Throughout this Policy the acronym "GHS" or the terms "System," "Geisinger" or "Geisinger Health System" shall refer to the entire Health Care System comprised of the Geisinger Health System Foundation (the "Foundation") as parent and all subsidiary corporate entities comprising the Health Care System.
his or her job duties safely and/or efficiently is required to report such Drug use to his/her supervisor before reporting to work under the influence of such substance.

2. Any supervisor who has been informed by a Geisinger Health System Employee, or has reason to believe that a Geisinger Health System Employee is using a prescribed legal or over-the-counter Drug that may affect the individual Geisinger Health System Employee’s ability to perform his or her job duties safely and/or efficiently shall report such information to the Geisinger Health System Authorized Party, who in turn shall consult with appropriate Geisinger Health System management, including legal counsel, the treating medical practitioner or a physician designated by Geisinger Health System.

3. In those circumstances where the use of a prescribed legal or over-the-counter Drug is inconsistent with the safe and efficient performance of duties, a Geisinger Health System Employee may be suspended or may be required to take medical leave, a leave of absence, or other action determined to be appropriate by Geisinger Health System management. Additionally the employee may be required to participate in an assessment to determine how the medication impacts performance of job duties. This assessment may include the employee’s medical practitioner’s review of the employee’s job description, provision of documentation of the need for work restriction considerations and/or that the employee not work until any restrictions are removed. In such circumstances the employee cannot be scheduled for further work until the medical practitioner provides clearance to return to work.

EMPLOYEE-AT-WILL:

Nothing in this policy is to be construed to create in any Geisinger Health System Employee any status other than as an employee-at-will.

GEISINGER HEALTH SYSTEM FOR CAUSE DRUG PROTOCOL GUIDELINE:

Each Geisinger Health System region shall have protocol for handling Drug and Alcohol incidents, which shall have the following general guidelines.

Establishes a mechanism for approval consistent with this Policy of the serving of Alcohol at Geisinger Health System sponsored functions held within or outside the Geisinger Health System Premises or where Alcohol is purchased with Geisinger Health System monies as contemplated in the Alcohol and Drug Possession and Use Prohibited: Exceptions (1941-56) Section of this Policy.

Geisinger Health System Employees having Drug and/or Alcohol use or abuse problems are encouraged to voluntarily seek assistance.

When a Geisinger Health System Employee has taken an Alcohol and/or Drug urine/blood test or has been advised that he/she may not continue his/her shift, the Geisinger Health System Employee will be asked to call friends or a family member to secure a ride home, and, as applicable, a place to wait for that ride.

Geisinger Health System management will make a reasonable effort to maintain confidentiality in the administrative handling of matters relating to Geisinger Health System Employee Drug and Alcohol testing.

Geisinger Health System will encourage the use of its Employee Assistance Program for Geisinger Health System Employees to obtain information on alcohol or substance abuse or if they are having problems with Drug and/or Alcohol use or abuse.

All such protocols or changes to established protocols shall be submitted by the Geisinger Health System region to the Geisinger Health System Operations Committee for approval prior to implementation to ensure system-wide coordination and consistency.

VIOLATIONS:
or use of a prescribed or over-the-counter Drug is not inconsistent with the
Geisinger Health System Employee’s ability to travel in a safe and efficient manner.

FOR CAUSE DRUG AND/OR ALCOHOL TESTING:

1. In order to assure compliance with Geisinger Health System’s prohibitions concerning Alcohol and Drug use and
as a condition of employment, Geisinger Health System Employees and Geisinger Health System Contractors are
required to cooperate in For Cause Drug and/or alcohol substance abuse testing procedures. Such tests may be
administered upon credible concern of under the influence or impairment, (this may include situations on a case
by case basis where HR is made aware of alleged drug/alcohol use and deems it as reasonable cause to test the
employee) or after serious on the job accidents which result in (i) injury to a patient, Geisinger Health System
Employee, or other person, or (ii) property damage in excess of Five Hundred Dollars ($500). Blanket testing of
groups of Geisinger Health System Employees may be administered upon credible concern of a drug diversion
attempt where circumstances suggest that the Geisinger Health System Employees to be tested had access to
mishandled or missing controlled substances.

2. Tests shall be accomplished through the use of a breathalyzer; analysis of urine and/or blood samples, or other
clinically acceptable methods as determined by Geisinger Health System. A negative result on a breathalyzer does
not require further testing. A positive result on a breathalyzer or salivary test must be confirmed by a blood alcohol
test.

3. Prior to the testing or the collection of the urine and blood samples, the Geisinger Health System employee shall
be notified in writing that the employee is being tested for the presence of Drugs and/or Alcohol. Where samples of
blood or urine are used, Geisinger Health System requires the samples to be identified by number to ensure
confidentiality.

4. If the test performed by the Designated Laboratory of the samples is positive for any Drug, Drug metabolite(s) or
Alcohol, the samples shall be tested a second time by other reliable methods.

5. Geisinger Health System, or the Medical Review Officer (MRO) will notify the Geisinger Health System Employee
of the results of any test that is positive for any substance included in the procedure. In the case of a positive
result, Geisinger Health System will provide the Geisinger Health System Employee with an opportunity to explain
the presence of the identified substance prior to taking any disciplinary action. Test results will not be maintained
in the Geisinger Health System Employee’s personnel records, but rather in a separate file as designated by the
individual Geisinger Health System entity.

DRUG TESTING FOR APPLICANTS CONDITIONALLY OFFERED EMPLOYMENT

In offering a position to a successful applicant, Human Resources will make the offer contingent upon successful
completion of a drug-screening test (no presence of Drugs without a valid prescribed prescription). If an Applicant
Conditionally Offered Employment does not successfully complete the drug-screening test within four calendar days, the
employment offer will be withdrawn. The individual may re-apply and may be considered for a subsequent position. If
conditionally offered the subsequent position, a drug-screening test must be successfully completed.

CONTRACTOR SUBSTANCE ABUSE TESTS:

The provisions of the Employee Substance Abuse Tests Section shall be applicable to Geisinger Health System
Contractors, provided, however, that the Geisinger Health System Department of Legal Services be consulted prior to
initiating testing and the employing agency in the event that the Geisinger Health System Contractor has their own policy
regarding Drug and/or Alcohol testing.

REPORTING REQUIREMENTS - USE OF PRESCRIPTION AND/OR OVER-THE-COUNTER DRUGS:

1. Any Geisinger Health System Employee who is using a prescribed legal or over-the-counter Drug and who has
been informed, has reason to believe or feels that the use of any such Drug may affect his or her ability to perform
2. Exceptions

A. Alcohol. The purchase of Alcohol with Geisinger Health System monies and the serving of alcohol at Geisinger Health System sponsored functions within or outside the Geisinger Health System Premises after normal business hours or the consumption of alcohol at a Geisinger Health System sponsored activity or social event held within or outside Geisinger Health System Premises after normal business hours is not prohibited by the Policy if:

1. specifically and expressly permitted by Geisinger Health System Executive Management for reasons such as recruitment or business meals, receptions or other similar business related events, and

2. the consumption of such alcohol is not inconsistent with the safe and efficient performance of the Geisinger Health System Employee’s duties.

B. Prescribed and Over-the-Counter Drugs. The use of prescribed or over-the-counter Drugs and/or Drug Paraphernalia, or possession incident to such use, is not prohibited by this Policy, if:

1. The Drug and/or Drug Paraphernalia has been legally obtained and is being used for the purpose for which it was prescribed or manufactured; and

2. The Drug is being used at the dosage prescribed or authorized; and

3. The use of the Drug and/or Drug Paraphernalia is not inconsistent with the safe and efficient performance of the Geisinger Health System Employee’s duties or the safe and efficient provision of services by a Geisinger Health System Contractor. (See the Reporting Requirements - Use of Prescription and/or Over-The-Counter Drugs Section below for information concerning a Geisinger Health System Employee’s obligation to report the use of prescription and over-the-counter Drugs).

