



DEPARTMENT OF NURSING

Nursing Student Handbook 2023-2024

Department of Nursing

Welcome to the Department of Nursing at Mount Aloysius College! We are pleased that you have chosen to pursue your nursing degree with us. This handbook has been created to facilitate your success along your educational journey.

Nursing Program Student Policies and Procedures delineate what is necessary for nursing students to proceed through their program smoothly. Should unforeseen questions arise, an advisor is available to assist in locating the necessary information to answer your question(s).

Nursing students are responsible for all information provided in the Nursing Student Handbook. Each policy and procedure is reviewed, and revised as needed and at least every two years (biennially) by the Nursing Faculty Organization. Changes in policies and procedures may occur more often as a result of changes in the PA State Board of Nursing Statutes and Rules or the nursing accrediting body's criteria for accreditation. Therefore, students are held to the policies and procedures in the most current handbook.

Students should become familiar with the handbook contents and use it as a reference during enrollment in their respective nursing program. The Nursing Student Handbook is designed to be used in conjunction with the *Mount Aloysius College Catalog* and the *Mount Aloysius College Student Handbook*. **Note, where a policy of the Department of Nursing is more restrictive, students are held to the more restrictive policy.**

We look forward to working with you throughout your educational pursuits here at the Mount and extend our hopes that this will be a rewarding and meaningful experience.

Nursing Faculty Organization

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MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
DEPARTMENT OF NURSING VISION STATEMENT AND PHILOSOPHY**

Vision Statement

The Department of Nursing at Mount Aloysius College strives to educate nurses who are prepared to practice in an ever-changing complex health care environment. The foundation of Mercy values and the professional values of altruism, autonomy, human dignity, integrity, and social justice are integrated into the educational experience to meet the needs of diverse patient populations. Students are prepared to utilize knowledge, behavior, and skill sets gained from course work and experiences in general education and nursing. As a result, students are able to employ evidence-based practice, leadership, communication, and informatics skills to deliver holistic and quality care across the health continuum.

Philosophy

The nursing faculty adheres to the Mount Aloysius College mission and philosophy. The principles of caring and growing in the Judeo-Christian heritage are incorporated and inherent within the nursing curriculum.

The Department of Nursing at Mount Aloysius College believes in the value of all human beings. Each human being is respected and valued, regardless of creed, race, nationality, or age. Human beings have the right to make choices that affect their lives and are the source of control in decision-making. The dignity of each person requires attention to particular needs. Through collaboration, support, and guidance, human beings are better able to adapt and accomplish their goals. The Department of Nursing reflects the belief of the Sisters of Mercy that human persons rely on one another for life and well-being. Although unique, each human being shares the need for self-fulfillment and accomplishment of life goals with others, including the family, community, and population, which comprises society as a whole.

Society is an assemblage of human beings sharing a common and reciprocal relationship. Society embodies the values of its members. The well-being of each individual requires attention to the common good. Society has a responsibility for maximizing the health and well-being of its members within the environment.

Human beings exist in a complex internal and external environment consisting of constantly changing factors that influence their health and well-being along the life continuum. The environmental circumstances that affect one's being include the interaction of political, economic, sociocultural, and legal forces. While human beings often must adapt to their environment, the environment may also be modified through collaborative approaches.

Health encompasses physical, psychosocial, cultural, and spiritual well-being reflecting a sense of wholeness and integrity. Health allows individuals, families, communities, and populations to experience life to the fullest. Health represents a dynamic, complex state of being that supports one's ability to make progress and accomplish life goals. Health is characterized by patterns of interaction that are flexible, adaptive, nourishing, integrative, and wholesome. The perception of health is highly individualized and influences one's level of wellness. Wellness reflects changes along the life continuum where health can be promoted, maintained, or regained and is a right of all human beings.

Nursing is a human interactive process that is characterized by caring, diversity, excellence, integrity, ethics, holism, and relationship-centered care. Nursing requires a broad range of scientific knowledge to design, deliver, coordinate, and manage the care of clients, including individuals, families, groups, communities, and populations.

Nurses are scholars who practice with scientific competence, intellectual maturity, and humanistic concern for others and are accountable for their own practices. Nurses must be prepared to provide leadership within their practice and for the nursing profession. Nurses are integral members of inter-professional teams who engage in collaborative practice and provide compassionate and coordinated care based on respect for the preferences, values, and needs of the client.

Nurses are committed to learning. Learning is a lifelong developmental process, demonstrated by changes in behavior, attitudes, and/or patterns of thinking. Activation of the learning process is self-initiated and a joint responsibility of both the educator and learner working mutually toward commonly identified goals.

The Department of Nursing at Mount Aloysius College strongly supports the mission of the College as well as the Sisters of Mercy in its strong conviction to develop values, attitudes, and competencies in our nursing graduates. Nursing education is a process by which nurse educators facilitate student-centered learning through the domains of cognitive, psychomotor, and affective learning, which results in exemplary nurses, competent to provide client-centered care. Nursing education is multidimensional with caring, integrity, and excellence at the core of the curriculum.

These three concepts are expressed through interactions among the nursing faculty, between the faculty and nursing students, among nursing students, and between nursing students and clients. The nursing faculty also understands that teaching, learning, and the educational environment are constantly changing.

Faculty provides an educational environment conducive to integration of concepts from the disciplines of nursing science, humanities, religious studies, and natural sciences into the practice of nursing in a variety of ways. Various teaching strategies and types of clinical experiences and evaluation methods are based on research and best practice for promoting effective educational practice.

Reviewed: 5/11; 5/13; 5/14; 8/16

Revised: 5/09; 8/14; 10/19

MOUNT ALOYSIUS COLLEGE *** DEPARTMENT OF NURSING CONCEPTUAL FRAMEWORK

The curricula in the Associate of Science in Nursing (ASN) and Bachelor of Science in Nursing (BSN) programs (Traditional BSN and RN- BSN tracks) supports nursing practice substantiated with evidence that synthesizes nursing science and knowledge from other disciplines in the provision of safe, quality care to promote the health and welfare of patients, families, communities, and populations.

The ASN program curriculum is structured to provide the student with the knowledge, skills, and attitudes vital in promoting quality and safety while providing patient and family-centered care. General education and pre-requisite courses assist the student to develop oral and written communication skills and expand knowledge of the natural and social sciences. The foundation for service, service learning, and cultural competence in the Mercy tradition is evident through the exploration of the humanities and religious studies. General education courses in Information and Communication Technology support the integration of informatics in the nursing curriculum. Building on the ASN, general educational concepts in the RN-BSN track are threaded throughout the curriculum and expand knowledge, theory, and inter-professional communication and collaboration concepts. Nursing knowledge is broadened and extended in the areas of client assessment, pathophysiology of disease processes, theory and research, community and population health, organizational behavior, and leadership incorporating knowledge from the other fields and professions, adapting and applying this knowledge as appropriate to professional practice. The academic setting provides a forum for contemplating physical, psychological, social, cultural, behavioral, ethical, and spiritual problems within and across disciplines. Students learn to translate and integrate knowledge from a liberal arts education base into the practice of nursing.

The Traditional BSN track follows a traditional structure whereby students engage in a general education curriculum to gain foundational knowledge, behaviors, and skills in the areas of communication, critical thinking, ethical reasoning, global learning, information literacy, and quantitative literacy. The general education curriculum is extended by the professional nursing curriculum where knowledge, behaviors, and skills vital to providing patient-family centered care and promoting quality and safety across the life continuum and practice settings are gained. The foundation for service, service learning, and cultural competence in the Mercy tradition is evident across the entire Traditional BSN track.

The NLN Core Values, ANA Standards of Practice, and QSEN Competencies form the framework for holistic practice in the ASN program. In addition to the ANA Scope and Standards of Practice and QSEN Competencies, the BSN programs include the AACN BSN Essentials in the framework for holistic practice (NLN, 2018; ANA, 2015; Kelly, Vottero, & Christie-McAuliffe, 2018; AACN, 2018).

Patient-Centered Care

A **patient-centered care** approach supports optimal health outcomes by involving patients and those close to them in decisions about their care. Patient-centeredness supports the respectful, efficient, safe, and well- coordinated transition of the patient through all levels of care. It incorporates and reflects the uniqueness of an individual patient's background, personal preferences, culture, values, traditions, and family. Although the patient is the center of control, the need for self-fulfillment and accomplishment of goals includes the incorporation of the family, community, and population. For this reason, an extension of patient-centered care includes mutually beneficial partnerships among health care providers, patients, families, communities, and populations. Therefore, **Patient Family Centered Care** becomes the focus to ensure coordination and collaboration of care with dignity and a respect

for the patient's values and needs. Providing **Patient-Family Centered Care** reflects a nurse's values and attitudes, arises from a deep **liberal arts education** and nursing knowledge base, and requires skills to practice. Consistent demonstration of the core values when working with others is essential to achieve optimal health and wellness outcomes in patients, families, communities, and populations by applying the principles of **caring, holistic care, diversity, integrity, and ethical/legal standards** (see defining terminology for further discussion of these principles). **Professionalism** assumes accountability for behaviors that are consistent with the profession. Inherent in accountability is the responsibility for civility, and in order to demonstrate professionalism, civility must be present.

Providing Patient-Family Centered Care is applicable **across the lifespan** and **Wellness-Illness Continuum** and should be practiced in all health care settings. The **Wellness/ Illness Continuum** is defined as the range of one's total health. This continuum is constantly changing in relation to the patient's physical, mental, and social well-being. Wellness and illness are at opposite ends of the continuum with a multitude of ranges in between. Health and illness are separate but coexisting and interacting. Wellness is a dynamic state of optimal stability that is altered as clients adjust to environmental stimuli. Illness represents a state in which health is diminished or impaired due to the patient's inability to adjust to environmental stimuli.

Nursing and the **care delivery system** provide services in which patients are recipients of care in the categories of health **promotion, health maintenance and health restoration**. In the Associate of Science in Nursing Curriculum, the concepts of health promotion, health maintenance, and health restoration are taught with a particular emphasis on the individual and the influence that the family, community and population has on the well-being of the individual during fluctuations on the health-illness continuum. In the BSN programs, the student has an increasing role and responsibility for **interdisciplinary** planning of care and health care decision-making related to health promotion, health maintenance, and health restoration. The development of nurse-patient partnerships becomes the link between the healthcare system and the patient, family, communities or populations. In order to make effective decisions when providing patient-family centered care, students must acquire knowledge through nursing and science to develop clinical reasoning skills. **Clinical reasoning** is the ability to reason as a clinical situation changes, considering the context and concerns of the patient and family (Benner, 2010). Clinical reasoning includes the essential skill of critical reflection. **Critical reflection** is an active thinking back upon one's experience for the purpose of improving practice.

Making effective **clinical judgements** require the use of clinical reasoning and utilizes a systematic process of gathering relevant data regarding the patient situation, organizing and interpreting clinical cues, defining the health problem, recognizing desired outcomes, evaluating the effectiveness of the outcomes, and reflecting on the process and new learning. The **nursing process** is utilized as the method to ensure that clinical reasoning is validated. The educational process must embed Patient-Family Centered Care practices, cultural competence, and effective communication at the core of the nursing process.

Teamwork and Collaboration

Teamwork and collaboration are essential in the practice of nursing. Communication and collaboration among healthcare professionals are critical to delivering high quality and safe patient-family centered care (AACN, 2008). In the ASN program, students must demonstrate effective communication, teamwork, and collaborative practice to ensure coordination of care and decision-making. In the BSN programs, inter- professional communication and collaboration encompasses the establishment of collegial relationships, which recognizes shared goals, clear role expectations of members, a flexible decision-making process, open communication patterns, and leadership.

Evidence-Based Practice and Quality Improvement

Another facet of the framework includes the value that **evidence-based practice** brings to the profession of nursing. Using evidence to evaluate processes and outcomes is the goal of **continuous quality improvement**. In the ASN program, students utilize evidence-based implementation strategies to facilitate improvement. Improvements associated with quality measures and care practices are monitored to ensure optimal patient outcomes. In the BSN programs, students translate current evidence into practice through the identification of practice issues, appraisal, and integration of evidence. Students are considered evolving scholars who contribute to the development of the science of nursing practice by identifying questions in need of study and critiquing published research and evidence to propose solutions to clinical practice problems. The BSN student utilizes evidence to support quality improvement concepts and processes, assists with the development of quality improvement action plans, and monitors outcomes.

Safety

Safety is a fundamental quality of patient care and is a key concept integrated through all areas of the curriculum and requires teaching of all QSEN competencies in both the ASN and BSN programs. Safety has been redefined to place an emphasis on system effectiveness and to minimize the risk of harm to patients and providers. New graduates need to understand and value the importance of a system wide safety culture to advocate upon reporting, to learn from diverse events, and to report hazardous and adverse events.

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Informatics

In order to facilitate communication and collaboration while supporting quality and safety to improve patient outcomes, informatics concepts are integrated throughout both programs. In the ASN program, the emphasis is placed on the concepts of computer fluency, information/health literacy, and communication/information technologies. Students are able to access vast quantities of information and best practices strategies for implementation into patient care. In the BSN programs, students use information management systems to gather evidence to guide practice, improve patient outcomes, and support health literacy. Nursing informatics facilitates the integration of data, information, and knowledge to support patients, nurses, and other providers in their decision making in all roles and settings. This support is accomplished through the use of information structures, information processes, and information technologies.

Nursing Education

To promote effective student learning, nursing faculty must engage in evidence-based teaching and create an environment conducive to learning. Teaching strategies are grounded in educational theory, specifically Knowles' Adult Learning Theory and Kolb's Experiential Theory, and are appropriate for achieving desired student learning outcomes. Teaching strategies respect learner diversity and provide opportunities by which students can develop clinical reasoning and clinical judgement skills. Learning environments engage the student through innovative teaching strategies and collaborative efforts between faculty and students. Central to learning is student empowerment where students are given the freedom to think reflectively, grow professionally, and engage in clinical reasoning. Faculty create cultures of learning that support student-centered education which enhances the learning process. The curricula in the ASN and BSN programs reflect current health care trends and issues and are designed to promote an ever-changing health care system and technological advances. The curricula provide learning experiences that support evidence-based practice, inter-professional approaches to care, and achievement of clinical competencies. The curricula ensure opportunities to provide culturally sensitive care through service learning activities.

Service learning requires a commitment to learn from each other with the initiatives aimed at advancing the health of individuals, families, communities, and populations.

ASN Graduates are prepared to assume the roles of care provider and coordinator, patient advocate, teacher, communicator, user of information technology, collaborator and decision-maker. Graduates of the BSN programs are prepared to assume leadership roles that advance quality nursing care, promote positive change, innovation, excellence, and enhance the power and influence of the nursing profession.

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Reviewed: 5/23

Revised: 10/18; 7/19; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
ASSOCIATE OF SCIENCE IN NURSING DEGREE PROGRAM**

ASSOCIATE OF SCIENCE IN NURSING DEGREE PROGRAM OUTCOMES

1. The program demonstrates evidence of graduates' achievement on the licensure examination.
2. The program demonstrates evidence of students' achievement in completing the nursing program.
3. The program demonstrates evidence of graduates' achievement in job placement.

ASSOCIATE OF SCIENCE IN NURSING DEGREE STUDENT LEARNING OUTCOMES

1. **Patient-Family Centered Care** – Engage in partnership with the patient or designee to plan, advocate for and provide care that is consistent with the patient’s and family’s culture, values, beliefs, and needs.
2. **Teamwork & Collaboration** – Engage in effective communication and collaborative practice to provide coordinated and integrated patient care.
3. **Evidence Based Practice** – Evaluate the plan of care using best available evidence, patient values, preferences, and clinical judgement.
4. **Informatics** – Utilize health information and communication technologies to support safety, decision making, outcome/data analysis and the promotion of health literacy.
5. **Quality Improvement** – Formulate care practices that incorporate quality improvement measures to ensure optimal patient outcomes.
6. **Safety** – Create a culture of safety that minimizes harm to patients and providers and increase the likelihood of desired health outcomes.
7. **Professionalism** – Demonstrate the values, ethics, and legal standards of the nursing profession; responsibility and accountability for own behaviors and decisions; and competent performance in nursing practice to ensure quality patient-centered care.

Org. 08/12

Reviewed: 5/14; 8/16; 8/21; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
BACHELOR OF SCIENCE DEGREE PROGRAM**

BACHELOR OF SCIENCE IN NURSING DEGREE PROGRAM OUTCOMES

1. The program demonstrates evidence of graduates' achievement on the licensure examination (Traditional BSN track only).
2. The program demonstrates evidence of students' achievement in completing the nursing program.
3. The program demonstrates evidence of graduates' achievement in job placement.

Reviewed: 5/05; 5/06; 5/07; 5/08; 5/11; 8/12; 5/13; 8/16; 5/17

Revised: 5/09; 5/10; 8/12; 5/17

**BACHELOR OF SCIENCE IN NURSING DEGREE PROGRAM STUDENT LEARNING
OUTCOMES**

1. **Patient-Family Centered Care** – Recognize the patient and family as a full partner in providing coordinated, compassionate, age- and culturally-appropriate care.
2. **Teamwork and Collaboration** – Function effectively as a member of the interdisciplinary team fostering interprofessional and intraprofessional communication, mutual respect, and shared decision making to provide coordinated quality care.
3. **Evidence-Based Practice** – Evaluate and integrate current research and evidence with clinical expertise in the delivery of quality healthcare and the improvement of health care processes and outcomes.
4. **Informatics** – Employ information systems to communicate, manage knowledge, mitigate error, and support decision-making.
5. **Quality Improvement** – Evaluate outcome data of patient care processes and employ improvement methods to improve the quality and safety of health care.
6. **Safety** – Anticipate and minimize risk of harm to patients and other healthcare providers through both system effectiveness and individual performance to provide safe and effective delivery of care.
7. **Professionalism** – Demonstrate the values, ethics, and legal standards of the nursing profession; responsibility and accountability for own behaviors and decisions; and competent performance in nursing practice to ensure quality patient-centered care.

Orig: 8/12

Reviewed: 5/14; 8/16; 8/18; 5/23

Revised: 5/19

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
ABSENCE POLICY**

Regular attendance in class/theory, clinical, and lab is necessary to support student success in the program. All students are required to attend, on time, all theory, seminar, laboratory, and clinical experiences as scheduled. All occurrences of missed class/theory, lab, and clinical time are recorded. If an absence or tardiness is unavoidable, notification to the instructor is expected prior to the start of the experience.

Classroom Absences

Classroom experiences, including exams, will start as scheduled. Exam times may vary based on individual courses. Students who will be absent or late are expected to communicate with the instructor via telephone or email as soon as possible. Failure to communicate to the instructor may result in an inability to make up the exam or class activity. No extra time to complete exams will be given to the student for lost time that results from tardiness unless prior notification has been made. All students are responsible for contacting the instructor to obtain any material and handouts covered during the missed experience. Students need to be aware that repeated class absences will jeopardize the student's ability to meet the course objectives and may lead to subsequent failure of the course.

Clinical Absences

Students are expected to attend all clinical experiences for on and off campus clinical. Students who will be absent or late to the clinical experience are expected to notify the faculty member prior to the clinical start time via a telephone call and either speaking to the faculty member or leaving a voicemail. Text messages and/or emails will not be an acceptable form of "calling off" for the clinical experience. If a no call/no show, a U in Professionalism will be noted on the weekly anecdotal form.

All occurrences of missed clinical time will be recorded. In the event of a clinical absence, students must follow the procedure listed in the course syllabi. More than 2 clinical absences in a course may result in the student's inability to successfully complete course objectives. Any extenuating circumstance will be reviewed to assess if the student can meet the clinical objectives.

For unexcused clinical absences, a U in Professionalism will be noted on the weekly anecdotal record and the student will be placed on Clinical Probation. Examples of unexcused clinical absence may include, but are not limited to, the following:

1. Clinical clearances not submitted prior to the designated due date or failure to maintain clinical clearances during the semester.
2. Dismissal from the clinical setting for failure to provide safe care:
 - a. Failure of the student to prepare for clinical
 - b. Unprofessional behavior in the clinical setting (See Academic and Professional Integrity Policy)
 - c. Exhibiting signs/behaviors of chemical impairment (See Chemical Impairment Policy)
3. Failure to notify the clinical instructor and/or clinical agency prior to an absence.

Clinical Make-Up Plan

For each clinical course, students are only permitted to miss two clinical days. For the first clinical absence, they will be provided an alternative assignment compensatory to the amount of time missed. Students are to receive the clinical assignment from the designated course faculty and submit the completed assignment by the designated due date. Absences beyond that one clinical will result in the

requirement to complete a clinical makeup day at the end of the semester. Students that miss beyond two clinical days may not be able to meet the objectives for the clinical course, which will result in course failure.

Lab Experiences

Students are expected to attend all lab experiences for on-campus lab experiences. Students who will be absent or late to the lab experience are expected to notify the faculty member prior to the lab start time via a telephone call, either speaking to the faculty member or leaving a voicemail or an email prior to the lab experience. Text messages will not be an acceptable form of “calling off” for the lab experience.

All occurrences of missed lab time will be recorded. In the event of a lab absence, students must follow the procedure listed in the course syllabi (see below). Students are to receive the lab assignment from the designated course faculty and submit the completed assignment by the designated due date. More than 2 lab absences in a course may result in the student’s inability to successfully complete course objectives.

Procedure for Lab Makeup Experiences:

- Students must make an appointment for the lab via the student success management system (i.e. Navigate). All lab makeup experiences must be satisfactorily completed within 5 academic days of absence.
- Students are to bring their Nurse packs for lab make-ups, if needed.
- Students are to wear uniforms and comply with the dress code for makeup lab experiences.

Online Course Participation

All students are required to participate in the Learning Management System (LMS) by the first Wednesday at 11:59 pm of the start of the course. Failure of a student to post on LMS by the first Wednesday at 11:59 pm of the semester may result in the student being dropped from the course. Weekly participation in LMS discussions and/or class preparation assignments is a requirement and addressed in course syllabi and rubrics. Courses run from Monday through Sunday at 11:59 pm.

Reviewed: 3/06; 5/11; 8/12; 5/13; 5/14; 5/15; 3/18; 11/20; 11/21; 3/23

Revised: 5/07; 5/08; 5/09; 5/10; 5/11; 8/12; 5/13; 8/14; 5/15; 8/16; 3/18; 7/19; 8/21, 11/21; 4/22; 3/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
ACADEMIC ADVISING POLICY**

An advisor from the Nursing Department will be assigned to each student enrolled in the nursing program. Advisors have an assigned office space and hold weekly office hours. Students are to schedule appointments with their advisor in advance. Appointments can be scheduled as designated by the advisor.

New students must meet with their advisor within the first week of the semester as this is the add/drop period. Changes to the student schedule may be necessary to be on track with the curriculum plan and avoid problems with progression to the next semester. The advisor's name is listed on the student's current course schedule as well as on the student's My MAC web page.

All students must meet with their advisor prior to the registration process in order to review their current curriculum plan and receive registration clearance for the following semester. Students may need to meet with their advisor throughout the semester for academic or non-academic issues so that appropriate referrals can be initiated to foster success through the nursing program.

Reviewed: 5/04; 3/06; 5/08; 5/11; 8/12; 12/12; 8/13; 5/14; 1/18; 10/21; 5/23

Revised: 5/05; 5/07; 5/09; 5/10; 8/12; 5/13; 8/13, 8/16; 7/19

GUIDELINES FOR ADVISING OF NUAS (2+2) STUDENTS

Level 1 and Level 2 Students

Students may take only RN-BSN (NUBS) general education core courses or free electives during the first two semesters of the ASN program. No RN-BSN nursing courses can be taken. Refer to RN-BSN general education core course list.

Level 3 Students

Eligibility to take RN-BSN nursing courses:

1. Have a **cumulative nursing GPA of 2.5** or better.
2. If the **cumulative nursing GPA is < 2.5**, students must complete general education courses and electives first.
3. May take only one of the following RN-BSN nursing courses during Level 3 with approval from the BSN Program Chairperson:
 - NUBS302
 - NUBS304
 - NUBS430

Level 4 Students

Eligibility to take RN-BSN nursing courses:

1. Have a **cumulative nursing GPA of 2.5** or better.
2. If the **cumulative nursing GPA is < 2.5**, students must complete general education courses and electives first.
3. May take only one RN-BSN nursing course during Level 4 with approval from the BSN Program Chairperson

ASN students can take 6 NUBS credits over the summer prior to entering Level 3 and Level 4 if prior eligibility requirements are met, including GPA and completion of core and elective courses. ASN students **can take no more than the 12 NUBS credit hours** prior to ASN degree completion.

Org: 4/18
Revised: 5/22; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING ACADEMIC AND PROFESSIONAL INTEGRITY POLICY**

Mount Aloysius College is committed to the academic integrity of the entire community. All share responsibility for maintaining high standards of academic honesty, and no forms of academic dishonesty are tolerated. Forms of academic dishonesty include but are not restricted to: giving or receiving unauthorized assistance on an examination, project, or assignment, using unauthorized forms of assistance such as crib notes or cell phones on an examination; falsification of data; plagiarism (using another person's words or ideas as one's own); and lying or falsifying reasons for missing examinations or class

As representatives of Mount Aloysius College and as future and current members of the profession of nursing, students in the Department of Nursing must demonstrate legal and professional behavior at all times, in the classroom, clinical site, nursing labs, in the community setting, and whenever representing Mount Aloysius College. Students must adhere to the policies, responsibilities, rules and regulations as outlined in the Mount Aloysius College Student Handbook, Department of Nursing Student Handbook, as well as those of the clinical agencies.

Academic and Campus Conduct

The Department of Nursing follows the Student Conduct Policy as detailed in the Mount Aloysius College Student Handbook. In addition, the Department of Nursing follows the General Student Policies and Procedures as outlined in the Mount Aloysius College Student Handbook. Disciplinary action is applicable to conduct which adversely affects the pursuit of educational objectives and the mission and values of the College.

Professional Nursing Conduct

Professional integrity is based upon the ethical principles of the profession. These principles, found in the *Nursing Student Policy and Procedure Manual* include the *Statement on Nursing Academic & Professional Integrity*, *NSNA Code of Academic & Clinical Conduct*, *NSNA Bill of Rights and Responsibilities for Nursing Students*, and *ANA Code of Ethics for Nurses*, are at the foundation of relationships with peers, faculty, patients, and others with whom we have contact. Integrity or uprightness of character includes honesty, regard, and respect for human dignity, conduct that is civil, orderly, decent, and respectful.

Therefore, incivility and unprofessional behavior would include negative behavior directed toward peers, faculty, patients and others with whom we have contact on campus, at clinical sites or in any setting where the student represents the college and/or the nursing profession.

Students who have entered the nursing programs at Mount Aloysius College are expected to consistently exhibit the following behaviors. Failure to adhere to professional standards may result in disciplinary action, unsatisfactory clinical evaluations, clinical probation, a warning for dismissal, or dismissal for egregious action.

1. The student will practice with compassion and respect for the dignity, worth and uniqueness of every individual.
 - Respects the worth, dignity, needs, values and human rights of every individual in all professional relationships.
 - Delivers caring and compassionate nursing care with respect for human needs and values irrespective of the nature of the health problem. Does not discriminate while providing nursing services, on the basis of age, marital status, sex, sexual preference, race, religion, diagnosis, socioeconomic status or disability.
 - Delivers nursing care directed toward meeting the comprehensive needs of patients across the lifespan.

- Recognizes the right for self-determination as a basis for informed consent.
 - Maintains a respectful relationship with peers, faculty, staff and members of the health care team and commits to the fair treatment of all while preserving integrity and resolving conflict in a professional manner.
 - Maintains respect of individuals by addressing the patient, significant other(s), faculty, staff or any members of the health care team by title and last name.
 - Values the contribution of individuals and/or groups in the classroom, lab and clinical area.
 - Contributes to a healthy educational experience on campus and in the clinical/lab environment by exhibiting respectful behaviors and positive conflict resolution when encountered with situations that may be incompatible with the student's ideas and values.
 - Practices a standard of conduct that precludes (or excludes) all prejudicial actions; any form of harassment, bullying or aggressive behavior; vulgar, abusive or offensive language; anger and hostility; or disregard for the effect of one's action on others (e.g. disrupting the classroom by arriving late, not turning off phones, actively engaging in non-class activities during class time).
2. The student's primary responsibility and commitment is to the patient who is the recipient of nursing and health care services and to their educational endeavor in preparation for professional nursing.
- Uses effective communication and collaboration for shared decision making in providing quality and safe care.
 - Maintains accurate and thorough documentation in all health care and educational documents.
 - Maintains professional boundaries that establish limits to the student-patient, student-faculty and/or student-employee relationship. In all encounters, students are responsible for maintaining professional boundaries with patients, faculty and employees by refraining from socialization outside the academic and/or clinical setting or in social networking sites.
 - Refrains from conduct defined as sexual violation or sexual impropriety in the course of a professional relationship.
 - Refrains from the use of cell phones, pagers or other electronic equipment on the clinical areas and in the classroom except for educational purposes as permitted by instructor and in accordance with agency policy.
 - Does not leave a nursing assignment prior to the proper reporting and notification to the appropriate person(s).
 - Does not knowingly abandon a patient in need of nursing care, or refuse to provide nursing care to a patient in need.
3. The student promotes the rights of the patient.
- Safeguards the patient's right to dignity, the right to privacy and the confidentiality of patient information.
 - Advocates for an environment that provides for sufficient physical and auditory privacy, which protects the confidentiality of information. No conversations regarding patient and/or patient information should be overheard or accessible to others.
 - Maintains the confidentiality of all protected patient information whether oral, written or electronic. All patient information must be kept strictly confidential according to HIPAA standards and professional ethical principles.
 - Maintains data security while on the clinical unit, by closing desktops and computer screens when not in use. Patient information should not be visible to others.
 - Demonstrates the knowledge, skill, attitudes, commitment and integrity that are essential in providing safe and competent nursing care.