C. Transportation of Alcohol. The transportation of Alcohol in an unopened untampered manufacturer’s container is not prohibited by this Policy if:

1. The Alcohol container is placed in the individual Geisinger Health System Employee’s or Geisinger Health System Contractor’s personal vehicle upon receipt, or if not upon receipt, as soon as possible; and

2. The Alcohol container is kept wrapped while on Geisinger Health System Premises.

3. Reasonable Judgment. Geisinger Health System Employees are expected to use their discretion and exercise reasonable judgment in the consumption of Alcohol or use of prescribed or over-the-counter Drugs while traveling or during normal business hours when representing Geisinger Health System off-site at meetings or conferences for continuing education purposes. While not strictly on Geisinger Health System business, Geisinger Health System employees do represent Geisinger Health System and, in some cases, their presentation and demeanor may be the only experience outside individuals and entities may have with Geisinger Health System. Therefore, Geisinger Health System Employees may rely on the exceptions contained in subsection 2. above while travelling to and from and during normal business hours when attending such meetings provided the qualifications stated in the exceptions are met and the consumption of Alcohol
EQUIPMENT/SUPPLIES:

N/A

PROCEDURE:

COVERAGE, CONSENT AND CONSEQUENCES:

1. All Geisinger Health System Employees and any Geisinger Health System Contractor who performs clinical services for or on behalf of Geisinger Health System or is otherwise on Geisinger Health System Premises shall be covered by this Policy and shall be deemed to have consented to testing as required by this Policy.

2. Any Geisinger Health System Employee who refuses to cooperate in the For Cause Drug and/or Alcohol testing process described in this Policy shall be subject to immediate termination of employment.

3. Any Geisinger Health System Employee who violates this Policy’s prohibition concerning Drug and/or Alcohol possession and/or use, in any manner whatsoever, shall be subject to disciplinary action, including termination for a first offense or any subsequent offense.

4. Any Geisinger Health System Contractor who refuses to cooperate in the Drug and/or Alcohol testing process described in this Policy or who violates this Policy’s prohibition concerning Drug and/or Alcohol possession and/or use, in any manner whatsoever, shall be subject to contract termination or suspension of services, and/or removal from Geisinger Health System Premises.

5. Offers of employment shall be withdrawn for an Applicant Conditionally Offered Employment who does not successfully complete a drug-screening test (no presence of Drugs without valid prescription). This applies to all offers of employment where the employment begins after December 31, 2002.

6. Employees should contact their supervisor or Human Resources department with any questions regarding this policy.

ALCOHOL AND DRUG POSSESSION AND USE PROHIBITED:

1. Prohibitions:

   1. No Geisinger Health System Employee may use, possess, transport, promote or sell Alcohol, or any Drug or Drug Paraphernalia while performing work for Geisinger Health System, while on Geisinger Health System Premises (which includes being in personal vehicles in Geisinger Health System parking lots), while representing Geisinger Health System on Geisinger Health System business off-site, or while operating their own personal vehicle while on Geisinger Health System business, unless specifically permitted under the Alcohol and Drug Possession and Use Prohibited: Exceptions (2)(A) Alcohol Section below.

   2. No Geisinger Health System Contractor may use, possess, transport, promote or sell Alcohol, any Drug or Drug Paraphernalia while performing clinical work for or on behalf of Geisinger Health System or while on Geisinger Health System Premises (which includes being in personal vehicles in Geisinger Health System parking lots).

   3. No Geisinger Health System Employee may report for work, or remain on duty while:

      1. under the influence of or impaired by Alcohol; and/or
      2. under the influence of or impaired by any Drug.

   4. No Geisinger Health System Contractor may provide clinical services to or on behalf of Geisinger Health System or be on Geisinger Health System Premises while:

      1. under the influence of or impaired by Alcohol; and/or
      2. under the influence of or impaired by any Drug.

   5. No Applicant Conditionally Offered Employment, who fails to successfully complete the drug-screening test will be employed.
Makes similar assessment with regard to a Geisinger Health System Contractor in question.

Communicates and guides appropriate course of action to Supervisor. Assists Supervisor per step 7 below, as appropriate. At all times ensures confidentiality regarding such Drug and Alcohol incidents. Documents incident.

With regard to Geisinger Health System Contractor, consults with Geisinger Health System Department of Legal Services and employing agency prior to initiating testing.

**Supervisor**

If the Geisinger Health System Authorized Party has a credible concern the Geisinger Health System Employee in question has reported to work or is working under the influence and/or impairment of Drugs and/or Alcohol, the Supervisor advises employee (i) to submit to an Alcohol and/or Drug urine/blood test, and (ii) that failure to so submit will result in termination of employment and (iii) that his/her shift is over and the shift balance will be unpaid pending the outcome of the investigation (exceptions to suspension pending investigation outcome require HR approval). Documents incident.

**Employee or Contractor**

As applicable (i) complies or (ii) refuses to comply with Alcohol and/or Drug urine/blood test.

**Supervisor**

Partners with HR to take appropriate employment action up to and including termination. Partners with HR and legal to ensure proper notification to is made to required state agencies for licensed professionals and regulatory agencies as appropriate.

**Geisinger Health System Management**

As applicable, takes appropriate action up to and including termination of the contract with Geisinger Health System Contractor.

### SUMMARY OF DRUG TESTING PROCESS FOR APPLICANTS CONDITIONALLY OFFERED EMPLOYMENT AND RESPONSIBILITY OF GEISINGER PERSONNEL:

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management/Human Resources</td>
<td>Makes any offer of conditional employment contingent upon satisfactory completion of a negative drug-screening test as set forth herein.</td>
</tr>
<tr>
<td>Applicant Conditionally Offered Employment</td>
<td>Complies with drug-screening process within four (4) days of receipt of conditional offer of employment.</td>
</tr>
<tr>
<td>Human Resources</td>
<td>If test is negative, informs applicant and confirms details of employment. If test is positive, withdraws conditional offer of employment on behalf of the Geisinger Health System and informs applicant of re-application policy.</td>
</tr>
</tbody>
</table>
**Geisinger Health System Contractor**

Reports to work or appears to be working while under the influence and/or impaired by Drugs and/or Alcohol.

**Supervisor**

Monitors Geisinger Health System Employee who reports to work or appears to be working under the influence and/or impairment of Drugs and/or Alcohol. Will observe and solicit second opinion from Witness while at all times ensuring and stressing confidentiality. For purposes of this section, "Witness" means a Geisinger Health System Employee of supervisory grade, or if not available, such other individual as the Geisinger Health System Authorized Party deems appropriate. Monitors Geisinger Health System Contractor's in the same manner.

**Witness**

Observes Geisinger Health System Employee in question and based upon facts and circumstances determines whether he/she has a credible concern that the employee has reported to work or is working under the influence and/or impairment of Drugs and/or Alcohol. Communicates determination to supervisor. At all times ensures confidentiality regarding such Drug and Alcohol Incidents. Documents incident. Observes Geisinger Health System Contractor in question in the same manner.

**Supervisor**

If Witness confirms concern as credible, that the Geisinger Health System Employee in question appears to have reported to work or is working under the influence and/or impairment of Drugs and/or Alcohol, solicits input from Geisinger Health System Authorized Party or his/her designee, while at all times ensuring and stressing confidentiality. Brings similar issues regarding Geisinger Health System Contractors to the attention of the Geisinger Health System Authorized Party or his/her designee in the same manner.

**Geisinger Health System Authorized Party**

Through direct observations of Geisinger Health System Employees in question and/or discussion with Supervisor of behavior of Geisinger Health System Employee in question, based upon facts and circumstances determines whether he/she has a credible concern that the Geisinger Health System Employee has reported to work or is working under the influence and/or impairment of Drugs and/or Alcohol.
E. Student Expenses
Required (R) and Optional (O)
1. **Uniforms and Clinical Supplies (R)**

   RN-BSN students in clinical nursing courses will be required to wear a lab coat and name pin to clinical. These items can be purchased through [www.LoneStarBadge.com](http://www.LoneStarBadge.com) website. Select your school as Bloomsburg University.