- Takes appropriate action regarding any instances of incompetent, unethical, illegal or impaired practice by any member of the health care team and/or peer group.
 - Respects the patient's right to freedom from psychological and physical abuse
 - Does not solicit, borrow or misappropriate money, property, drugs or money from the patient or any member of the health care team.
4. The student is responsible and accountable for nursing practice.
- The student is individually responsible in their role and accountable for nursing care that their patients receive. Nursing care includes direct care activities, acts of delegation and other responsibilities. In each instance, the student retains accountability and responsibility for the quality of care and conformity with standards of care.
 - The student is accountable for one's own actions and for judgments made and actions taken in the course of nursing care.
 - The student is responsible for adequately preparing for the clinical experience.
 - The student is expected to attend classes, be punctual for class, lab, and clinical experiences, complete assignments on time and complete work.
 - The student is expected to seek learning experiences as appropriate.
 - The student is responsible for documenting accurate nursing assessments or observations and the patient's response to that care.
 - The student is responsible for practicing within the student role
 - The student is responsible for seeking assistance from faculty as needed and taking corrective action as recommended.
5. The student will preserve integrity, provide competent and safe care, and continue in professional growth.
- Remains consistent with both personal and professional values to ensure the well-being of self and others.
 - Does not use deceit, dishonest behavior or distort the truth in regards to patient or health care information and implementation of nursing care.
 - Does not falsify or knowingly make incorrect entries into the patient's record or other documents.
 - Evaluates one's own professional growth toward meeting the student learning outcomes.
 - Maintains competence in the knowledge, skills and attitudes required in the student role, including, but not limited to:
 - Medication Administration
 - Utilization of the nursing process
 - Making effective clinical judgments
 - Effective Communication
 - Proper implementation of medical orders
 - Infection Control
 - Patient Safety
 - Recognition and report of significant changes in patient condition
 - Application of theoretical knowledge into the clinical component
 - Preparation for clinical assignments
 - Competence in skill performance
 - Implementation of nursing skills with instructor supervision
6. The student will refrain from behaviors deemed unprofessional while in clinical uniform and while at the clinical agency, such as, but not limited to:
- Gum chewing
 - Smoking/Vaping

- Parking in areas not designated for student parking
- Sitting on patient beds or placing items on beds
- Leaving personal items such as notebooks unattended in patient rooms
- Demonstrating unsafe practices
- Drinking Alcohol
- Using social media inappropriately
- Using foul language

References

ANA Code of Ethics for Nurses with Interpretive Statements (2015)

PA Code Title 49: Professional and Vocational Standards 21.18 Standards of Nursing Conduct

Reviewed: 5/07; 5/08; 5/09; 5/11; 8/12; 5/13; 10/13; 5/14; 8/16; 4/23

Revised: 5/05; 3/06; 5/10; 5/11; 8/12; 01/14; 02/14; 10/21

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING ACADEMIC PROGRESSION AND DISMISSAL POLICY**

Academic progression of a student enrolled in any nursing program is based on scholastic achievement, health maintenance, and adherence to the policies and procedures as stated in the Mount Aloysius College Catalog and the Department of Nursing Student Handbook.

Progression Criteria for All Nursing Students

- Completion of all pre- and corequisites courses, as listed in the current catalog, with a minimum of 2.0 (C) grade prior to graduation;
- Completion of all nursing courses with a minimum 75%;
- Completion of all clinical nursing courses with a “P” in the clinical component of the course; · Any student with a lapse of a clinical course for one or more semesters, will be required to complete a clinical skills refresher prior to starting the next clinical course (scheduled prior to the start of the semester);
- Maintenance of a cumulative grade point average of 2.00; and
- Obtain a 90% on the Medication Administration/Calculation Competency by the third attempt; if not obtained, students are administratively withdrawn from the course, and will be readmitted to the course the next time it is offered.
- A course withdrawal after completion of 50% of the course will count as course enrollment and may impact the student’s progression in the nursing curriculum.
- RN to BSN Student Progression Additional Requirements:
 - Prior to entry into the RN to BSN Program option, all requirements as stated in the college catalog must be met. Students enrolled in the RN to BSN Program option must be licensed as an RN within one semester of matriculation. Student licensure will be verified at the completion of the first semester of matriculation. After the first semester, students who have not achieved licensure may not register for nursing courses until licensed.

Clinical Probation

Clinical Probation (CP). A student may be placed on clinical probation at any time during the semester including, but not limited to:

- Demonstrating unsafe practice
- Issues of unprofessional conduct
- Inconsistent clinical performance or preparation
- An unsatisfactory in the area of Safety or Professionalism
- A student who has received two unsatisfactory markings in the same area or an unsatisfactory in safety will be placed on CP, which indicates that the student has consistently demonstrated unsatisfactory performance in meeting a clinical objective(s).

The student on clinical probation will receive a failing (F) grade for the course at midterm. Any student who has received a Warning for Dismissal for clinical reasons is considered to be on clinical probation. **A student placed on clinical probation will remain on clinical probation until the end of the semester.** Any additional offenses/unsatisfactory markings may result in a warning for dismissal or dismissal from the nursing program.

Warning for Dismissal

A student may be placed on Warning for Dismissal or may be dismissed without warning at any time during the academic semester. A Warning for Dismissal remains in effect for the duration of the student’s

enrollment in the nursing program, including any future readmission. Refer to Nursing Student Handbook for circumstances that could result in a student being placed on Warning for Dismissal.

Dismissal from the Nursing Program

A student may be dismissed from the ASN or BSN Program for reasons of course grade, unsafe clinical practice, or unprofessional behavior. Student progression in the program is based on the satisfactory achievement of Student Learning Outcomes. All Student Learning Outcomes must be passed to obtain a passing grade for the clinical learning experience at the midterm and final evaluation periods.

Unsatisfactory attainment of Student Learning Outcomes at the midterm evaluation will result in clinical probation (CP) and a failing (F) midterm grade for the course. At the completion of the course, an Unsatisfactory in any Student's Learning Outcomes will result in a failing (F) final grade for the course.

A student may be placed on Warning for Dismissal or may be dismissed without warning at any time during the academic semester. A Warning for Dismissal remains in effect for the duration of the student's enrollment in the nursing program, including any future readmission. A Warning for Dismissal in the ASN program does not factor into the decisions related to academic progression in the RN to BSN program.

The following circumstances will result in dismissal from the Nursing Program:

1. Grade less than 75% or receiving a failing grade (F) in a second or repeated nursing course;
2. Students who have been granted an appeal and earn less than a 75% grade in any future nursing course(s) will be dismissed and not eligible to appeal;
3. Academic misconduct, including but not limited to, plagiarism, cheating, or dishonesty;
4. Use of or being under the influence of alcohol and/or illegal drugs in the classroom, laboratory, or clinical setting; or refusal of a mandated drug test;
5. Arrested on a felony charge while enrolled in the nursing program, including failure to notify the Nursing Program Department Chair within seven (7) days of the arrest. Notification must be by personal phone call OR by email from the student's Mount Aloysius College email account.

The following circumstances may result in dismissal from the Nursing Program:

1. Failure to meet remediation requirements;
2. Failure to conduct oneself in a responsible, safe, and professional manner (see expanded information below).

Failure to Ensure Safe and Responsible Conduct

Examples of failure to ensure safe and responsible conduct include, but are not limited to:

1. Violation of medication administration policy;
2. Misinterpretation or improper implementation of medical orders;
3. Incorrect implementation of a nursing procedure in accordance with the nursing program or the clinical agency guidelines;
4. Failure to follow infection control procedures;
5. Failure to provide for patient safety or the safety of self, peers, faculty, or other members of the healthcare team;
6. Failure to recognize or report significant changes in a patient's condition; or
7. Implementation of a medication administration or invasive procedure without supervision by the clinical instructor.

Failure to Maintain Professional Conduct

Examples of unprofessional conduct include, but are not limited to:

1. Failure to practice within the guidelines of the policies and procedures of Mount Aloysius College or the Department of Nursing including, but not limited to, the Academic and Professional Integrity Policy, the NSNA Code of Academic and Clinical Conduct, conflict resolution statement per individual course syllabi.
2. Failure to be accountable in the following areas of responsibility:
 - a. Adequately prepare for clinical learning experiences;
 - b. Communicate accurate and complete patient information verbally or in writing;
 - c. Report unsafe or incompetent practice of peers or other health care team members; d. Practice within the limitations of the nursing student role;
 - d. Accept responsibility for own behavior;
 - e. Follow through in the completion of assigned client care;
 - f. Seek appropriate guidance from the faculty; or
 - g. Take corrective action as recommended by the instructor;
3. Failure to follow clinical instructor's protocol for notification of instructor and/or agency in case of clinical tardiness or absence;
4. Excessive absence or tardiness;
5. All forms of dishonesty, including lying and cheating or plagiarism;
6. Failure to report a potentially hazardous (to self or others) health condition;
7. Failure to respect the rights of the patient, peers, faculty, or members of the healthcare team;
8. Breach of confidentiality; or
9. Failure to abide by the policies set forth within the Mount Aloysius College Student Handbook.

Students who wish to appeal dismissal must follow the Appeal of Dismissal Policy.

RN to BSN Program Progression

Progression in the RN to BSN program will follow the college policy that each course can be taken up to three times. Students are expected to maintain a cumulative GPA of 2.0.

Reviewed: 5/07; 5/08; 5/09; 5/10; 5/11; 8/12; 5/13; 5/14; 5/15; 8/16; 4/17; 3/23

Revised: 08/17; 5/18; 8/18; 7/19; 11/19; 8/20; 10/21; 7/22; 3/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
APPEAL OF DISMISSAL**

1. Students who have been dismissed from the Department of Nursing and wish to appeal for readmission to the nursing department, must have a cumulative GPA of at least 2.0 in non-nursing courses;
2. Students whose appeal is denied cannot apply for readmission to the nursing program for a minimum of one year;
3. A student who is dismissed from the Department of Nursing may apply for enrollment in another major at Mount Aloysius College;
4. Students who receive Grade Amnesty after dismissal from the nursing program will not be permitted to appeal to be readmitted to the program; and
5. Students who appeal a dismissal, and are readmitted to the Department of Nursing, will not be permitted any further appeals.
6. Students dismissed from the Department of Nursing for violation of safety in the clinical setting or integrity are not permitted any appeals.
7. Any student whose appeal has been granted may return to the Department of Nursing on a space-available basis.
8. Students whose appeal has been denied by the nursing faculty, but who wish at a later date to be readmitted via the LPN to RN program, must meet the admission criteria for the LPN to RN program.
9. Three (3) levels of appeal are made available to students:
 - Level 1 – Nursing Faculty and Department Chairpersons
 - Level 2 – Associate Dean of the Nursing Department
 - Level 3 – Academic Dean of the School of Nursing and Health Sciences
10. Students who have previously exhausted all three (3) levels of the appeal process cannot be readmitted to the nursing program.

Procedure:

A student has the opportunity to appeal dismissal from the Department of Nursing one (1) time. The Nursing Department Full Faculty including Program Chairpersons review and adjudicate appeals, and their decision is final.

Appeal of Dismissal

1. A student may initiate an appeal up to three (3) years from the date of dismissal.
2. A student wishing to return the following semester must submit an Appeal of Dismissal form to the appropriate Program Chairperson within 2 business days of notification of the final grade and no later than 90 days before the start of the semester in which the student wishes to return.
3. If the student is dissatisfied with the decision of the full faculty, he/she may appeal the decision to the Associate Dean of the Nursing Department. If the student wishes to return to the nursing program in the following semester, this process must be initiated **within fifteen (15) working days** of being notified of the faculty decision.
4. If the student does not agree with the decision at the second level of appeal, he/she may appeal to the Academic Dean of the School of Nursing and Health Sciences. This process must be initiated **within fifteen (15) working days** of notification of the decision of the second level of appeal.

Reviewed: 5/07; 5/08; 5/09; 5/10; 5/11; 8/12; 5/13; 5/14; 5/15; 8/16; 4/17; 5/22; 7/23

Revised: 5/07; 5/08; 5/09; 5/10; 5/11; 8/12; 8/14; 5/15; 8/16; 8/17; 7/19; 5/22; 7/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
STUDENT APPEALS COMMITTEE**

Student Dismissal Appeal Form

Student Name _____

Address _____

Mount Aloysius College E-mail Address _____

Date _____

Program submitting the appeal to enter (Circle one): ASN Traditional BSN RN-BSN

Rationale for challenging Dismissal from the Nursing Department (address the following in **no more than 300 words**):

- a. Brief explanation of what led to your dismissal.
- b. Actions you took to prevent the resulting dismissal.
- c. Rationale for why the committee should suspend the Dismissal Policy for you.
- d. When do you plan on re-entering the nursing program?

Should the Student Appeals Committee approve your petition, describe **YOUR ACTION PLAN** for fulfilling the expectations of the progression requirements in the nursing program.

Relevant factual documentation* attached (list):

(*Note: Must include unofficial copy of academic transcript. Support or reference letters accepted are not considered.)

Submitted by: _____ (Student signature)

.....

For Student Appeals Committee Use Only Committee Action and Rationale:

Committee Chair Signature and Date:

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
ARTICULATION/ADVANCED STANDING POLICY – LPN TO ASN PROGRAM OPTION**

Purpose

The following policy was developed in order to facilitate the admission and progression of graduates of Licensed Practical Nursing programs through the Associate and Bachelor of Science Degree in Nursing program (2+2) at Mount Aloysius College. LPN to RN articulation enables the efficient and effective joining of levels of nursing education to allow Licensed Practical Nurses to obtain an associate and bachelor degree in nursing.

Competency Validation for Advanced Standing Credit

Candidates articulating into the nursing program as an LPN must meet the admission criteria and complete all pre-enrollment and enrollment requirements as stated for the Associate of Science Degree in Nursing. In addition, applicants must submit official transcripts and LPN license, if applicable, as a requirement for admission; or obtain LPN license within the first semester.

Graduates of State approved practical nursing programs *may* be granted a maximum of twelve (12) credits in nursing: seven (7) Level 1 Nursing to include: NUAS 130 Theory: Adult Nursing I Theory (5)/NUAS 130 Clinical: Adult Nursing I Clinical (2) and five (5) for Level 2 Nursing to include: NUAS 240 Theory: Nursing of the Family Theory (3) and NUAS 240 Clinical: Nursing of the Family Clinical (2).

To receive the first seven (7) credits, applicants must meet articulation criteria 2 and 3 below and successfully complete NUAS 115: LPN-RN Transition. In order to receive the additional five (5) credits for Nursing of the Family, applicants must successfully obtain a Level 2 proficiency on the ATI RN Nursing Care of Children and the RN Maternal Newborn. Both exams will be taken while enrolled in NUAS 115, with one re-test permitted on each. Students are required to take both assessment exams prior to midterm (date identified on course calendar). Additionally, students will be required to successfully complete a skills challenge focused on NUAS 240 clinical content.

Articulation Criteria

LPN applicants to the ASN Program must meet the requirements of the College as well as those of the Nursing Program for admission. In addition, prior to the granting of advanced standing, the following requirements must be met:

1. Achieve a composite score of 59% on the designated pre-entrance nursing exam (ATI Test of Essential Academic Skills – TEAS). The applicant has a maximum of two attempts on the exam to achieve a satisfactory score. The TEAS requirement is waived if the applicant holds an associate degree or a bachelor degree from an accredited institution with a CGPA of 2.75 or higher.
2. Licensure in the State of Pennsylvania as an LPN; or must be obtained within the first semester.
3. Graduation within three (3) years from an LPN program; or work experience as an LPN equivalent to 1,000 hours in the last three (3) years; or completion of an approved refresher course in nursing.
4. Obtained a Level 2 proficiency on the ATI RN Nursing Care of the Children and ATI RN Maternal Newborn. **If unsuccessful, the student will be required to take NUAS 240T and NUAS 240C.** Upon successful completion of a Level 2 proficiency on the ATI content mastery assessments, students will be required to successfully complete a NUAS 240 C challenge focused on pediatric/obstetric skills.

General Education Requirements

Students articulating directly as well as those validating competencies will be required to meet all acceptance and pre-enrollment criteria for the Associate of Science Degree in Nursing including all identified pre-requisite courses. See the Admission and Matriculation to Professional Nursing Criteria Policy for further requirements.

Reviewed: 4/18; 3/23

Revised: 7/19; 5/22; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
ARTICULATION POLICY – RN TO BSN PROGRAM**

In order to facilitate the admission and progression of graduates of associate degree and diploma programs in nursing through the baccalaureate program in nursing at the College, the following articulation plan was developed. RN to BSN articulation enables the effective and efficient joining of two levels of nursing education to allow licensed registered nurses to obtain the bachelor's degree in nursing.

TRANSFER EVALUATION

Graduates of both diploma and associate degree programs who have earned credits from accredited colleges may apply to have up to ninety (90) total credits accepted by Mount Aloysius College and applied toward a bachelor's degree in nursing subject to the requirements of the major as well as the core and graduation requirements of the College. Credits for previous coursework in nursing will be granted, up to a maximum of forty (40) credits, upon successful completion of the RN to BSN Program. Students must have attained at least a 2.0 grade point average at the previous institution to be accepted as a transfer student into the nursing program and must pass the NCLEX within one semester of enrollment.

DUAL ADMISSION

Students admitted under a dual admission partnership agreement are guaranteed admission to Mount Aloysius College RN to BSN Program as long as the admission criteria are met and the student has an intent form on file.

RESIDENCY REQUIREMENT

Students must complete their final thirty (30) semester hours before graduation at Mount Aloysius College.

RN-BSN GRADUATION REQUIREMENTS

To graduate, students must complete all general education core requirements listed in the College Catalog for the student's catalog year and all nursing requirements for the Bachelor of Science in Nursing degree. Students must also have a minimum of thirty (30) upper level credits completed at Mount Aloysius College in order to earn their Bachelor's degree.

Reviewed: 4/04; 5/07; 5/09; 5/11; 8/12; 5/13; 5/14; 8/16

Revised: 5/05; 3/06; 5/08; 5/10; 8/12; 5/13; 8/14; 9/18; 7/19; 3/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
BILL OF RIGHTS AND RESPONSIBILITIES FOR STUDENTS OF NURSING**

1. Under no circumstances should a student be barred from admission to a particular institution on the basis of race, sex, sexual orientation, gender identity, age, citizenship, religion, national origin, disability, illness, legal status, or personal attributes, or economic status.
2. The freedom to teach and the freedom to learn are inseparable facets of academic freedom and quality education; students should exercise their freedom in a responsible manner.
3. Each institution has a duty to develop policies and procedures, which provide for and safeguard the students' freedom to learn.
4. Students should be encouraged to develop the capacity for critical judgment and engage in an autonomous, sustained, and independent search for truth.
5. Students should be free to take reasoned exception in an informed, professional manner to the data or views offered in any course of study. However, students are accountable for learning the content of any course of study for which they are enrolled.
6. Students should have protection, through orderly approved standard procedures, against prejudicial or capricious academic evaluation. However, students are responsible for maintaining standards of academic performance established for each course in which they are enrolled.
7. Information about student views, beliefs, political ideation, legal status, United States citizenship status, sexual orientation or other personal information which instructors acquire in the course of their work or otherwise, should be considered confidential and not released without the knowledge or consent of the student, and should not be used as an element of evaluation.
8. The student should have the right to advocate for themselves and other students in the construction, delivery and evaluation of the curriculum.
9. Institutions should have a clearly written published policy as to the disclosure of private and confidential information, which should be a part of a student's permanent academic record in compliance with state and federal laws.
10. Students and student organizations should be free to examine and discuss all questions of interest to them, and to express opinions in an informed, professional manner, both publicly and privately.
11. Students should be allowed to invite and hear any individual of their own choosing within the institution's guidelines, thereby advocating for and encouraging the advancement of their education.
12. The student body should have clearly defined means to participate in the formulation and application of institutional policy affecting academic and student affairs, thereby encouraging leadership, e.g., through a faculty-student council, student membership, or representation on relevant faculty committees.
13. The institution has an obligation to clarify those standards of conduct which it considers essential to its educational mission, community life, and its objectives and philosophy. These may include, but are not limited to, policies on academic dishonesty, plagiarism, punctuality, attendance, and absenteeism.
14. Disciplinary proceedings should be instituted only for violations of standards of conduct. Standards of conduct should be formulated with student participation, clearly written and published in advance through an available set of institutional regulations. It is the responsibility of the student to know these regulations.
15. The nursing program should have readily available a set of clear, defined grievance procedures.
16. As citizens and members of an academic community, students are exposed to many opportunities and they should be mindful of their corresponding obligations.
17. Students have the right to belong to or refuse membership in any organization.
18. Students have the right to personal privacy in their individual/personal space to the extent that their wellbeing and property are respected.

19. Adequate safety precautions should be provided by nursing programs, for example, adequate street and building lighting, locks, patrols, emergency notifications, and other security measures deemed necessary to ensure a safe and protected environment.
20. Dress code, if present in school, should be established with student input in conjunction with the school administration and faculty. This policy ensures that the highest professional standards are maintained, but also takes into consideration points of comfort and practicality for the student.
21. Grading systems should be carefully reviewed initially and periodically with students and faculty for clarification and better student-faculty understanding.
22. Students should have a clear mechanism for input into the evaluation of their nursing education and nursing faculty.
23. The nursing program should track their graduates' success in finding entry-level employment as registered nurses and make this information available to all who apply and enroll.
24. The nursing program should provide comprehensive, clear and concise information related to student loans, scholarships and any other student financial aid.

The NSNA Student Bill of Rights and Responsibilities was initially adopted in 1975. The document was updated by the NSNA House of Delegates in San Antonio, Texas (1991); and item #4 was revised by the NSNA House of Delegates in Baltimore, Maryland (2006). Further amendments were adopted by the House of Delegates at the NSNA Annual Convention on April 7, 2017 in Dallas, TX. Reprinted with permission.

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING CHEMICAL IMPAIRMENT POLICY**

Nursing students must be free of chemical impairment during participation in any part of the nursing program including classroom, laboratory, and clinical settings.

A student exhibiting signs/behaviors of chemical impairment in any learning setting (classroom, lab, or clinical), whether the substance is legal, prescribed, or illegal, will be dismissed for the day. The student will also be responsible for the following:

1. Arranging for transportation from the learning setting.
2. Within the next 24 hours, having an appropriate impairment screening at the student's expense. Students will be reimbursed for the expense only if the screening is negative; or if the student can provide documentation by a medical provider.

Refusal of or failure to obtain testing will result in the assumption of a positive indication of impairment. Impairment (assumed or validated) will result in dismissal from the nursing program.

If the student has a positive drug screen, and has documentation from a medical provider of a prescribed medication, the student will need to obtain further documentation confirming that the student can safely participate in classroom, lab, and/or clinical experiences.

Reviewed: 4/04; 5/06; 5/08; 5/10; 5/11; 5/13; 5/14; 7/19; 5/23

Revised: 5/05; 5/07; 5/09; 5/11; 8/14, 8/16; 7/19; 4/21

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
CLINICAL CLEARANCE POLICY**

Each student enrolled in a clinical nursing course must have all health, background checks, and CPR requirements met by the due date established by the Department of Nursing in order to adhere to the Mount Aloysius College policies and Pennsylvania State Board of Nursing mandates. Students are required to follow directions provided from the Office of Student Health Services for uploading forms and results to the clearance tracking program prior to the first clinical course.

Students will receive notification from the clearance tracking program, Office of Student Health Services, and the Department of Nursing when clinical clearance requirements have not been met or maintained. Students entering their first semester of their designated nursing program are required to have all clinical clearances completed by August 1st for fall semester start and January 1st for spring semester start. If these clearances are not obtained they will be removed from all nursing courses and their program start date will be delayed. If a student is not cleared for clinical after their initial semester, the student will not be permitted to attend on- or off-campus clinical until the required clearances are obtained and may be removed from the clinical course at the discretion of the program chair if extended delays are expected. All absences due to failure to obtain or maintain clearance for clinical will be considered unexcused (Refer to Absence policy).

Fees for the Criminal Record Check, Child Abuse Clearance, one on-campus CPR class, urine drug screens, and FBI fingerprinting, are included as part of the Clinical Education fee. Students who initiate the clearance tracking process with the intent to enter the nursing program will incur fees associated with the tracking process if not entering the nursing program. Additional testing, if required, and physical exam and health requirements will be at the student's expense.

Students must complete all agency required clinical and educational mandates by the established due dates in order to attend clinical experiences. If a student is absent when agency required educational programs are presented, it is the student's responsibility to ensure the educational requirement is met by the established due date.

Clinical Clearance Requirements are due by August 1st for Fall admission and January 1st for Spring admission. No EXCEPTIONS.

Physical Exam

The Mount Aloysius College Nursing and Health Studies Student Physical Exam form must be completed and signed by the healthcare provider. Students are able to print off the clinical health forms from the Mount Aloysius College website. The date on the Physical Exam must be within the past two (2) years.

Titers

Students are required to have antibody titers for Rubella IgG, Mumps IgG, Varicella IgG, and HepB IgG. The healthcare provider must have dated and signed the Mount Aloysius Immunization and Titer Record form in all areas where indicated. If the titers do not indicate immune or equivocal, a booster is required. If a booster is needed, the date the booster was administered must be included on the Mount Aloysius College Immunization and Titer Record form.

TB Screening Requirement

A two-step PPD or agency accepted equivalent must be completed prior to the start of the initial clinical course. A one-step PPD is required annually thereafter. If the PPD is positive, a baseline chest x-ray is required and additional requirements may be imposed.

Required Immunizations:

Tdap

A Tetanus booster is required within the last ten (10) years. In addition, a one-time dose of Tdap (tetanus toxoid, reduced diphtheria toxoid and acellular pertussis vaccine) is required. If no written documentation

of previous immunization with Tdap, immunization is required. The date of the last Tdap booster must be listed on the Mount Aloysius College Immunization and Titer Record form.

Hepatitis B Vaccination

The dates of the Hepatitis B Vaccinations (3) must be listed on the Mount Aloysius College Immunization and Titer Record form. At least two of the three injections must have been received prior to students being permitted to attend off-campus clinical. The 3rd Hepatitis B immunization must be received when due in order to remain in the clinical rotation. Evidence of post vaccination immunity is required.

Polio

All dates from the most recent Polio booster need listed on the Mount Aloysius College Immunization and Titer Record form. Students who do not have record of Polio immunizations must have a physician sign the exemption on the form and state the reason why. A Polio booster or Titer is not required.

Influenza

The annual Influenza vaccine is a requirement for clinical. Students requesting an exemption for medical or religious reasons must contact the Office of Student Health Services. Students obtaining an exemption may be required to wear a mask while at the clinical site during Influenza season.

Recommended Immunizations:

- **Hepatitis A**
- **Meningococcal** (Please note, students who live on campus must receive the meningococcal (or signed waiver, per the Mount Aloysius College Health Requirements)

COVID-19

Students are required to provide proof of COVID-19 vaccination or waiver of vaccine as per clinical facilities' policies.

CPR BLS Adult, Infant, Child, and AED:

Certification by the American Heart Association or American Red Cross as an “American Heart Association Healthcare Provider” or “American Red Cross Professional Rescuer”, which includes Adult, Child, Infant and Automated External Defibrillator is required. A layperson’s certification (i.e. American Heart Association Heartsaver) does not meet this requirement. CPR classes are provided at Mount Aloysius College. A student whose CPR certification expires prior to program completion is responsible for re- certification at the student’s expense.

PA Statewide Criminal (Patch Search), Child Abuse History and FBI Fingerprint Search When registering with the clearance tracking program, a Pennsylvania Statewide Criminal Background Check will be processed along with the Child Abuse Clearance. In addition, an FBI fingerprint search is required.

The student is required to complete the 3-hour online training program: Act 31 – Recognizing and Reporting Child Abuse: Mandated and permissive Reporting in PA. The free online training program is available at: www.reportabusepa.pitt.edu.

The Certificate of completion must be uploaded to the clearance tracking program as a component of the clinical clearances.

Students are cleared for clinical based on provisions of present law. It is the student’s responsibility to report any changes in information regarding criminal record or child abuse to the Department of Nursing Chairperson. Failure to do so can result in dismissal from the program.

Clinical facilities have the authority to deny clinical placement to students with a history of criminal activity or child abuse from participating in clinical practice even though the clearances fulfill the provisions of present law. Clinical facilities may have policies that are more stringent than the terms of

the law. If a student is not permitted to practice in a clinical facility, the student will be unable to meet the clinical objectives of the course and subsequently be unable to complete the program.

In addition, the Pennsylvania State Board of Nursing has the authority to deny licensure based on a student's criminal record and/or child abuse information. If a graduate is permitted licensure, some laws and/or facilities' policies may prevent employment in a wide variety of settings.

Students who withdraw from the College and wish to return to the Nursing Program must submit new Criminal Record Check and Child Abuse History clearances.

Urine Drug Screen

A Urine Drug Screen is required prior to the first clinical experience. The student is required to provide documentation of any prescribed medications prior to obtaining the urine drug screen. Additional urine drug screens may be required per clinical agency and/or at random. If the urine drug screen is positive, the student will not be permitted to continue in the nursing program. Refer to the Department of Nursing Chemical Impairment Policy, the Mount Aloysius College Alcohol & Illicit Drug Policy, and the Mount Aloysius Medical Cannabis Policy.

Health Maintenance

Admission and continuance in the Nursing major depends on the maintenance of satisfactory physical and mental health. All nursing students must satisfactorily meet the health requirements listed on the student health form obtained in the Office of Student Health Services. Students are required to notify the Department of Nursing Chair, respective Program Coordinator, and clinical instructors immediately of any change in physical or mental health status, including pregnancies, so that clinical assignments may be adjusted according to agency and college guidelines.