2. **Transportation (R)**

   Students assume all responsibility for their own travel to both inpatient and outpatient clinical agencies or institutions. Travel may range from one mile to approximately fifty miles or more depending upon the nature of the clinical experience and may be up to 600 miles per person over a semester.

3. **Graduation Pins (R)**

   The graduate of the baccalaureate nursing program at Bloomsburg University, upon successful program completion, is entitled to wear the school pin.

   **Procedure**

   a. An announcement is made in February regarding the date and time when the Josten Company Representative will be on campus to take orders for graduation pins.

   b. In late February - early March a meeting with a Josten’s representative will be arranged to purchase a standard graduation pin. Costs will be the responsibility of the graduates.

   **Note**: Students graduating in August or December must order their pins in the spring to be eligible for the discount. The pins are held in the Department of Nursing until graduation.

4. **Pinning Ceremony (R)**

   A pinning ceremony is held in May prior to graduation. This ceremony is planned and conducted by the Student Nurses Association (SNA) under the direction of the elected faculty advisors to SNA, the Chairperson, and Assistant Chairperson of the Department of Nursing.

5. **Composite Picture of Graduating Class (R)**

   The Student Nurses Association (SNA) coordinates the announcement, scheduling of appointments, etc. for photographs to be used in the composite class picture which is framed and hung in the Department of Nursing. These composites have become a tradition in the Department of Nursing at Bloomsburg University. It is expected that all students will participate in the composite picture for the department. Approximate costs can be obtained from SNA.
## 6. Estimate of Student Expenses

An estimate of the expenses unique to the nursing program are listed below. Please keep in mind that costs change constantly and these figures are estimated.

### Clinical and Class Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Initial Pre-entrance Comprehensive Health Examination</strong></td>
<td></td>
</tr>
<tr>
<td>(includes lab tests, immunizations)</td>
<td>$ 250.00</td>
</tr>
<tr>
<td><strong>Annual Health Exam</strong></td>
<td>$ 100.00</td>
</tr>
<tr>
<td><strong>Liability/Malpractice Insurance</strong></td>
<td>$ 100.00</td>
</tr>
<tr>
<td><strong>CPR certification</strong> (annually)</td>
<td>$ 110.00</td>
</tr>
<tr>
<td><strong>Textbooks</strong> per academic year</td>
<td>$ 700.00-$900.00</td>
</tr>
<tr>
<td><strong>Student Nurses Association (SNA) annual dues (optional)</strong></td>
<td>$ 6.00</td>
</tr>
<tr>
<td><strong>Criminal Background, Child Abuse Clearances, FBI Fingerprinting</strong></td>
<td>$ 75.00</td>
</tr>
</tbody>
</table>

### Uniforms and Supplies

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Lab Coat (one required)</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>2. Name pin</td>
<td>$ 10.00</td>
</tr>
</tbody>
</table>

### Senior Year Expenses (For explanations, see "Graduation Requirements and Guidelines" of this Handbook)

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Graduate pin (Subject to price of gold)</td>
<td>$25.00-100.00</td>
</tr>
<tr>
<td>2. Composite photograph/etc.</td>
<td>$ 25.00</td>
</tr>
<tr>
<td>3. Graduate cap and gown (from BU Store)</td>
<td>$ 25.00</td>
</tr>
</tbody>
</table>
F. Graduation Requirements
Graduation Requirements

Students in the RN-BSN program must meet the graduation requirements of the university and the Department of Nursing. The university's graduation policy and fees are outlined on the University’s website. Graduation requirements specific to the nursing program are set forth by the nursing faculty. Explanations follow.

A. Exit Interview and Resume

In accord with criteria established by the Pennsylvania State Board of Nursing (SBON) and national accreditation agencies, students play an active role in evaluation processes across their program of study. In addition to the ongoing student feedback provided through course evaluations, graduates are required to participate in an exit interview to evaluate the attainment of program outcomes and submit a final resume.
G. Membership: Organizations and Departmental Committees
1. **Student Nurses Association (SNA)**

The purpose of the Student Nurses Association (SNA) is to facilitate the involvement of students in the professional responsibilities of nursing. This goal is accomplished by providing unity through planned social, educational, and service activities coordinated between the classes; enhancing communication between students, faculty, and administration; promoting the nursing profession; and enhancing personal and professional growth. All enrolled, full-time baccalaureate nursing student are members of SNA. However, only through active involvement in the association can the stated purpose be achieved.

It is through SNA that you can become involved in the faculty department committees such as curriculum; student admission, progression and retention; faculty search; and educational resources committees. This involvement is an excellent way to ensure that the department and students are working toward the same goals. The association also has social functions such as banquets and picnics. The faculty are welcome to attend so it is an excellent way to get to know them outside the classroom.

SNA meets monthly. On the third floor of MHSC outside the SLL, the SNA has a bulletin board with information as to events, meeting times, and current affairs. The SNA mailbox is located in the Department of Nursing Office, Room 3109, MHSC.

2. **Student Membership on Departmental Committees**

The faculty of the Department of Nursing recognize the value of student input and involvement in evaluation of the nursing program as a consumer of the services rendered. Therefore, students have the opportunity to contribute to the nursing program through membership on the following departmental committees:

- Curriculum Committee
- Faculty Search Committee (for the purpose of interviewing prospective faculty only)
- Educational Resources Committee
- Student Admission, Progression and Retention Committee (for policy matters only)

Students are selected by the Student Nurses Association to serve on these committees. If you are interested in serving, contact an officer of SNA and indicate your area of interest. Such activities assist you to grow professionally and help you to develop leadership abilities.

1986/Reviewed June 2011
H. Honors, Scholarships and Awards
1. PROFESSIONAL HONORARY ORGANIZATIONS

a. BLOOMSBURG UNIVERSITY THETA ZETA CHAPTER OF SIGMA THETA TAU

The Nursing Department at Bloomsburg University has a chapter of the International Honor Society of Nursing, Theta Zeta chapter of Sigma Theta Tau.

Criteria for Membership in Sigma Theta Tau

Registered Nurse Students must:

- have completed 12 credit hours at their current school.
- have completed half of the nursing curriculum.
- achieve academic excellence
  - For universities/institutions of higher education that use a 4.0 grade point average system to measure academic achievement, baccalaureate students must have a cumulative grade point average (GPA) of at least 3.0. GPAs should be computed according to the policies of the university.
- rank in the top 35% of the graduating class.
- meet the expectation of academic integrity.

2. SCHOLARSHIPS AND AWARDS

a. SUSAN B. FETTERMAN NURSING SCHOLARSHIP

This scholarship is awarded to a nursing student demonstrating financial need as determined by the University. Preference is given to non-traditional students.

b. OTHER AWARDS

From time to time, other awards, information from health agencies, community service agencies, etc. are received in the Department of Nursing. This information is posted on the bulletin boards outside the Simulated Learning Laboratory in McCormick and on BOLT.

Increasingly, hospitals are granting scholarships and loans to students in BSN programs. Students who are interested in such tuition assistance should contact their local hospitals to inquire individually.