A student who develops a serious or extended illness while enrolled in the Department of Nursing must be under the ongoing care of a health-care provider. The student must submit documentation from the healthcare provider indicating the student's ability to perform the functions of a student nurse. A student with a communicable disease must adhere to the Center for Disease Control and Prevention (CDC) guidelines and the policies of the affiliating agencies regarding measures to prevent transmission of the illness to others. Every effort will be made to accommodate the specific needs of the individual student resulting from the illness. Students must meet clinical objectives, despite pre-existing or existing health conditions, in order to pass each Nursing course satisfactorily.

Falsification or omission of information required on the student's health record is grounds for dismissal of a student from the Nursing program. Student health records and medical information will be maintained in the Office of Student Health Services. All information will be kept strictly confidential and will not be released without written consent by the student, except by law. Students are responsible for any cost related to treatment for illness or injuries incurred through participation in any clinical experience. Mount Aloysius and the affiliating agencies do not assume responsibility for any costs incurred for treatment of students. Students are strongly encouraged to carry personal health insurance (Required for residential students, per the Mount Aloysius College Student Health Services Policy).

Reviewed: 4/04; 5/11; 8/12; 5/13; 5/14; 1/15; 5/15; 8/15; 11/17

Revised: 5/05; 5/06; 5/07; 5/08; 5/09; 5/10; 5/11; 8/12; 5/13; 8/14; 5/15; 8/15; 8/16; 11/17; 7/19; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
CLINICAL/LAB DRESS CODE**

Students are to adhere to the dress policies of cooperating agencies as well as on campus clinical/lab requirements. The specific clinical agency policy will be reviewed with the students during clinical orientation. Students who do not adhere to the Department of Nursing Clinical/Lab Dress Code will be required to leave the clinical unit/lab or on-campus clinical as directed by the clinical instructor if correction cannot be made immediately. Non-adherence to the code will be reflected on the weekly anecdotal clinical/lab evaluation.

Uniforms

A nursing uniform is required for clinical/lab rotations, on and off campus. All nursing students will wear the approved uniform with white or navy nylons or socks. Shoes must be clean, closed heel/closed toe, with no mesh or cloth, be professional in appearance, and with no extremes of style or color. Uniforms must be clean and wrinkle-free. If a long-sleeved white shirt is worn under the uniform top, it must be purchased from the uniform provider. Students must abide by the Mount Aloysius Department of Nursing Clinical/Lab Dress Code whenever the nursing uniform is worn.

Students are required to purchase uniforms (2 complete sets are recommended) through the contracting company arranged by the Department of Nursing. It is important to order uniforms as suggested as it may take several weeks to receive them once ordered. Students will not be able to start clinical/lab without the appropriate uniform and shoes. A non-refundable deposit is due to the uniform agency upon ordering. During the clinical/lab experience, students are required to have the following items: a black pen, a watch with a second hand, and a stethoscope. These items are used in patient care.

Practicum/ Clinical Experience without Uniform

Rarely, a clinical experience may not require wearing the Mount Aloysius College nursing uniform; in those instances, students are to wear clothes that will promote the positive image of nursing. Clothing and shoes must be professional in appearance. Business casual attire is recommended. College ID badge is required to be worn. Shoes must have closed toes and closed heels, and with no mesh or cloth. Jeans and casual attire are not permitted.

ID Badges

The official Mount Aloysius College Student ID badge will be worn during all clinical/lab experiences unless the clinical agency requires otherwise. The ID badge must be worn at the chest to collarbone area and must be easily visible. The ID badge must not be adorned with stickers, pins, etc.

Fingernails

Fingernails must be short and neatly trimmed. Only clear nail polish is permitted, free from chips. Artificial nails, overlays, tips, wraps, and nail ornaments are prohibited. No artificial or eyelash extensions are permitted.

Jewelry, Body Piercings, and Tattoos

No jewelry is permitted, with the exception of a watch, wedding band, and one pair of 5mm post earrings. No other visible pierced jewelry is permitted. Tattoos need to be covered by clothing, appropriate makeup or a skin-toned Band-Aid at all times when wearing the nursing uniform. Ear gauges can be no larger than 5mm and clear spacers in the ears only are permitted. No facial piercings, including clear spacers, are permitted.

Personal Hygiene

Good personal hygiene is the standard. Odors are offensive and can be a health hazard. Excessive perfumes, colognes, aftershave, powders and make-up must be avoided. Make-up should be used with discretion and be minimally applied. Hair must be clean and neatly arranged with no extremes of style or color and be controlled in such a way that it will not cause contamination or interfere with patient care.

Hair jewelry or headbands are not permitted. Men should be clean-shaven and/or beards and mustaches neatly kept and trimmed. Men may be required to follow facility policy in regard to facial hair.

Reviewed: 4/04; 5/11; 8/12; 5/13; 5/14; 11/17, 11/19; 11/20

Revised: 5/05; 5/06; 5/07; 5/08; 5/09; 5/10; 5/11; 8/12; 5/13; 8/14, 8/16, 11/17, 2/18, 8/20; 4/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING CLINICAL PLACEMENT POLICY**

Clinical sites are selected to support the course objectives and to provide students with appropriate and relevant learning opportunities. To ensure safe, adequate supervision of students, the size of the clinical groups is restricted by the clinical agencies and the Department of Nursing. Clinical site availability is dependent on many factors and varies from semester to semester. No guarantee can be made to students regarding placement at any particular clinical site and is subject to change pending availability of the clinical sites. Transportation to clinical sites is not provided by Mount Aloysius College. Each student is required to provide his or her own transportation to and from the clinical sites. Students in the same clinical group are encouraged to carpool and to only park in designated parking spaces for students.

Originated: 8/20

Revised: 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING EMPLOYMENT POLICY**

In accordance with Pennsylvania State Board of Nursing Code § 21.112. Student employment:

1. If students are employed in health agencies, they may not be employed as registered or practical nurses unless they are currently licensed.
2. Student employment shall be on a voluntary basis and not a requirement of the institution.

The Department of Nursing attempts to take into consideration the financial demands of students attending college. Students are urged to give careful consideration of the ability to engage in part-time or full-time employment during the academic year due to the demands of the program. Since student employment during enrollment in the Nursing program is voluntary, students will not be excused from class, lab, or clinical experiences due to conflicts with employment schedules.

The nursing student is not permitted to wear the Mount Aloysius College Nursing badge or uniform during times of employment.

Reviewed: 4/04; 5/07; 5/08; 5/11; 8/12; 5/13; 5/14; 8/16; 11/21

Revised: 5/05; 3/06; 5/09; 5/10; 5/13; 8/14; 1/18; 7/19; 4/23

**MOUNT ALOYSIUS COLLEGE * * * DEPARTMENT OF NURSING
EXAM ADMINISTRATION AND REVIEW POLICY**

Students will adhere to the following conditions when completing an exam as part of a nursing course while enrolled at Mount Aloysius College. Excluded from this policy are the administration of standardized assessments. It is understood that this policy is designed to provide continuity of the examination process throughout the Department of Nursing.

Continuity of Test Administration:

- All Department of Nursing evaluative/graded measures are administered in the English language without exception (cicurse.com, n.d.; nclex.com, n.d.; PASBON, 2022)
- All Department of Nursing exams shall be taken on the date and time specified in the course syllabus. Permission to take an exam or quiz at any time other than scheduled can only be granted by course instructors.
 - Students are to notify the instructor by voicemail or email **prior** to the time of examination or quiz if unable to take the examination at the scheduled time. If the student does not notify the course faculty of their absence **prior** to the start of the exam or if the student arrives late (once the assessment passcode has been provided) an opportunity for a make-up exam may not be granted.
- Students are required to come to the testing session prepared to begin testing.
 - Students are expected to arrive at the testing session with a fully charged laptop or compatible electronic device and power cord. Each classroom will have differing levels of access to electrical outlets. Electrical outlets can be used as available.
 - Students with approved testing accommodations are expected to provide this documentation to the course coordinator at the beginning of EACH course. The course coordinator will work in good faith with the student, exam center, and any applicable administrative personnel to develop a plan for test taking that includes the students approved accommodations. It is recommended that students with accommodations utilize accommodations for every nursing exam.
 - Backward navigation is disabled on all exams, with the exception of the medication competency exam. It is recommended to bring an external mouse to take exams. The touchpad mouse can be very sensitive.
- All cell phones or other electronic equipment, including “smart watches,” must be powered off and secured with belongings during exams and test review.
- All personal items are to be stored in a faculty designated area of the room during the exam and test review.
- The only items permitted on the testing surface during exams is the laptop, scratch paper, and two pencils/pens
 - Faculty will have, scratch paper, and pencils available at the testing session for student use, if requested. Students are NOT permitted to provide their own supplemental materials.
 - Faculty will collect scratch paper at the end of the exam.
- Scratch paper will include the student’s name and will be retained until after the exam review has occurred. At that time, scratch paper will be destroyed by the faculty. At no point will scratch papers be returned to the student.
- To ensure the integrity of test administration, faculty may collect any items suspected of being used for cheating during examinations. **Such action may result in a zero for that exam.**
 - Faculty collecting such items will maintain custody of said items until a full review has been completed. Once a review of the situation has been completed, the items may be returned to the student, if requested.

- If faculty members believe that the student is using items valued at greater than \$10 (for example, cell phone, “smart watch,” computer, etc.), the faculty member will seize those items immediately. The faculty member will immediately request a meeting with the level/program coordinator and/or department chair. This meeting will take place within 24 hours.
- All tests are timed; no backward navigation is permitted on exams with the exception of the medication competency exam.
 - In the event of an unforeseen and/or unavoidable interruption during the exam window (such as fire alarm activation, mandatory building evacuation, etc.), students should power off their laptops. Students should follow faculty and college personnel's directions for evacuation and remain as a group, if safely possible. If clearance is provided to return to the original testing location, students will have 5 minutes to return to the classroom and be ready to resume testing. If clearance is not provided to return to the original testing location in sufficient time to allow for test completion, the exam will resume at the beginning of the next lecture session. Faculty will provide students with a resume code to allow the exam to un-pause.
 - Once the resumption of the exam has been scheduled the student must notify the proctoring faculty if there is a conflict as soon as possible and within 12 hours.
- Test item content and responses are confidential and are not to be discussed except during test review.
 - This includes the sharing of exam content via electronic means (texting, Quizlet, etc.) or by verbal exchange outside the classroom.
 - Students found to be sharing exam content will be found to be in violation of the Mount Aloysius College Academic Honesty and Integrity Policy.
- Course instructors will post exam scores on the learning management system within 48 hours of completion of the exam.
- Students are required to upload the examination as soon as the examination is completed or when the testing time has expired. Students should not leave the testing session until designated by the proctor.
- The computer screen must remain closed after the examination is completed.
- Only in extenuating circumstances and with faculty, program coordinator, and department chair approval may a traditional paper exam be administered to students.

Continuity of Test Review:

- Students are not permitted to tape record or take notes during test reviews.
- Any attempt to copy, record, or transmit exam results will be considered cheating and the student will receive a zero score for the exam.
- Only a laptop or compatible electronic device is permitted on the desk during exam review. The purpose of this device is solely to allow the student the opportunity to review their exam results using ExamSoft. All other items must be stored in a faculty-designated area of the room.
- After the student receives the official test score (posted on Canvas), the student has five (5) business days to confirm or question a test score or any individual test item. This should be done in a written electronic format by emailing the course faculty member.
- Laptops are not permitted to be taken from the room during exam reviews.
- Group test reviews may be scheduled by individual instructors giving the examination. Students may also request to review individual exams with course instructor or designee (such as the student's advisor or the program coordinator).
- Student exams will be retained by the ExamSoft program until the end of the semester. No printed or “hard copy” exams will be kept.

Continuity of Exam Makeup:

- Arrangements for a makeup exam should occur within **two (2) business days** upon return to school.
- The makeup exam is to be completed within **five (5) business days** of returning to school.
- If the faculty of record is unavailable within this time frame to proctor the student's makeup exam, it is the students' responsibility to secure an acceptable replacement.

References:

Career Improvement Consulting. (n.d.). Frequently asked NCLEX questions.

<https://cicnurse.com/frequently-asked-nclex-questions/>

NCLEX.com. (n.d.). About the NCLEX. <https://nclex.com/about.htm>

Pennsylvania State Board of Nursing. (2022). Board approved English language proficiency (ELP) Examinations.

<https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/Nursing/Documents/Board%20Documents/Board-Approved-English-Proficiency-Exams.pdf>

Reviewed: 5/09; 5/10; 8/12; 5/13; 4/17; 3/18, 8/20; 10/20

Revised: 4/04; 5/05; 3/06; 5/07; 5/08; 5/11; 8/13; 4/17; 3/18; 7/19; 8/20; 10/20; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
GRADE POLICY**

The grading scale for all courses in the Department of Nursing is as follows:

Grade	Percent Range	GPA
A	94-100	4.0
A-	91-93	3.7
B+	88-90	3.3
B	85-87	3.0
B-	82-84	2.7
C+	79-81	2.3
C	75-78	2.0
C-	70-74	1.7
D	66-69	1.0
F	65 and Below	0.0
E	Unofficial Withdrawal	0.0
I	Incomplete	
W	Official Withdrawal	
WP	Withdrawal Passing	
WF	Withdrawal Failing	

Grade Rounding Statement:

The Department of Nursing follows a **no rounding** policy (Example: 75.9 = 75% 74.9% = 74% which is not passing). To progress in the Nursing program, the student must achieve **at least a 75% average grade on exams** and complete all other course assignments. Points for other assignments will not be factored into the final grade until a 75% average grade has been achieved on all course exams unless otherwise noted in the course syllabus. After a 75% exam score average is obtained, if other graded assignments drop the total grade below a 75%, then the student does not meet the passing grade requirement.

- Any student earning less than the required 75% average grade on exams in any pre-licensure nursing course will be required to take *NUAS 110: Decision-Making for Nursing* the following semester.
- In classes that do not have exams, students must achieve a 75% average to pass the course.

Grading Criteria:

At the beginning of each nursing course, the faculty will provide a course syllabus which includes the criteria/assignments upon which the course grade will be determined. Students must complete **all** course assignments including course designated open lab times, in order to successfully complete the course, failure to complete all course requirements will result in failure of the course.

Grading of Clinical Performance:

Evaluation of clinical performance is an ongoing process involving regularly scheduled meetings between the instructor and each assigned student to review the student's progress in meeting clinical objectives. Accomplishment of course objectives is dependent upon passing all clinical objectives. Clinical performance will be graded as either "P" (pass) or "F" (fail). An "F" grade will result in failure of the clinical course or theory portion of the nursing course, if the clinical course is not a separate course.

Grades earned in the Associate of Science in Nursing Degree Program do not factor into the decisions related to academic progress in the RN-BSN.

Reviewed: 5/09; 5/11; 8/12; 5/13; 5/14; 4/17; 8/17; 5/18
Revised 12/12; 8/14, 8/16; 4/17; 8/17; 5/18; 7/19; 3/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
GRADUATION REQUIREMENTS**

ASN Graduation Requirements

To graduate, students must complete all general education core requirements (listed in the *College Catalog* for the student's catalog year) and all nursing requirements for the Associate of Science in Nursing Degree. The student must complete nursing coursework within three (3) years of enrollment in the first nursing course.

BSN Graduation Requirements***Traditional BSN Track***

To graduate, students must complete all general education core requirements (listed in the *College Catalog* for the student's catalog year) and all nursing requirements for the Bachelor of Science in Nursing Degree. The student must complete coursework within three (3) years of enrollment in the first nursing course.

RN-BSN Track

To graduate, students must complete all general education core requirements (listed in the *College Catalog* for the student's catalog year) and all nursing requirements for the Bachelor of Science in Nursing Degree. The student must complete coursework within six (6) years of enrollment in the first nursing course.

Refer to the Mount Aloysius College Student Handbook for Student Residency Requirement for Graduation.

Reviewed: 7/19
Revised: 7/18; 10/18; 8/20; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
GRIEVANCE POLICY AND COMPLAINT PROCEDURE**

The Department of Nursing defines a grievance as a wrong or a hardship that is grounds for a complaint. If a student has a cause for complaint, then the student should follow the steps described below:

1. Within five (5) academic calendar days of the incident or occurrence, set up a meeting with the individual or individuals involved. If a meeting is not possible, then communication will continue via email/phone communication/virtual means. If a decision agreeable to the student is not reached within five days of the meeting; then
2. Request a meeting in writing with the level or program coordinator within 10 days of the incident or occurrence. If a decision agreeable to the student is not reached within five days of the meeting, then;
3. Request, in writing within fifteen (15) academic calendar days of the incident or occurrence, a meeting with the Nursing Program Chairperson to discuss the matter. If an agreeable decision is not reached; then
4. Request, in writing within twenty (20) academic calendar days of the incident or occurrence, a meeting with the Associate Dean of the Nursing Department. If an agreeable decision is not reached, then the student may proceed to the Academic Dean of the School of Nursing and Health Sciences. A final request may be made to the Provost/Senior Vice President for Academic Affairs in accordance with the Academic Grievance policy in the *Mount Aloysius College Catalog*.

A record of all formal student complaints and their outcomes or resolutions will be maintained within the Department of Nursing.

Reviewed: 5/05; 5/08; 5/09; 5/10; 5/11; 8/12; 5/13; 5/14; 8/15; 3/18; 10/19; 8/20; 11/21

Revised: 5/04; 5/06; 5/07; 5/11; 8/12; 08/14; 8/15; 8/16; 7/19; 10/19; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
ADMISSION AND MATRICULATION TO PROFESSIONAL NURSING CRITERIA**

All decisions regarding matriculation into the professional nursing curriculum at Mount Aloysius College are made by the Department of Nursing.

Associate of Science in Nursing Program (ASN) – 2+2 ASN to BSN

First-Time College Student

Applicants who completed high school and have less than 24 credits of post-secondary education must demonstrate the following to be admitted to the nursing program:

1. Have been admitted to the College;
2. Any student whose native language is not English will need to take one of the English language proficiency examinations listed below:
 - a. TOEFL iBT of 84 or higher total score with a minimum speaking score of 26
 - b. TOEFL PBT of 540 or higher total score
 - c. IELTS Academic score of 6.5 or higher with a minimum of 6.0 in each module
 - d. PTE Academic score of 55 or higher overall, with no Communicative Skills sub-scores lower than 50 in each part
 - e. MELAB with Speaking score of 81 or higher overall total score and a minimum score of 3 on the speaking test is required as part of the application for an individual whose primary language is not English.
3. Completed work equal to a standard high school course inclusive of a minimum of 16 units, including
 - a. four units of English,
 - b. three units of social studies,
 - c. two units of mathematics (one of which is Algebra), and
 - d. two units of science with a related laboratory (Biology and Chemistry recommended).
The two units of science with a related laboratory and Algebra must be completed with a minimum grade of "C";
4. Minimum high school GPA of 2.50

NOTE: An applicant who has not met one or more of the stated admission requirements will be identified as a pre-nursing student until the requirements are met. Once met, the student must complete the *Internal Nursing Audit Form*.

Transfer Student

Applicants who graduated from high school and completed 24 or more credits of post-secondary education must demonstrate the following to be admitted to the nursing program:

1. For any student whose native language is not English will need to take one of the English language proficiency examinations listed below:
 - a. TOEFL iBT of 84 or higher total score with a minimum speaking score of 26
 - b. TOEFL PBT of 540 or high total score
 - c. IELTS Academic score of 6.5 or higher with a minimum of 6.0 in each module
 - d. PTE Academic score of 55 or higher overall, with no Communicative Skills sub-scores lower than 50 in each part,
 - e. MELAB with Speaking score of 81 or higher overall total score and a minimum score of 3 on the speaking test is required as part of the application for an individual whose primary language is not English.
2. Demonstrate a minimum 2.5 cumulative grade point average (CGPA) on most recent post-secondary education as verified by official transcript

****Students transferring between nursing programs within the department, refer to the Nursing Program Transfer within the Department of Nursing Policy.**

Matriculation into the first Nursing Course:

1. Demonstrate a minimum 2.0 cumulative grade point average on most recent post-secondary education as verified by official transcript;
2. Completed BIOL 201 – Anatomy and Physiology I or equivalent with a minimum grade of "C" (2.00). **All sciences courses must have been completed within the past seven (7) years**
3. Achieve a combined SAT Critical Reading and Math Score of 1000 or ACT Composite Score of 22 or a composite score of 59% on the designated pre-entrance nursing exam (ATI Test of Essential Academic Skills - TEAS) within the past two years. The applicant has a maximum of two attempts per calendar year, whether the exams are taken at Mount Aloysius College or another location, on the exam to achieve a satisfactory score; the student must obtain a Math Subscore of 60%. The TEAS requirement is waived if the applicant holds an associate degree or a bachelor's degree from an accredited institution with a CGPA of 2.75 or higher

Transfer Applicants with Prior Nursing Credit

Transfer applicants who have had previous nursing education courses are required to:

- meet the matriculation requirements as stated above for transfer students; and
- sign and send to the previous nursing program(s) a request for a confidential reference.

In addition, the applicant may apply to take a challenge exam(s) and/or complete the clinical skills challenge. To begin the challenge process, the applicant must submit a course syllabus and calendar to the Department Chairperson a minimum of five (5) weeks prior to the start of the semester. An applicant wishing to challenge a course must have successfully completed a comparable course (including clinical if applicable) at an accredited school within the past three (3) years; courses older than three years may not be challenged. A fee is associated with challenge exams. The following Associate of Science in Nursing courses must be challenged and successfully passed in consecutive order:

- *NUAS130 - Adult Nursing I Theory (5 credits) and Adult Nursing I Clinical (2 credits)
- *NUAS240 - Nursing of the Family Theory (3 credits) and Nursing of the Family Clinical (2 credits)
- *NUAS220 - Nursing Pharmacology (3 credits)
- *NUAS275 - Mental Health Nursing (3 credits)

Readmission to the Nursing Program

Students granted readmission to the nursing program are required to challenge* nursing courses that were successfully completed at Mount Aloysius College within the past three (3) years prior to re-admission. Courses taken more than three years prior to readmission cannot be challenged and must be repeated. In addition, skills remediation will be required in the form of a skills challenge for all clinical nursing courses previously completed.

*NOTE: Students must obtain a Level 2 proficiency on the ATI Challenge Exam(s) in order to challenge out the above courses. Fee is associated with Challenge Exam(s).

Enrollment Requirements**

Prior to the start of a clinical nursing course, the student must submit the following:

1. A completed health form, physical exam and required titers and immunizations;
2. Two-Step PPD or agency accepted equivalent;
3. Urine Drug screen from the start of the first clinical course. Additional urine drug screens may be required;

4. PA Criminal Background, FBI Fingerprinting and Child Abuse History Clearances; and
5. CPR Certification (American Heart Association Healthcare Provider or American Red Cross Professional Rescuer which includes Adult, Child, Infant and AED) within 30 days of the start of the semester.

Students who withdraw from the program must submit a new PA Criminal Background Check, FBI Fingerprinting and other documentation required by the college or clinical agencies.

Students must have health requirements confirmed by Health Services **by the due date established by the Department of Nursing**. The *Mount Aloysius College Department of Nursing Prohibitive Offense Policy* guides decisions related to background check findings. Healthcare agencies have the right to deny employment or clinical experiences based on background checks.

**Students enrolled in the School of Nursing must comply with the requirement of the Professional Nursing Law of Pennsylvania (Act of April 14, 1972, P.L. 233, No 64) known as "The Controlled Substance, Drug, Device and Cosmetic Act.

+With the exception of the Urine Drug Screen for students assigned to clinical at Conemaugh Memorial Medical Center.

Bachelor of Science in Nursing – Traditional BSN Option (3.5 years)

Admitted students who meet the following will be considered for matriculation into the traditional BSN option on a space-available basis.

First Time College Students

1. Achieve a combined SAT Critical Reading and Math Score of 1000 or ACT Composite Score of 22;
2. Minimum high school GPA of 2.50;
3. For any student whose native language is not English will need to take one of the English language proficiency examinations listed below:
 - a. TOEFL iBT of 84 or higher total score with a minimum speaking score of 26
 - b. TOEFL PBT of 540 or high total score
 - c. IELTS Academic score of 6.5 or higher with a minimum of 6.0 in each module
 - d. PTE Academic score of 55 or higher overall, with no Communicative Skills sub-scores lower than 50 in each part,
 - e. MELAB with Speaking score of 81 or higher overall total score and minimum score of 3 on the speaking test is required as part of the application for an individual whose primary language is not English.

Transfer Students

1. For any student whose native language is not English will need to take one of the English language proficiency examinations listed below:
 - a. TOEFL iBT of 84 or higher total score with a minimum speaking score of 26
 - b. TOEFL PBT of 540 or high total score
 - c. IELTS Academic score of 6.5 or higher with a minimum of 6.0 in each module
 - d. PTE Academic score of 55 or higher overall, with no Communicative Skills sub-scores lower than 50 in each part,
 - e. MELAB with Speaking score of 81 or higher overall total score and minimum score of 3 on the speaking test is required as part of the application for an individual whose primary language is not English.

*Transfer credits will only be accepted from regionally-accredited colleges. Credits earned will be accepted on a case-by-case basis. Completion of challenge exams will be required for nursing courses at the discretion of the nursing faculty. The course must be comparable to the one offered by Mount Aloysius College. Coursework that has been completed seven (7) or more years previously may or may not be accepted as transfer credits.

**Students transferring between nursing programs within the department, refer to the Nursing Program Transfer within the Department of Nursing Policy.

Matriculation into the first Nursing course for Traditional and Transfer students:

1. Completion of 60 credit hours of the general education curriculum by July 1st prior to matriculation into first nursing course or hold a baccalaureate degree from an accredited college or university;
2. Demonstrate a minimum 2.5 CGPA on post-secondary education as verified by official transcript by time of matriculation into first nursing course;
3. Completion of all prerequisite science courses (CHEM100, BIOL201, BIOL202, BIOL210, BIOL112) with a minimum C grade (within the past 7 years); and
4. Demonstrate a CGPA of 2.5 in the prerequisite science courses.

Post-Baccalaureate Students

1. Apply for acceptance prior to January 15th for the upcoming Fall semester
2. For any student whose native language is not English will need to take one of the English language proficiency examinations listed below:
 - a. TOEFL iBT of 84 or higher total score with a minimum speaking score of 26
 - b. TOEFL PBT of 540 or high total score
 - c. IELTS Academic score of 6.5 or higher with a minimum of 6.0 in each module
 - d. PTE Academic score of 55 or higher overall, with no Communicative Skills sub-scores lower than 50 in each part,
 - e. MELAB with Speaking score of 81 or higher overall total score and a minimum score of 3 on the speaking test is required as part of the application for an individual whose primary language is not English.
3. Hold a baccalaureate degree from an accredited college or university at the time of application;
4. Demonstrate a minimum 2.5 CGPA on post-secondary education as verified by official transcript by July 1st prior to matriculation into first nursing course;
5. Completion of all prerequisite science courses (CHEM100, BIOL201, BIOL202, BIOL210, BIOL112) with a minimum C grade (within the past 7 years); and
6. Demonstrate a CGPA of 2.5 in the prerequisite science courses.

Readmission to the BSN Nursing Program

Students granted readmission to the BSN nursing program may be required to challenge* or retake nursing courses that were successfully completed at Mount Aloysius College within the past three (3) years prior to re-admission. Courses taken more than three years prior to readmission cannot be challenged and must be repeated. Skills remediation will be required for all clinical nursing courses previously completed.

Enrollment Requirements

Prior to the start of a clinical nursing course, the student must submit the following:

1. A completed health form, physical exam and required titers and immunizations;
2. Two-Step PPD or agency accepted equivalent;
3. Urine Drug screen from the start of the first clinical course. Additional urine drug screens may be required;

4. PA Criminal Background, FBI Fingerprinting and Child Abuse History Clearances; and
5. CPR Certification (American Heart Association Healthcare Provider or American Red Cross Professional Rescuer which includes Adult, Child, Infant and AED) within 30 days of the start of the semester.

Students who withdraw from the program must submit new PA Criminal Background Check, FBI Fingerprinting, and other documentation required by the college or clinical agencies.

Students must have health requirements confirmed by Health Services by **August 1st** for the fall semester and **January 1st** for the spring semester. ⁺The *Mount Aloysius College Department of Nursing Prohibitive Offense Policy* guides decisions related to background check findings. Health agencies have the right to deny employment or clinical experiences based on background checks.

**Students enrolled in the Department of Nursing must comply with the requirement of the Professional Nursing Law of Pennsylvania (Act of April 14, 1972, P.L. 233, No 64) known as "The Controlled Substance, Drug, Device and Cosmetic Act.

+With the exception of the Urine Drug Screen for students assigned to clinical at Conemaugh Memorial Medical Center.

Bachelor of Science in Nursing - RN-BSN Option

Applicants for the RN-BSN Professional Program in Nursing must meet the following admission criteria:

1. Be a graduate from an accredited Associate Degree or Diploma Program in Nursing as verified by an official transcript;
2. Have a cumulative grade point average of at least 2.0 on most recent post-secondary coursework; and
3. Have a current RN license issued in a state within the United States of America. If the applicant is not licensed, he/she may not enroll in any more than 12 NUBS credits. Students must obtain licensure by the end of their first semester of the RN-BSN program.

Reference:

Commonwealth of Pennsylvania State Board of Nursing (2022). Board approved English language proficiency (ELP) examinations.