For additional information concerning availability of financial aid contact the University Financial Aid Office at 389-4279.
c. **SCHOLARSHIP AND FINANCIAL AID INFORMATION FOR UNDERGRADUATE NURSING STUDENTS**

**AACN Resources**

- **After College/AACN Scholarship Fund** is available to support students who are seeking baccalaureate, master’s, or doctoral degrees in nursing:
  
  http://go.aftercollege.com/events/AACN/2006/index.cfm

- **The Peterson’s Guide to Nursing Programs** provides information on specific nursing schools and the Web site maintains a link to financial aid help:
  
  https://www.petersons.com/~link.aspx?_id=28BD8DFED8C3453F8996E4795D2CCD42&_z=z

**Resources for Undergraduate Nursing Students**

- **Active Duty Health Professions Loan Repayment Program** provides up to $50,000 to repay qualified educational loans in exchange for active duty service in the U.S. Army.
  
  http://www.goarmy.com/amedd/nurse/corps_benefits.jsp

- **ExceptionalNurse.com** awards $500 scholarships to a qualified students with a disability
  
  http://www.exceptionalnurse.com/scholarship.php

- **The National Black Nurses Association (NBNA)** offers a variety of scholarships, including the Student Nurse of the Year award to an NBNA member in pursuit of a baccalaureate or other advanced nursing degree
  
  http://www.nbna.org

- **The Nurse Loan Repayment and Scholarship Program** administered by The Division of Nursing at HRSA, is available for registered nurses. Participants must serve at a health facility in an underserved area to receive loan repayments
  
  https://bhw.hrsa.gov/loansscholarships

- **The Oncology Nursing Society Foundation** awards academic scholarships specifically for students pursuing bachelor’s degrees
  
  http://www.ons.org

**General Resources**

- **The College Board** provides an up-to-date scholarship search, as well as advice on how to apply for a scholarship and spot a scholarship scam
  
  http://www.collegeboard.com/pay/scholarships_and_aid
- **FastWeb** is an online scholarship search
  http://www.fastweb.com/

- **FedMoney.org** is an online guide to all U.S. federal government financial aid programs

- **Johnson & Johnson’s Discover Nursing Web Site** has an extensive nursing scholarships search feature

- **MinorityNurse.com** maintains a listing of scholarship and fellowship money for students pursuing undergraduate or graduate work in nursing
  www.minoritynurse.com/scholarships

- **Sigma Theta Tau International** offers a list of scholarships available through organizations and specific nursing schools:
  www.nursingsociety.org

- **U.S. Department of Education** is a potential source of financial aid.

For a complete listing of scholarship and financial aid opportunities, AACN’s Financial Aid Resource found online at [http://www.aacn.nche.edu](http://www.aacn.nche.edu).
Revised June 2017; July 2018
SECTION V

TIPS FOR SUCCESS AND PROGRAM ASSIGNMENTS
TIPS FOR SUCCESS

a. Scheduling Classes and Registration

Students enroll by scheduling classes, paying fees, and registering prior to the beginning of the next semester or summer session. The scheduling of classes is usually completed during the prior semester. The dates for scheduling and advisement are announced by the registrar. To schedule, students review the class schedule on the Registrar’s home page, meet with their advisors, and enter their schedule directly into the schedule program.

- Students must register by the first day of each semester or summer session according to the instructions for registration issued by the registrar. Special provisions for registrations are available for non-degree students and part-time degree students. Students who do not register will have their class schedules dropped at the end of the first day of registration.

- Students with unpaid fees, overdue library materials, and other obligations due the university will be denied scheduling and registration privileges.

- Students with disabilities should contact their advisor to make special arrangements for scheduling of classes and registration.

- Students are encouraged to follow the appropriate course planning sheets for assistance in program and course completion.

b. Computer Course Scheduling

Students can register courses from any computer on and off campus. A student login is required to enter the system.

c. Reserved Class Seating

Classes with reserved seats for nursing majors are scheduled either through the Department of Nursing and/or related Departments.

d. Transfer Credit Procedure

Students are required to complete a "Prior to Transfer of Credits Approval Form" with their academic advisor. Please see the section in this Handbook for Evaluation of Transfer Credits.

e. Summer and Winter Session

Undergraduate and graduate courses are offered during the summer and winter sessions on campus and online. Students may schedule as many semester hours in a session as the number of weeks in that sessions. An overload requires the approval of the appropriate college dean.
Global and Multicultural Education

Global education is central to the mission of Bloomsburg University, which states the university “prepares students for personal and professional success in an increasingly complex global environment.”

Multicultural and global competencies, including foreign language acquisition, have gained enormous value in an increasingly interconnected world. Study abroad fosters the development of culturally perceptive citizens who engage effectively with local and global communities. BU's Office of Global and Multicultural Education helps all students take advantage of the opportunity to live and explore a new and different culture in a safe and affordable manner.

For additional information, contact your academic advisor or the Office of Global and Multicultural Education is located in Student Services Center.

Classroom/Clinical Assignments

a. Scholarly Papers and/or Writing Assignments

Writing across the nursing curriculum is emphasized. Each nursing course has either a formal scholarly paper or writing assignment.

Students may request a second reading of their scholarly paper if they receive a grade of D or below. The request must be made within one week of receiving the grade. The student must first meet with the professor grading the paper to discuss areas of the paper in question. The student is expected to provide supportive rationale/documentation for this discussion. If after meeting with the grading professor the issue has not been resolved, the student may request a second reading of the paper by another faculty member of the professor’s choice. In order to have a second reading the student must submit written rationale, with supporting references, to the second reader within one week of the meeting with the grading professor. Faculty retains the academic right as to whether or not a grade change is necessary even after a second read.

Approved May 1995/Revised Fac. Assembly May 2006

b. Oral Presentations

As a major program outcome, communication is evaluated by several means. Oral presentations are expected throughout this program. Specific course requirements are given at the beginning of each semester.

Social Media Statement
Supported by the Code of Conduct and Department Code of Professional Conduct
Purpose: To educate students on the impact and implications of social media use on their current and future career as a professional nurse.
Use of social media including but not limited to Facebook, Twitter, Instagram, group texts, Google Docs and the internet, in general, is very clearly an opportunity to communicate with family and
friends in your personal life. However, as part of Bloomsburg University, the Department of Nursing and in preparing for a professional, licensed role of a registered nurse it is necessary to be mindful of what you share publicly. The need to be respectful regarding the department, university, affiliated clinical sites and potential future employers is required.

As a student seeking licensure, the nursing student is held to a higher standard as a professional healthcare provider who will protect and care for the public. Just as nursing students are held to the standards of the Health Information Portability and Accountability Act (HIPAA), so too, the laws of illegal substance, underage drinking and public defamation* apply to the nursing student. This is not intended, in any way, to punish the nursing student but rather prepare students for the professional role that they will assume upon graduation. Should any healthcare organization conduct a review of any candidate they seek to employ and find unfavorable postings in social media, the student may compromise his/her potential employment directly following graduation or in the distant future. Nurses, as well as nursing students, should understand that patients, colleagues, organizations and employers may view postings: recent or from the past. Therefore, as recommended by the American Nurse Association (ANA): do not make disparaging remarks in any social media format, about patients, employers or co-workers, even if they are not specifically identified.

Therefore, as a student of the nursing department at Bloomsburg University, inappropriate use of social media may result in disciplinary action and/or dismissal from the program or university. Internet communication allows for embellishment and magnification to “go viral” and personal intentions become irrelevant. Therefore, it is necessary for education in this area and the prevention of said activity.

*Defamation is defined as an act of communication that causes someone to be shamed, ridiculed, held in contempt or lowered in the estimation of the community: it refers to the damage done to a person’s reputation. (Glasgow, Dreher and Oxholm, 2012).

Resources:

- Yoder v. University of Louisville, No. 32009cv00205 (W.D. Ky. 2009)
- Byrnes V. University Johnson County Community College, (D. Kan. 2010)
- McGuire, Tom, Director, Media Relations, Bloomsburg University; personal communication, October 2018 and February 2019.
EVALUATION OF ORAL PRESENTATIONS

PRESENTER

________________________________________________________________________

TOPIC ________________________________________ DATE: _______________

Your audience will look for these points. Check the points you observed.