<https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/Nursing/Documents/Board%20Documents/Board-Approved-English-Proficiency-Exams.pdf>

Reviewed: 3/23

Revised: 8/17; 7/19; 8/20; 7/22; 3/23

MOUNT ALOYSIUS COLLEGE* DEPARTMENT OF NURSING
MINIMUM FUNCTIONAL REQUIREMENTS POLICY**

Nursing practice requires that a person have certain functional abilities to provide safe and competent care. These are physical and mental attributes needed by a nurse to practice safely in terms of essential nursing functions, with or without reasonable accommodations. Therefore, all nursing students must satisfactorily meet the health requirements listed on the student health form obtained in the Office of Student Health Services. Essential physical abilities include:

- Gross and fine motor skills;
- Mobility, physical strength, and endurance;
- Ability to use senses (tactile, visual, auditory, olfactory); and
- Cognitive, including reading, arithmetic, analytical, and critical thinking, and ability to be interactive, communicative, and interpersonal relationships

In addition to these requirements, a student must demonstrate professionalism through the prompt completion of all responsibilities, and be able to function in high-stress environments.

Nursing Students are expected to demonstrate professionalism according to the ANA Standards of Nursing Practice. If a student does not meet minimum functional requirements, then the student will not be able to fulfill clinical requirements and must withdraw from the program. Reasonable accommodations may be needed to allow the student to perform essential nursing functions. Once enrolled in the program, a student must report any change in condition to the respective Department Chairperson. If the change is temporary, then a health professional's documentation is required stating any restrictions. A health professional's documentation will also be needed to readmit the student to unrestricted clinical practice. Regardless of temporary restrictions, all clinical objectives must be met to pass the clinical component of the course.

Reviewed: 5/05; 3/06; 5/07; 5/08; 5/10; 8/12; 5/13; 5/14

Revised: 5/09; 5/11; 8/12; 8/14; 8/16; 5/18; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
NSNA CODE OF ACADEMIC AND CLINICAL CONDUCT**

PREAMBLE

Students of nursing have a responsibility to actively promote the highest level of moral and ethical principles and to embody the academic theory and clinical skills needed to continuously provide evidence-based nursing care given the resources available. Grounded in excellence, altruism and integrity, the clinical setting presents unique challenges and responsibilities while caring for people in a variety of health care environments.

The Code of Academic and Clinical Conduct is based on an agreement to uphold the trust that society has placed in us while practicing as nursing students. The statements of the Code provide guidance for nursing students in the personal development of an ethical foundation for nursing practice. These moral and ethical principles are not limited to the academic or clinical environment and have relevance for the holistic professional development of all students studying to become Registered Nurses.

CODE OF ACADEMIC AND CLINICAL CONDUCT

As students who are involved in the clinical and academic environments, we believe that ethical principles, in adherence with the NSNA Core Values, are a necessary guide to professional development. Therefore, within these environments we:

1. Advocate for the rights of all patients.
2. Diligently maintain patient confidentiality in all respects, regardless of method or medium of communication.
3. Take appropriate action to ensure the safety of patients, self, and others.
4. Provide care for the patient in a timely, compassionate, professional, and culturally sensitive and competent manner.
5. Are truthful, timely and accurate in all communications related to patient care.
6. Accept responsibility for our decisions and actions.
7. Promote excellence and leadership in nursing by encouraging lifelong learning, continuing education, and professional development.
8. Treat others with respect and promote an inclusive environment that values the diversity, rights, cultural practices and spiritual beliefs of all patients and fellow healthcare professionals.
9. Collaborate with academic faculty and clinical staff to ensure the highest quality of patient care and student education.
10. Use every opportunity to improve faculty and clinical staff understanding of the nursing student's learning needs.
11. Encourage mentorship among nursing students, faculty, clinical staff, and inter-professional peers.
12. Refrain from performing skills or procedures without adequate preparation, and seek supervision and assistance when necessary.
12. Refrain from any deliberate action or omission in academic or clinical settings that create unnecessary risk of injury to the patient, self, or others.
13. Assist the clinical nurse or preceptor in ensuring that adequate informed consent is obtained from patients for research participation, for certain treatments, or for invasive procedures.
14. Abstain from the use of any legal or illegal substances in academic and clinical settings that could impair judgment.
15. Strive to achieve and maintain an optimal level of personal health.
16. Support access to treatment and rehabilitation for students who are experiencing impairment related to substance abuse and mental or physical health issues.
17. Uphold school policies and regulations related to academic and clinical performance, reserving the right to challenge and critique rules and regulations as per school grievance policy.

First adopted by the 2001 House of Delegates, Nashville, TN. Amended by the House of Delegates at the NSNA Annual Convention on April 7, 2017 in Dallas, TX. Reprinted with permission.

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
NURSING LABORATORY STUDENT POLICIES AND PROCEDURES**

Safety

- Students are not permitted in the nursing laboratories without the Simulation Staff or a nursing faculty member present.
- Any unusual event, including accident, injury, or illness, that occurs in the nursing laboratories must be reported immediately to the Simulation Staff or nursing faculty member.
- All students must practice within the safety guidelines at all times while performing skills in the nursing laboratories. The utilization of proper body mechanics when manipulating the mannequins and performing skills is required. The wheels of all equipment are to be locked during practice and after use. Students may not sit on beds, stretchers or wheelchairs unless practicing a particular skill that requires the use of this equipment.
- Anyone who has an allergy to latex materials or other substances used in the Nursing Laboratories must notify the Simulation Staff or faculty member who will be facilitating the lab experience immediately.

Professional Behavior

- Students will adhere to the Academic and Professional Integrity policy at all times.
- While participating in structured simulation activities, students will provide competent, safe nursing care and treat the simulator as if it were a real patient:
 - Students are expected to introduce themselves to their simulated patient and provide credentials;
 - Students will inform their simulated patient the plan of care, lab results, procedures, and medications as applicable;
 - Students will use professional communication throughout the simulation, including using SBAR(Q) for hand-off report and to update other members of the healthcare team;
 - Students will document any treatments, procedures, vital signs, and patient's response in the medical record;
 - Students are responsible for documenting all simulated medications given in the electronic medication administration record (eMAR)
 - While performing procedures, students will perform the skills as taught in nursing courses. Students are not to "pretend" to wash hands, use an alcohol swab, etcetera. Standard precautions will be maintained.
 - Students will use the dry erase board to communicate the plan of care.
 - During simulation lab experiences, students will support and guide peers in a positive, professional manner. (Refer to the Academic and Professional Integrity Policy). The use of foul language will not be tolerated.
- Bullying and aggressive behavior towards other students also will not be tolerated.
- Students will maintain confidentiality regarding simulation lab experiences, team member actions, and debriefing discussions at all times. Student performance during a simulation is not to be discussed outside of the course or classroom setting.
- Students will use the dry erase board to communicate the plan of care.
- By participating in a simulation, the student is acknowledging and agreeing to be recorded. Recorded video will be used for debriefing and educational purposes.

Nursing Laboratory Equipment/Supplies Maintenance

- Students are not permitted in computer control areas.
- Equipment or supplies may not be removed from the Nursing Laboratories.
- Nurse Packs - Students will receive a Nurse Pack at the beginning of their first semester enrolled in Nursing. All students are responsible for the maintenance of the contents in the Nurse Packs for nursing lab experiences. Students are to bring their Nurse Packs to lab activities and to

practice skills. A replacement fee is assessed for lost or misplaced Nurse Packs.

- Student behaviors of forgetting their Nurse Packs or coming unprepared for an assigned clinical lab activity will be documented by faculty on an Anecdotal Record form.
- Students are to be knowledgeable in the care, handling, and proper use of equipment prior to using it in the nursing laboratory. Equipment and supplies are to be used safely and for their designed purposes.
- Students are to report malfunctioning or damaged equipment and supplies to the Simulation Staff immediately.
- Misuse of any equipment or supplies by a student will result in dismissal of that student from the nursing laboratory.
- Absolutely no ink pens, markers, liquids or staining substances (iodine, betadine) are permitted on or near mannequins. Only **mannequin approved lubricant** will be used for practicing skills that require lubricant.
- Students will be held responsible for damage to the equipment or supplies that occur as a result of failure to follow the Nursing Laboratory Policies and Procedures.

Nursing Laboratories – General Information

- Food or drink is permitted only in designated spaces in the nursing laboratories.
- Cell phones and electronic devices are permitted only with the instructor's permission. (Refer to Social Media Policy).
- Students are not permitted to use the simulation mannequins without supervision.
- Only air (no liquids) may be injected into the mannequin arm and leg pads.
- All sharps will be disposed of in the approved receptacles (sharps containers) which are mounted on the walls in each nursing laboratory. Notify the Simulation Staff or nursing faculty member if a sharps container is full. Do not dispose of trash in the sharps containers.
- All students shall practice proper hand hygiene to keep mannequins and equipment clean and to decrease cross-contamination. Standard precautions will be utilized during all nursing lab experiences.
- Mannequins should be covered after use and left in the beds they occupy.
- After use, all linens on the bed must be straightened and maintained neatly.
- Return all supplies to the appropriate areas.
- Return all equipment to the appropriate storage areas.
- Keep the desk areas clean.
- Chairs should be pushed in and organized.
- Place soiled linen in the hamper. Please re-fold clean linens that can be reused and place in appropriate storage cabinet.
- Organize supplies utilized on tables and in cabinets.

Nursing Laboratory Dress Code

- Nursing uniforms are required for all students participating in required nursing lab activities. Students will adhere to the Clinical/Lab Dress Code Policy found in the Department of Nursing Student Handbook.

Open Practice Labs

- Open Labs will be scheduled for supervised student skills practice.
- Students must make an appointment with the Simulation Staff or faculty for individual and group skill practice sessions. The student will indicate which skills they want to practice.
- Nursing uniforms are not required for open practice lab sessions.

Reviewed: 8/12; 5/13; 5/14; 5/15; 3/23

Revised: 8/13; 08/14; 5/15; 8/16; 3/18; 3/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
NURSING PROGRAM TRANSFER WITHIN THE DEPARTMENT OF NURSING**

Students wishing to transfer between undergraduate nursing programs will have a full academic course review prior to being accepted to the new program.

Associate of Science in Nursing 2+2 to Prelicensure Baccalaureate Nursing Program (Traditional 3.5 years)

Students who were accepted into the Associate Degree of Nursing 2+2 program will need to meet the following requirements to transfer into the professional portion of the Pre-licensure Baccalaureate of Nursing Program.

1. Demonstrate a minimum of 2.5 CGPA on post-secondary education as verified by a degree audit.
2. Completion of 60 credit hours of the general education curriculum by July 1st prior to matriculation into the first nursing course.
3. Completion of all prerequisite science courses with a minimum C grade.
4. Demonstrate a CGPA of 2.5 in the prerequisite science courses (CHEM 100 or 101, BIOL 112, BIOL 201, BIOL 202, BIOL 210).

Students who meet the above criteria may matriculate into the 1st semester of nursing courses their junior year dependent on space availability. Students who were previously successful in NUAS 130 Theory and Clinical will need to take and successfully receive a Level 2 on the proctored ATI Fundamentals Content Mastery Assessment as well as complete a skills challenge. Fees will be assessed for these challenge exams as per the challenge exam policies. Students will need to meet all other admission requirements (as noted above) prior to entering the Nursing courses with a July 1st deadline.

Prelicensure Baccalaureate Nursing Program to Associate of Science of Nursing 2+2

Students accepted into the Prelicensure Baccalaureate of Nursing program who wish to transfer into the Associate of Science of Nursing 2+2 will need to meet the following requirements to transfer into the Associate of Science of Nursing 2+2 program:

1. Demonstrate a minimum 2.0 cumulative GPA on the most recent transcript from the PLBSN program.

Transfer of Nursing Courses from the Prelicensure Baccalaureate of Nursing Program to the Associate of Science of Nursing 2+2 Program.

Transferring students who meet the matriculation requirements as stated above will have transcripts evaluated on an individual basis depending on previous successful course completion in the PLBSN curriculum. Students may challenge the following courses if they have successfully completed a similar course in the PLBSN Program.

Course transfers for ASN curriculum

1. To challenge out of NUAS 130 Adult Nursing I theory, lab, and clinical, the student must have obtained a final grade of C or better in NUR 320 Foundations of Professional Nursing and NUR 315 Pharmacology Basics, successfully obtain a Level 2 on the proctored ATI Fundamentals Exam, and successfully complete a clinical skills challenge.
2. To challenge NUAS 220 Nursing Pharmacology theory, the student must obtain a final grade of C or better in NUR 315 Pharmacology Basics, NUR 335 Pathopharmacology I, and NUR 405 Pathopharmacology II and successfully obtain a Level 2 on the proctored ATI Pharmacology Content Mastery Assessment.
3. To challenge NUAS 240 Nursing Care of the Family theory and NUAS 240 Nursing Care of the Family clinical, the student must have obtained a final grade of C or better in NUR 415 and NUR 355 and obtain a Level 2 on the proctored ATI RN Maternal Newborn and ATI RN Nursing Care

of Children Content Mastery Assessments. Student will also have to be successful on skills challenge.

4. To challenge NUAS 275 Mental Health Nursing theory, the student must obtain a final grade of C or better in NUR 345 Psychosocial Integrity: Behavioral and Mental Health and successfully obtain a Level 2 on the proctored ATI RN Mental Health Content Mastery Assessment.

Course transfers for RN to BSN curriculum

1. If the student obtains a final grade of a C or better in NUR 310 Nursing Health Assessment, the course will transfer as NUBS 302 Health Assessment in the RN to BSN Program.
2. If the student obtains a final grade of a C or better in NUR 365 Nursing Research, the course will transfer as NUBS 305 Intro to Research in the RN to BSN Program.

Original: 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
PA. STATE BOARD OF NURSING - REQUIREMENTS FOR RN-LICENSURE**

The Associate of Science in Nursing Program and Traditional/Second Degree BSN Program is approved by the Pennsylvania State Board of Nursing.

Students enrolled in the Mount Aloysius College Nursing program must comply with the requirements of the Professional Nursing Law of Pennsylvania which is available on the website:

<https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/Nursing/Pages/Nursing-Guide.aspx#>

Select RN Law

Reviewed: 08/13; 5/14; 8/15; 8/16; 7/19
Revised: 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
POLICY REVIEW PROCEDURE**

All Department of Nursing policies and procedures are reviewed and revised every two years (biennially) or as necessary by the Policy and Procedure Committee. Faculty have the opportunity at monthly NFO meetings to present concerns, questions, and recommendations regarding policies and procedures. The Department of Nursing Policy and Procedure Committee coordinates the review of policies and may identify policies that need to be reviewed on an annual basis.

Students are invited to present student concerns, questions, and recommendations regarding policies and procedures through the Nursing Student Organization and student representatives at Student Advisory Board meetings.

Students are required to review all policies and procedures at the beginning of each semester. All students are expected to read each policy and procedure, clarify any questions or concerns, and adhere to the policies and procedures for the current academic year.

Reviewed: 5/05; 3/06; 5/08; 5/09; 5/11; 8/12; 5/13; 5/14; 5/15; 8/16; 11/21; 5/23
Revised: 5/07; 5.10; 8/12; 8/14; 5/15; 8/18; 7/19

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
PHOTO/VIDEO CONFIDENTIALITY AND USE POLICY**

Mount Aloysius College simulation experiences are viewed via live stream and may be recorded for educational and debriefing purposes. Video recordings, if utilized, are only viewed within the Mount Aloysius College environment.