In your planning and organization…
I. Planning
   A. Comfort of physical environment
      __________
   B. Meet requested deadlines
      ______

II. Introduction
   A. Introduce yourself
      _____
   B. State purpose
      _____
   C. Reveal point of presentation
      _____
   D. Preview presentation organization
      _____

III. Discussion
   A. Use of focusing event
      _____
   B. Use of formative evaluation
      _____
   C. Inclusion of pros and cons surrounding topic
      _____
   D. Discuss implications for the profession of nursing
      _____

IV. Conclusion
   A. Summarize main points
      _____
   B. Look to the future
      _____

Summary comment on planning and organization: _____________________________________
______________________________________________________________________________
______________________________________________________________________________
In your delivery (5 = tops, 4 = good, 3 = average, 2 = fair, 1 = needs work)

1. Appearance
2. Eye contact
3. Posture
4. Voice
5. Gesture
6. Pace/Timing
7. Use of notes
8. Use of varied strategies
9. Talk coordination
10. Command of topic
11. Audience participation
12. Response to questions/comments
13. Overall effect

Summary comment of delivery: ______________________________________________________
______________________________________________________________________________
______________________________________________________________________________

General comments: _____________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Revised 6/2017
SECTION VI
RN-BSN-MSN PROGRAM

A. Requirements

B. AGPCNP Program Planning/Sequence Sheets

C. Community Health Nurse Program Planning/Sequence Sheets

D. Family Nurse Practitioner Program Planning/Sequence Sheets

E. Nursing Administration Program Planning/Sequence Sheets
RN-BSN-MSN ADMISSION REQUIREMENTS

All applicants will apply to the RN-BSN program with provisional admission to the MSN Program of their choice. Once the required undergraduate credits, the application process below, and acceptance into the MSN program of their choice is completed the student can then begin the graduate work towards their specialty.

The following application materials should be submitted directly to the Office of Admissions upon application to the RN-BSN program.

1. Proof of an Associate Degree in Nursing from an accredited college (via transcript).

2. Any other official secondary school transcripts and/or official college transcript from each school attended, regardless of whether credit was earned at the other institution(s).

3. A license to practice professional nursing in the state of Pennsylvania.

4. An application to the RN-BSN Program.

The following criteria will be submitted and evaluated after completion of ALL BSN coursework and prior to starting Graduate coursework:

1. A minimum of one year of direct care clinical practice within the past two years in the selected clinical specialty area (for the adult nurse practitioner option, the direct care experience must be in adult heath).

2. An undergraduate quality point average (GPA) of 3.0 or higher on a 4.0 scale upon completion of the BSN from Bloomsburg University.

3. Three current letters of professional and/or academic recommendation.

4. A resume which includes description of professional nursing or clinical experience.

5. A narrative describing personal and professional goals for graduate education (rationale and goals for the selected area of advanced practice must be included).

6. Interview following submission and screening of admission materials with program director for the NP option(s) with members of the graduate council.

7. Applications are due August 1 or January 1 for the NP options and are on a rolling basis for the Nursing Administration and Community Health Nurse Options. The nurse Anesthesia program is not an option in the RN-BSN-MSN program.

November 2018; May 2019 updated.
COURSE PLANNING FOR RN-BSN-MSN PROGRAM – AGPCNP

STUDENT: ___________________________  FT/PT  (circle)
ADVISOR: UNDERGRAD ________________ GRADUATE __________________________
START DATE: _______________

Block Credit (which includes 36 credits for RN) = 63
Block Credits may vary from 61-81 based on the Affiliation Agreement with P2P Programs.
Students must have one GEP in Goals 2, 4, 9, and 10 plus additional GEPs for a total of 10.

I. Required Nursing Courses at the Undergraduate Level: (17 Credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>GEPs</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 305 Role Development for the Professional Nurse</td>
<td>1 (Goal 2)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NURSING 306 Introduction to Nursing Research</td>
<td>0</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NURSING 451 Transcultural Health</td>
<td>3 (Goal 2, 4)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NURSING 310 Family Nursing</td>
<td>1 (Goal 4)</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>NURSING 100 Personal Health</td>
<td>3 (Goal 9, 10)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>NURSING 230 Drug Use &amp; Abuse in Society</td>
<td>3 (Goal 2, 10)</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

II. Required Undergraduate Clinical Sequence: (9 Credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>GEPs</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 410 Public Health Nursing</td>
<td>4 (Goal 4, 10)</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>NURSING 414 Leadership &amp; Management</td>
<td>0</td>
<td>4</td>
<td></td>
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</tbody>
</table>

III. Required Courses to meet Undergraduate Requirement: (18 Credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>GEPs</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTSTUDY 204 Introduction to College Research Writing</td>
<td>3 (Goal 1, 2)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>MATH 141 Statistics REQUIRED as a Pre-Requisite</td>
<td>3 (Goal 3)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>POLISCI 181 Contemporary Issues in World Politics</td>
<td>3 (Goal 1, 2, 10)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PHIL 290 Medical Ethics</td>
<td>3 (Goal 4)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>SPECED 101 Introduction to Exceptionalities</td>
<td>3 (Goal 4, 10)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>COMMSTUD 313 Conflict Management</td>
<td>0</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Bloomsburg University assumes the A.D. degree graduate has fulfilled thirty (30) General Education Points (GEP’s) reflective of MyCore, Bloomsburg University’s General Education program. Students will fulfill their remaining ten (10) GEP’s earned through the required courses in the Bloomsburg University Undergraduate Nursing program. These points will be earned by the prescribed courses that have been identified and delivered in the program to meet the graduation requirements for the BSN major.
IV. Electives Undergraduate: (0-6 credits – will depend on transfer credits transferred in)  
_________________________________________  ______  ______
_________________________________________  ______  ______

V. Block Credits for RN: (36 Credits)  
GRADUATE COMPONENT  

VI. Required Adult-Gero Nurse Practitioner Core Courses: (24 credits)  
* NURSING 501 Theoretical Bases for Role Development in Advanced Nursing Practice (3 crs.)  
________________________  
NURSING 502 Epidemiology: Concepts for Advanced Nursing Practice (3 crs.)  
________________________  
*NURSING 503 Bases of Research for Advanced Nursing Practice (3 crs.)  
________________________  
NURSING 504 Pathophysiology Across the Lifespan for the Advanced Practice Nurse (3 crs.)  
________________________  
NURSING 507 Pharmacology Across the Lifespan for the Advanced Practice Nurse (3 crs.)  
________________________  
NURSING 508 Lifespan Health Assessment and Promotion for Advanced Nursing Practice (6 crs.) (60 clinical hours)  
________________________  
*NURSING 520 Community Assessment and Planning (3 crs.)  
________________________  

VII. Required Adult-Gero Nurse Practitioner Clinical Sequence (21 Credits):  
NURSING 515 Diagnosis and Management of Adult and Aged I (6 crs.) (200 clinical hours)  
________________________  
NURSING 529 Comprehensive Assessment of the Older Adult (3 crs.) (60 clinical hours)  
________________________  
NURSING 516 Diagnosis and Management of Adult and Aged II (6 crs.) (200 clinical hours)  
________________________  
NURSING 534 Adult-Gerontology Primary Care Practicum and Seminar (6 crs.) (200 clinical hours)  
________________________  

TOTAL GRADUATE CREDITS = 45  
TOTAL CREDITS FROM UNDERGRADUATE = 44  
BLOCK UNDERGRAD CREDITS FROM AD PROGRAM = 63 (minimum)  
TOTAL CREDITS = 152 credits  

NEC Fall 2018: REV SP2019
### RN-BSN-MSN PROGRAM – AGPCNP
#### 4 – Year Sequence of Study

<table>
<thead>
<tr>
<th>FALL</th>
<th>WINTER</th>
<th>SPRING</th>
<th>SUMMER</th>
</tr>
</thead>
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<tr>
<td><strong>Yr 1</strong></td>
<td><strong>Yr 2</strong></td>
<td><strong>START OF GRAD COURSES</strong></td>
<td><strong>TOTAL</strong></td>
</tr>
<tr>
<td>NURSING 305</td>
<td>MATH 141</td>
<td>NURSING 306</td>
<td>NURSING 451</td>
</tr>
<tr>
<td>Role Development</td>
<td>Statistics</td>
<td>Nursing Research</td>
<td>Transcultural Health</td>
</tr>
<tr>
<td>3 cr</td>
<td>3 cr</td>
<td>3 cr</td>
<td>3 cr</td>
</tr>
<tr>
<td>INTSTUDY 204</td>
<td>TOTAL 3 cr</td>
<td>NURSING 230</td>
<td>Family Nursing</td>
</tr>
<tr>
<td>Introduction to College Research Writing</td>
<td></td>
<td>Drug Use &amp; Abuse in Society</td>
<td>2 cr</td>
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<tr>
<td>3 cr</td>
<td></td>
<td>3 cr</td>
<td></td>
</tr>
<tr>
<td>PHIL 290</td>
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<td>NURSING 410</td>
<td>SPECED 101</td>
</tr>
<tr>
<td>Medical Ethics</td>
<td></td>
<td>Public Health Nursing</td>
<td>Introduction to Exceptionalities</td>
</tr>
<tr>
<td>3 cr</td>
<td></td>
<td>5 cr</td>
<td>3 cr</td>
</tr>
<tr>
<td>TOTAL 9 cr</td>
<td></td>
<td>TOTAL 11 cr</td>
<td>TOTAL 8 cr</td>
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<tr>
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</tr>
<tr>
<td>COMMSTUD 313</td>
<td>NURSING 100</td>
<td>START OF GRAD COURSES</td>
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</tr>
<tr>
<td>Conflict Management</td>
<td>Personal Health</td>
<td>NURSING 501</td>
<td>NURSING 502</td>
</tr>
<tr>
<td>3 cr</td>
<td>3 cr</td>
<td>Theoretical Bases for Role Development in</td>
<td>Epidemiology: Concepts for Advanced</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Advanced Nursing Practice</td>
<td>Nursing Practice</td>
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<tr>
<td></td>
<td></td>
<td>Nursing Practice</td>
<td>3 cr</td>
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<tr>
<td></td>
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<td>3 cr</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>START OF GRAD COURSES</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>NURSING 503</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bases of Research for Advanced</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Nursing Practice</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 cr</td>
<td></td>
</tr>
<tr>
<td></td>
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<td>START OF GRAD COURSES</td>
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<tr>
<td></td>
<td></td>
<td>NURSING 502</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Epidemiology: Concepts for Advanced Nursing</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Practice</td>
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</tr>
<tr>
<td></td>
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<td>Title</td>
<td>Credits</td>
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<td>----------------------------------------------------------------------</td>
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</tr>
<tr>
<td>Yr3</td>
<td>NURSING 504</td>
<td>Pathophysiology Across the Lifespan for the APN</td>
<td>3 cr</td>
</tr>
<tr>
<td>Yr3</td>
<td>NURSING 508</td>
<td>Lifespan Health Assessment and Promotion for Advanced Nursing Practice</td>
<td>6 cr</td>
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<tr>
<td></td>
<td>TOTAL</td>
<td></td>
<td>9 cr</td>
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<tr>
<td>Yr4</td>
<td>NURSING 516</td>
<td>Diagnosis &amp; Management of Adult and Aged II (200 clinical hours)</td>
<td>6 cr</td>
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<tr>
<td></td>
<td>TOTAL</td>
<td></td>
<td>6 cr</td>
</tr>
<tr>
<td></td>
<td>NURSING 520</td>
<td>Community Assessment and Planning</td>
<td>3 cr</td>
</tr>
<tr>
<td></td>
<td>NURSING 529</td>
<td>Comprehensive Assessment of the Older Adult (60 clinical hours)</td>
<td>3 cr</td>
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<tr>
<td>NEC</td>
<td>Fall 2018:</td>
<td>REV SP2019</td>
<td></td>
</tr>
</tbody>
</table>
COURSE PLANNING FOR RN-BSN-MSN PROGRAM – CHN- Public Health

STUDENT: ___________________________  FT/PT (circle)  
ADVISOR: UNDERGRAD ____________________  GRADUATE __________________________ 
START DATE: _______________  

Block Credit (which includes 36 credits for RN) = 63  
Block Credits may vary from 61-81 based on the Affiliation Agreement with P2P Programs.  
Students must have one GEP in Goals 2, 4, 9, and 10 plus additional GEPs for a total of 10.

I. Required Nursing Courses at the Undergraduate Level: (16 Credits) GEPs

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 305 Role Development for the Professional Nurse</td>
<td>1 (Goal 2)</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 306 Introduction to Nursing Research</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 310 Family Nursing</td>
<td>1 (Goal 4)</td>
<td>2</td>
</tr>
<tr>
<td>NURSING 100 Personal Health</td>
<td>3 (Goal 9, 10)</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 230 Drug Use &amp; Abuse in Society</td>
<td>3 (Goal 2, 10)</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 314 Nursing Care of Older Adults</td>
<td>0</td>
<td>2</td>
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</table>

II. Required Clinical Sequence: (9 Credits)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Taken</th>
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</thead>
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<tr>
<td>NURSING 410 Public Health Nursing</td>
<td>4 (Goal 4, 10)</td>
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<tr>
<td>NURSING 414 Leadership &amp; Management</td>
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III. Required Courses to meet Undergraduate Requirement: (24 Credits)

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<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTSTUDY 204 Introduction to College Research Writing</td>
<td>3 (Goal 1, 2)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 141 Statistics REQUIRED as a Pre-Requisite</td>
<td>3 (Goal 3)</td>
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</tr>
<tr>
<td>POLISCI 181 Contemporary Issues in World Politics</td>
<td>3 (Goal 1, 2, 10)</td>
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<tr>
<td>PHIL 290 Medical Ethics</td>
<td>3 (Goal 4)</td>
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<tr>
<td>SPECED 101 Introduction to Exceptionalities</td>
<td>3 (Goal 4, 10)</td>
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</tr>
<tr>
<td>MGMT 244 Principles of Management</td>
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</tr>
<tr>
<td>COMMSTUD 313 Conflict Management</td>
<td>0</td>
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</tbody>
</table>
ECON 150 Introduction to Health Care Economics

IV. Electives Undergraduate: (0-6 credits) – will depend on transfer credits transferred in)

V. Block Credits for RN: (36 Credits)

VI. Required Core Courses: (12 credits)
   *NURSING 501 Theoretical Bases for Role Development in Advanced Nursing Practice (3 crs.)

   NURSING 502 Epidemiology: Concepts for Advanced Nursing Practice (3) (crs.)

   *NURSING 503 Bases of Research for Advanced Nursing Practice (3 crs.)

   *NURSING 520 Community Assessment and Planning (3 crs.)

VII. Clinical Support Courses: (6 Credits)

   NURSING 551 Transcultural Health Issues (3 crs.)

   NURSING 522 Family Health Nursing Theory (3 crs.)

VIII. Core Business Courses: (6 Credits)

   MGMT 515 Principled Leadership, Ethics, & Professional Develop (3 crs.)

   MGMT 567 Managing People in Organizations (3 crs.)

IX. Required Clinical Sequence: (12 Credits)

   NURSING 511 Population in Public Health Nursing Practice & Role Development (6 crs.)

   NURSING 531 Health Promotion & Prevention with Populations & Aggregates (6 crs.)

   TOTAL GRADUATE CREDITS = 36
   TOTAL CREDITS FROM UNDERGRADUATE = 51
   BLOCK UNDERGRAD CREDITS FROM AD PROGRAM =  63
   TOTAL CREDITS = 150
<table>
<thead>
<tr>
<th>FALL</th>
<th>WINTER</th>
<th>SPRING</th>
<th>SUMMER</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yr 1</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>NURSING 305 Role Development</td>
<td>MATH 141 Statistics 3 cr</td>
<td>NURSING 230 Drug Use &amp; Abuse in Society 3 cr</td>
<td>POLISCI 181 Contemporary Issues in World Politics 3 cr</td>
</tr>
<tr>
<td>INTSTUDY 204 Introduction to College Research Writing 3 cr</td>
<td>Elective 3 cr</td>
<td>NURSING 306 Nursing Research 3 cr</td>
<td>NURSING 310 Family Nursing 2 cr</td>
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<tr>
<td>PHIL 290 Medical Ethics 3 cr</td>
<td>NURSING 306 Nursing Research 3 cr</td>
<td>NURSING 410 Public Health Nursing 5 cr</td>
<td>NURSING 314 Nursing Care of Older Adults 2 cr</td>
</tr>
<tr>
<td>TOTAL 9 cr</td>
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<tr>
<td><strong>Yr 2</strong></td>
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<tr>
<td>COMMSTUD 313 Conflict Management 3 cr</td>
<td>NURSING 100 Personal Health 3 cr</td>
<td>ECON 150 Introduction to Health Care Economics 3 cr SPECED 101 Introduction to Exceptionalities 3 cr</td>
<td>START OF GRAD COURSES</td>
</tr>
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<td>MGM 244 Principles of Management 3 cr</td>
<td>TOTAL 3 cr</td>
<td>Elective 3 cr</td>
<td>NURSING 551 Transcultural Health Issues 3 cr</td>
</tr>
<tr>
<td>NURSING 414 Leadership &amp; Manage 4 cr</td>
<td>TOTAL 3 cr</td>
<td>TOTAL 9 cr</td>
<td>TOTAL 3 cr</td>
</tr>
<tr>
<td>TOTAL 10 cr</td>
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</tr>
<tr>
<td>Yr3</td>
<td>*NURSING 501 Theoretical Bases for Role Development in APN</td>
<td>*NURSING 503 Bases of Research for Advanced Nursing Practice</td>
<td></td>
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<tr>
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<tr>
<td></td>
<td>*NURSING 520 Community Assessment and Planning</td>
<td>NURSING 522 Family Health Nursing Theory</td>
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<td>3 cr</td>
<td>3 cr</td>
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<td>TOTAL</td>
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<table>
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<tr>
<th>Yr4</th>
<th>NURSING 511 Population in PHN</th>
<th>NURSING 531 Health Promo &amp; Prevention</th>
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<tbody>
<tr>
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<td>6 cr</td>
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<tr>
<td></td>
<td>MGMT 515 Principled Leadership, Ethics, &amp; Professional Develop</td>
<td>MGMT 567 Managing People in Organizations</td>
</tr>
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<td></td>
<td>3 cr</td>
<td>3 cr</td>
</tr>
<tr>
<td>TOTAL</td>
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<td>TOTAL 9 cr</td>
</tr>
</tbody>
</table>

NEC Fall 2018; REV SP2019
COURSE PLANNING FOR RN-BSN-MSN PROGRAM – FNP

STUDENT: ___________________________  FT/PT (circle one)

ADVISOR: UNDERGRAD ____________________ GRADUATE __________________________

START DATE: __________________

Block Credit (which includes 36 credits for RN) = 63

Block Credits may vary from 61-81 based on the Affiliation Agreement with P2P Programs.
Students must have one GEP in Goals 2, 4, 9, and 10 plus additional GEPs for a total of 10.

I. **Required Nursing Courses at the Undergraduate Level: (15 Credits) GEPs**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 305 Role Development for the Professional Nurse</td>
<td>1 (Goal 2)</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 306 Introduction to Nursing Research</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 451 Transcultural Health</td>
<td>3 (Goal 2, 4)</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 100 Personal Health</td>
<td>3 (Goal 9, 10)</td>
<td>3</td>
</tr>
<tr>
<td>NURSING 230 Drug Use &amp; Abuse in Society</td>
<td>3 (Goal 2, 10)</td>
<td>3</td>
</tr>
</tbody>
</table>

II. **Required Clinical Sequence: (9 Credits)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 410 Public Health Nursing</td>
<td>4 (Goal 4, 10)</td>
<td>5</td>
</tr>
<tr>
<td>NURSING 414 Leadership &amp; Management</td>
<td>0</td>
<td>4</td>
</tr>
</tbody>
</table>

III. **Required Courses to meet Undergraduate Requirement: (15 Credits)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTSTUDY 204 Introduction to College Research Writing</td>
<td>3 (Goal 1, 2)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 141 Statistics <strong>REQUIRED as a Pre-Requisite</strong></td>
<td>3 (Goal 3)</td>
<td>3</td>
</tr>
<tr>
<td>POLISCI 181 Contemporary Issues in World Politics</td>
<td>3 (Goal 1, 2, 10)</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 290 Medical Ethics</td>
<td>3 (Goal 4)</td>
<td>3</td>
</tr>
<tr>
<td>SPECED 101 Introduction to Exceptionalities</td>
<td>3 (Goal 4, 10)</td>
<td>3</td>
</tr>
</tbody>
</table>

Bloomsburg University assumes the A.D. degree graduate has fulfilled thirty (30) General Education Points (GEP’s) reflective of MyCore, Bloomsburg University’s General Education program. Students will fulfill their remaining ten (10) GEP’s earned through the required courses in the Bloomsburg University Undergraduate Nursing program. These points will be earned by the prescribed courses that have been identified and delivered in the program to meet the graduation requirements for the BSN major.
IV. **Block Credits for RN: (36 Credits)**

**GRADUATE COMPOMENT**

V. **Required Family Nurse Practitioner Core Courses: (27 credits)**

* NURSING 501 Theoretical Bases for Role Development in Advanced Nursing Practice (3 crs.)

NURSING 502 Epidemiology: Concepts for Advanced Nursing Practice (3 crs.)

* NURSING 503 Bases of Research for Advanced Nursing Practice (3 crs.)

NURSING 504 Pathophysiology Across the Lifespan for the Advanced Practice Nurse (3 crs.)

NURSING 507 Pharmacology Across the Lifespan for the Advanced Practice Nurse (3 crs.)

NURSING 508 Lifespan Health Assessment and Promotion for Advanced Nursing Practice (6 crs.) (60 clinical hours)

* NURSING 520 Community Assessment and Planning (3 crs.)

NURSING 522 Family Theory Across the Lifespan (3 crs.)

VI. **Required Family Nurse Practitioner Clinical Sequence: (27 Credits)**

NURSING 515 Diagnosis and Management of Adult and Aged I (6 crs.) (200 clinical hours)

NURSING 529 Comprehensive Assessment of the Older Adult (3 crs.) (60 clinical hours)

NURSING 516 Diagnosis and Management of Adult and Aged II (6 crs.) (200 clinical hours)

NURSING 517 Diagnosis and Management of Children & Preg. Women (6 crs.) (200 clinical hours)

NURSING 541 Family Practicum and Seminar (6 crs.) (200 clinical hours)

**TOTAL GRADUATE CREDITS = 54**

**TOTAL CREDITS FROM UNDERGRADUATE = 39**

**BLOCK UNDERGRAD CREDITS FROM AD PROGRAM = 63** (minimum)

**TOTAL CREDITS = 156**

NEC Fall 2018; REV SP2019
# RN-BSN-MSN Program – FNP

## 4-Year Sequence of Study

<table>
<thead>
<tr>
<th>FALL</th>
<th>WINTER</th>
<th>SPRING</th>
<th>SUMMER</th>
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</thead>
<tbody>
<tr>
<td><strong>Yr 1</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURSING 305 Role Development 3 cr</td>
<td>MATH 141 Statistics 3 cr</td>
<td>NURSING 306 Nursing Research 3 cr</td>
<td>NURSING 451 Transcultural Health 3 cr</td>
</tr>
<tr>
<td>INTSTUDY 204 Introduction to College Research Writing 3 cr</td>
<td></td>
<td>NURSING 230 Drug Use &amp; Abuse in Society 3 cr</td>
<td>SPECED 101 Introduction to Exceptionalities 3 cr</td>
</tr>
<tr>
<td>PHIL 290 Medical Ethics 3 cr</td>
<td>TOTAL 3 cr</td>
<td>NURSING 410 Public Health Nursing 5 cr</td>
<td>TOTAL 6 cr</td>
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<tr>
<td>TOTAL 9 cr</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>START OF GRAD COURSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>*NURSING 501 Theoretical Bases for Role Development in Advanced Nursing Practice 3 crs</td>
</tr>
<tr>
<td>*NURSING 503 Bases of Research for Advanced Nursing Practice 3 crs</td>
</tr>
<tr>
<td>TOTAL 6 cr</td>
</tr>
</tbody>
</table>

| **Yr 2** | | | |
| POLISCI 181 Contemporary Issues in World Politics 3 cr | NURSING 100 Personal Health 3 cr | START OF GRAD COURSES |
| NURSING 414 Leadership & Man 4 cr | | |
| TOTAL 7 cr | | NURSING 502 Epidemiology: Concepts for Advanced Nursing Practice 3 cr |

| TOTAL 3 cr | | TOTAL 3 cr |

135
<table>
<thead>
<tr>
<th>Year</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Yr3</td>
<td>NURSING 504</td>
<td>Pathophysiology Across the Lifespan for the APN</td>
<td>3 cr</td>
</tr>
<tr>
<td></td>
<td></td>
<td>NURSING 508 Lifespan Health Assessment and Promotion for Advanced Nursing Practice (60 clinical hours)</td>
<td>6 cr</td>
</tr>
<tr>
<td></td>
<td></td>
<td>TOTAL</td>
<td>9 cr</td>
</tr>
<tr>
<td>Yr4</td>
<td>NURSING 516</td>
<td>Diagnosis and Management of Adult and Aged II (200 clinical hours)</td>
<td>6 cr</td>
</tr>
<tr>
<td></td>
<td></td>
<td>NURSING 517 Diagnosis and Management of Children &amp; Preg. Women (200 clinical hours)</td>
<td>6 cr</td>
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<tr>
<td></td>
<td></td>
<td>NURSING 522 Family Theory Across the Lifespan</td>
<td>3 cr</td>
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<tr>
<td></td>
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<td>TOTAL</td>
<td>9 cr</td>
</tr>
<tr>
<td>Yr5</td>
<td>NURSING 541</td>
<td>Family Practicum and Seminar (200 clinical hours)</td>
<td>6 cr</td>
</tr>
</tbody>
</table>

NEC Fall 2018; REV SP2019
Undergraduate Block Credit (which includes 36 credits for RN) = 63
Undergraduate Block Credits may vary from 61-81 based on the Affiliation Agreement with P2P Programs.
Students must have one GEP in Goals 2, 4, 9, and 10 plus additional GEPs for a total of 10.

I. **Required Nursing Courses at the Undergraduate Level:** (19 Credits) GEPs  
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
</table>
   | NURSING 305 Role Development for the Professional Nurse | 1 (Goal 2(1)) | 3  
   | NURSING 306 Introduction to Nursing Research         | 0       | 3  
   | NURSING 451 Transcultural Health                     | 3 (Goal 2(1), 4(2)) | 3  
   | NURSING 310 Family Nursing                           | 1 (Goal 4(1)) | 2  
   | NURSING 100 Personal Health                          | 3 (Goal 9(2), 10(1)) | 3  
   | NURSING 230 Drug Use & Abuse in Society              | 3 (Goal 2(1), 10(2)) | 3  
   | NURSING 314 Nursing Care of Older Adults             | 0       | 2  

II. **Required Clinical Sequence:** (9 Credits)  
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
</table>
   | NURSING 410 Public Health Nursing                    | 4 (Goal 4, 10) | 5  
   | NURSING 414 Leadership & Management                  | 0       | 4  

III. **Required Courses to meet Undergraduate Requirement:** (18 Credits)  
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Taken</th>
</tr>
</thead>
</table>
   | INTSTUDY 204 Introduction to College Research Writing | 3 (Goal 1(1), 2(2)) | 3  
   | MATH 141 Statistics REQUIRED as a Pre-Requisite      | 3 (Goal 3(3)) | 3  
   | POLISCI 181 Contemporary Issues in World Politics    | 3 (Goal 1(1), 2(1), 10(1)) | 3  
   | PHIL 290 Medical Ethics                              | 3 (Goal 4(3)) | 3  
   | MGMT 244 Principles of Management                    | 0       | 3  
   | COMMSTUD 313 Conflict Management                     | 0       | 3  

IV. Electives Undergraduate: (0 credits needed)

Bloomsburg University assumes the A.D. degree graduate has fulfilled thirty (30) General Education Points (GEP’s) reflective of MyCore, Bloomsburg University’s General Education program. Students will fulfill their remaining ten (10) GEP’s earned through the required courses in the Bloomsburg University Undergraduate Nursing program. These points will be earned by the prescribed courses that have been identified and delivered in the program to meet the graduation requirements for the BSN major.

V. Block Credits for RN: (36 Credits)

VI. Required Nursing Core Courses: (12 credits)

*NURSING 501 Theoretical Bases for Role Development in Advanced Nursing Practice (3 crs.)

NURSING 502 Epidemiology: Concepts for Advanced Nursing Practice (3 crs)

*NURSING 503 Bases of Research for Advanced Nursing Practice (3 crs.)

*NURSING 520 Community Assessment and Planning (3 crs.)

*Graduate courses which can be taken to satisfy the 120 credits required to be granted the BSN once all undergraduate courses completed.

VII. Required Nursing Administration Clinical Sequence: (12 Credits)

NURSING 513 Management & Organizational Behavior in Nursing Administration (6 crs.)

NURSING 533 Management & Organizational Behavior in Health Care Delivery Systems (6 crs.)

VIII. Required Business Courses (18 Credits)

MGMT 560 Operations & Supply Chain Management (3 crs.)

ACCT 511 Financial & Managerial Accounting (3 crs.).

MGMT 582 Human Resource Skills for Managers (3 crs.)

MGMT 580 Managerial Decision Making (3 crs.)

ITM 590 Strategic Information & Technology Management (3 crs.)

MKTG 551 Marketing Management (3 crs.)

TOTAL GRADUATE CREDITS = 42 credits
TOTAL CREDITS FROM UNDERGRADUATE = 46 credits
BLOCK UNDERGRAD CREDITS FROM AD PROGRAM/RN = 63 credits (minimum)
TOTAL CREDITS = 151 credits
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<tr>
<th></th>
<th>FALL</th>
<th>WINTER</th>
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<tbody>
<tr>
<td>Yr 1</td>
<td>NURSING 305 Role Development</td>
<td>MATH 141 Statistics 3 cr</td>
<td>NURSING 306 Nursing Research 3 cr</td>
<td>NURSING 451 Transcultural Health 3 cr</td>
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<tr>
<td></td>
<td>INTSTUDY 204 Introduction to</td>
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<td>NURSING 230 Drug Use &amp; Abuse in Society 3 cr</td>
<td>NURSING 310 Family Nursing 2 cr</td>
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<tr>
<td></td>
<td>College Research Writing 3 cr</td>
<td>MGMT 244 Principles of Management 3 cr</td>
<td>NURSING 410 Public Health Nursing 5 cr</td>
<td>NURSING 314 Nursing Care of Older Adults 2 cr</td>
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<td>PHIL 290 Medical Ethics 3 cr</td>
<td>TOTAL 9 cr</td>
<td>TOTAL 11 cr</td>
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<td>Yr 2</td>
<td>COMMSTUD 313 Conflict</td>
<td>NURSING 100 Personal Health 3 cr</td>
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<td>POLISCI 181 Contemporary</td>
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<td>NURSING 414 Leadership &amp;</td>
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<td>Manage 4 cr</td>
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<td>Credits</td>
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<tr>
<td>Yr3</td>
<td>MGMT 580 Human Resource Skills for Managers</td>
<td>3 cr</td>
<td>Yr3</td>
<td>MGMT 560 Operations &amp; Supply Chain Management</td>
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<tr>
<td></td>
<td>MKTG 551 Marketing Management</td>
<td>3 cr</td>
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<td>ITM 590 Strategic Information &amp; Technology Management</td>
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<td></td>
<td>ACCT 511 Financial &amp; Managerial Accounting</td>
<td>3 cr</td>
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<td>TOTAL</td>
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<tr>
<td></td>
<td>TOTAL</td>
<td>9 cr</td>
<td></td>
<td>TOTAL</td>
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<tr>
<td>Yr4</td>
<td>NURSING 513 Management &amp; Organizational Behavior in Nursing Admin</td>
<td>6 cr</td>
<td>Yr4</td>
<td>NURSING 533 Management &amp; Organizational Behavior in Health Care Delivery Systems</td>
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<td></td>
<td>NURSING 520 Community Assessment and Planning</td>
<td>3 cr</td>
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NEC Fall 2018; REV SP2019