For learners, details of the simulation experience are not to be shared outside debriefing. Learners are not to discuss the performance of other learners outside the simulation learning environment. Learners are not permitted to audio or video record any simulation experiences on their own personal devices.

For leadership, facilitators, faculty and staff, Details of learner simulation performances should be shared only with those directly involved in the learning experience. Recordings for summative evaluations will be maintained on a secure storage system for one academic year after initial recording

If recordings are requested for use outside Mount Aloysius College School of Nursing, the following guidelines apply:

- All recordings are the property of the Mount Aloysius College. Any attempts to copy, distribute, or use without authorized written consent may result in disciplinary action. Outside individuals who wish to capture student simulation experiences through videotaping or audio recording need to have written consent from the Dean of the School of Nursing and Director of Nursing & Health Technologies. This includes, but is not limited to, marketing videos, social media, videos needed for “presentation purposes”, and/or personal projects.

Adapted from: Regional RISE Center. (2015, December 4). Retrieved from Video Recording Confidentiality and Use: <http://risecenter.rmu.edu/>

Simulation/Lab Photo/Video Student Agreement

I have read the *Photo/Video Confidentiality & Use Policy*, understand and agree to the *Photo/Video Confidentiality & Use Policy*. I understand that failure to consent may result in difficulty in achieving the learning objectives and that an alternate experience may or may not meet the learning objectives. I certify that my signature on this consent form gives permission to Mount Aloysius College the full right to use my photograph(s), videotaped image and sound byte in its marketing, public relations, promotional or instructional efforts including simulation. I willingly agree to have my photograph(s), videotaped image, sound byte is taken knowing that it could be used in various publications.

I accept

I deny

Name:

Signature:

Date:

Original: 1/19
Revised: 1/20; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
PRECEPTOR POLICY/PROCEDURE FOR BACHELOR OF SCIENCE**

Students in the pre-licensure Bachelor of Science program will engage in a supervised clinical immersion experience in a chosen practice that extends and complements prior coursework in nursing. This senior-level clinical course will emphasize integrating and applying theory and evidence-based practice necessary to transition to professional nursing practice.

Preceptor Selection

Students will receive a survey in the spring of their junior year inquiring the students top three clinical areas/specialties of choice, top three clinical locations/facilities/hospitals of choice, and if they have anyone willing to serve as a preceptor who is not a family member/relative or friend. Once affiliation agreements have been confirmed or made with the facility, the clinical requests will be sent to the facilities and units of the student's choice to obtain a willing baccalaureate-prepared registered nurse with at least 2 years of nursing experience.

Preceptor Agreements

Once the preceptor has agreed to take on the responsibility, the prospective preceptor will receive the Guidelines and Agreement for Preceptors via an electronic signature document. This document will be required to be returned to the BSN Program Chairperson by no later than August 31st.

Preceptor Handbook

Once the preceptor agreements have been signed and returned, the course faculty will set up a virtual conference with the preceptors to discuss the preceptor handbook. During this meeting the preceptor will receive the name of the student they will be precepting. The Preceptor Handbook will have a copy of the course syllabi, a copy of the Preceptor Agreement, and a copy of the Student Rules and Responsibilities. Student mid-term and final evaluations are also included.

Preceptor Touch Points

The course faculty and preceptor will have at minimum three touch points during the experience. The first touch point will be during the preceptor virtual conference. The second touch point will be during a clinical site visit. The third touch point will be when the experience is over and the preceptor and course faculty have either a virtual conference or email communication to discuss the experience. Additionally, a survey will be provided to the preceptors to evaluate the precepting experience.

Preceptor Communication

Preceptors are encouraged to contact course faculty throughout the experience with any questions or concerns. Preceptors will be provided course faculty contact information to include phone numbers to allow for immediate contact if needed.

Original: 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
PRESCRIPTIVE ENRICHMENT PROGRAM (PEP)**

The Prescriptive Enrichment Program (PEP) is a Department of Nursing student support program designed for early recognition and intervention for students experiencing difficulties in academic performance. The program consists of 3 major components:

1. Academic advisor
2. Access and referral to various Mount Aloysius College sponsored student resources
3. Nursing course-specific instructor lead group sessions, supplemental learning activities

Purpose of the prescriptive enrichment plan form

The prescriptive enrichment plan is a tool for referring the student to the recommended or required activities supporting student success. The prescriptive enrichment plan form is to be completed by the academic advisor or course faculty in collaboration with the student.

Initiation of the prescriptive enrichment plan

A prescriptive enrichment plan is recommended for:

1. Students who were unsuccessful in a nursing course and are repeating the course
2. Nursing students with less than a 75% exam score or failing grade at midterm in a nursing course
3. When an academic, clinical, and/or lab concern arises at any point in the semester
4. When a student transfers from one pre-licensure program to another within the department of nursing

Student notification

Students whose appeal has been granted will:

1. Receive a letter from the Program Chairperson specifying that they meet with them within the first week of the semester
2. Meet with their academic advisor within the first week of the semester to develop/review or revise a prescriptive enrichment plan
3. Schedule ongoing advisor meetings throughout the semester. The frequency of the advisor meetings is to be determined at the initial advisee/advisor meeting

Documentation

Upon initiation of the PEP, the student receives a paper copy of the document. The original document will be filed in the student's file in the Nursing Office and/or will be uploaded into the student success management system (i.e. Navigate).

It is the responsibility of the academic advisor and/or course faculty to contact any student repeating a nursing course, having a grade less than 75% exam score, failing grade in class or clinical/lab at midterm and/or student transfers from one pre-licensure program to another for a meeting to initiate a PEP plan. All nursing students are encouraged to take advantage of any of the resources offered.

Reviewed: 5/13; 5/14; 8/16; 11/21
Revised: 9/13; 8/14; 7/19; 7/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING**
PRESCRIPTIVE ENRICHMENT PLAN

Student Name: _____ Date: _____

Based on the student's individual needs, the following are recommended to support student success:

Activity	Additional Notes
<p><u>College Resources - check all that apply: 886-6566</u> <u>(Scheduled via the student success management system (i.e. Navigate))</u></p> <p><input type="checkbox"/> Peer Supplemental Instruction</p> <p><input type="checkbox"/> Center for Student Success</p> <p><input type="checkbox"/> Professional Tutor for Writing (Learning Commons)</p> <p><input type="checkbox"/> Professional Tutor for Science (Learning Commons)</p> <p><input type="checkbox"/> Professional Tutor for Math (Learning Commons)</p> <p><input type="checkbox"/> Peer Tutor</p> <p><input type="checkbox"/> Other: _____</p>	
<p><input type="checkbox"/> <u>*Instructor Led Group Study Sessions</u> Weekly sessions with a student input focus that may include course content review; practice and review of NCLEX questions; case studies, etc.</p>	Scheduled weekly sessions per course calendar
<p><u>Nursing Specific Resources - check all that apply:</u></p> <p><input type="checkbox"/> Individual appointments with Course/Level faculty to clarify course material or exam review</p> <p><input type="checkbox"/> Nursing skills or lab / Simulation (Sim Coordinator)</p> <p><input type="checkbox"/> Other: _____</p>	

Student Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

Orig: 1/13
 Reviewed: 05/15, 9/22
 Revised 9/13; 5/14; 05/15, 8/16, 1/17, 9/22; 3/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
PROHIBITIVE OFFENSE POLICY / BACKGROUND CHECKS**

Policy

Mount Aloysius College Department of Nursing will follow an established procedure for the review of background check findings, criminal records, and child abuse history for candidates entering one of its nursing programs.

Definitions

- **Criminal record:** Any history or conviction of a misdemeanor or felony crime.
- **Pending charges:** Any criminal charges as yet unresolved by the courts.
- **Court documents:** Original source documents identifying the outcome of any criminal charge and/or conviction.
- **Background check:** The process required by Mount Aloysius College Nursing for admission into any clinical or practicum course component, to include PA State Police Criminal Record Check, PA Child Abuse, History Clearance and FBI Background check.
- **Findings:** Any indication that there has been a record of possible criminal charges regardless of their nature.
- **Conviction:** Being convicted, pleading guilty or entering a plea of nolo contendere, or receiving probation without verdict, accelerated rehabilitative disposition (ARD) or receiving any other disposition (excluding acquittal or dismissal) for any criminal offense.
- **Prohibitive offense list:** List of offenses that indicate a student is not qualified to enter the Nursing Program.

Procedure

1. Students must undergo a complete background check prior to entering any nursing course requiring a clinical or practicum experience;
2. Results of the background check must be received before the student enters any course requiring a clinical or practicum experience;
3. Prelicensure nursing students will be contacted by the Office of Health Services to register for an online account with CastleBranch and upload all required documents;
4. Background checks with identified findings will be reviewed by the Department of Nursing and Health Sciences Dean or designee. Depending upon the nature of the findings, the student may be asked to submit court records for review; and
5. Students must have all clearances completed by the deadline set forth by the Department of Nursing.

The Department of Nursing uses Act 169-1996: Amendment to the Older Adult Protective Services Act (OAPSA): The Controlled Substance, Drug, Device and Cosmetic Act of April 14, 1972 (P.L., 233, No.64): Child Protection Laws, the Pennsylvania Department of Education: and the standards of clinical sites for the program as a guideline for evaluating if a student can be cleared for entry into or progression in pre-licensure nursing courses.

A student with any conviction or pending charge on the Prohibitive Offenses List (see Attachment A) is not eligible for entry or continuation in the nursing program. The Department of Nursing reserves the right to consider additional offenses not contained in the Prohibitive Offenses List in their decision for admission or progression within the pre-licensure nursing program. Other offenses not on the prohibitive list will be considered in admission decisions (see Attachment B)

Falsification of an application or any information related to a conviction will disqualify a student from

admission and/or continuation in any Mount Aloysius College Nursing program. Failure to disclose a criminal record or charge will result in dismissal from the program.

A student with a conviction or convictions is responsible for contacting the appropriate licensure or credentialing board to investigate eligibility and employability in the event that there are findings on their background check. Admission and/or completion of the Mount Aloysius College Nursing Program, despite findings on the background check, does not guarantee licensure eligibility and/or employment.

A decision by Mount Aloysius College to admit a student to a nursing program despite findings on the background check does not guarantee that a student will be able to participate in experiences at a clinical site. Clinical sites apply their own standards for evaluating whether or not students are eligible to undergo a clinical experience at their facility, and Mount Aloysius College accepts no liability for a student's rejection by a clinical facility.

A student will be notified in writing by the Department of Nursing if findings from the background check result in a decision to deny or rescind admission to one of its pre-licensure programs.

Reviewed: 5/07; 5/08; 5/09; 5/11; 8/12; 5/13; 10/13; 5/14; 8/16; 11/17; 7/19

Revised: 5/05; 3/06; 5/10; 5/11; 8/12; 01/14; 02/14; 11/17; 7/19; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
SOCIAL MEDIA POLICY**

Introduction

Social Media is defined broadly as a blending of technology with social interaction that includes a wide variety of tools and formats, such as: blogs, social networks, wikis, video sharing, and other Web 3.0 applications. Social Media is an effective and accepted form of communication that warrants safeguards to prevent misuse and abuse. Social media tools and formats may include, but are not limited to, blogs, discussion boards, list serves, electronic media sharing, collective intelligence tools, podcasts, vodcasts, RSS feeds, social networks, text messaging, chats, video sharing, streaming, wikis, and virtual worlds.

Definitions

1. Blog – Short for “Web log”, a site that allows an individual or group of individuals to share a running log of events and personal comments with an online audience
2. Electronic Media – Non-computing devices, such as flash memory drives, CDs, DVDs, tapes, hard disks, internal memory, cloud computing, and any other interchangeable, reusable, and/or portable electronic storage media (1) on which electronic information is stored, or (2) which are used to move data among computing systems.
3. Artificial and Collective Intelligence Tools – knowledge and understanding that emerges from groups of people. (Including but not limited to: Wiki, Web 3.0, Office Suites, Sharing media, social bookmarking, and sharing websites.)
4. List serves – also list server; a program that handles subscription requests for a mailing list and distributes new messages, newsletters, or other postings from the list's members to the entire list of subscribers as they occur or are scheduled.
5. Podcast – A collection of audio messages distributed over the Internet, often using syndicated feeds, for playback on portable media players and personal computers. Vodcast – a collection of video and audio messages distributed over the Internet. Although podcast and video cast are often referred to as podcast, they are in different file formats.
6. SS feeds or Syndication feeds – A family of different formats used to publish updated content such as blog entries, news headlines, or podcasts and feed this information to subscribers via email or by an RSS reader. This enables users to keep up with their favorite Websites in an automated manner that’s easier than checking them manually.
7. Social Media – includes but not limited to blogs, podcasts, discussion boards, social networks, multimedia, and news sites that are accessible to internal (to Mount Aloysius College) and external (personal) audiences.
8. Social Networks – web-based services, such as but not limited to: MySpace, Facebook, Cyworld, Twitter, Snapchat, and Instagram that allow individuals to (1) construct a public or semi-public profile within a bounded system, (2) articulate a list of other users with whom they share a connection, and (3) view and traverse their list of connections and those made by others within the system.
8. Text Messaging – also known as “texting” or short message service (SMS); it is an electronic typed message sent over a cellular network from one cell phone user to another.
9. Web 3.0 – the term given to describe a second generation of the World Wide Web that is focused on the ability for people to collaborate and share information online.
10. Wiki – allows users to create, edit, and link Web pages easily; often used to create collaborative Web sites (called “Wikis”) and to power community Websites.
11. Video sharing – a website that allows users to upload and share video clips with the public as a whole or on an individual basis, (i.e. YouTube, Google Apps, Tik Tok).
12. Virtual Worlds – immersive and engaging environments that encourage active participation and learning.

Guidelines

This policy is developed to provide guidance for the use of social media technologies, both internal and external to Mount Aloysius College and the Department of Nursing. The intent is that through this policy these systems are used appropriately and lawfully in accordance with all other Mount Aloysius College Social Media policies and procedures.

As a nursing student, one agrees to **NOT**:

1. Violate any local, state, federal, and international laws and regulations, including but not limited to copyright and intellectual property rights laws regarding any content the student sends or receives. Plagiarism applies online, as well;
2. Transmit any material (by uploading, posting, email, or otherwise) that is unlawful, disruptive, threatening, profane, abusive, harassing, embarrassing, tortuous, defamatory, obscene, libelous, or is an invasion of another's privacy; is hateful or racially, ethnically, or otherwise objectionable as solely determined by Department of Nursing and/or administration of Mount Aloysius College;
3. Impersonate any person or entity, falsely state or otherwise misrepresent one's affiliation with a person or entity;
4. Transmit any material (by uploading, posting, email, or otherwise) that infringes any patent, trademark, trade secret, copyright or other proprietary rights of any party
5. Transmit any unsolicited or unauthorized advertising (by uploading, posting, email, or otherwise), promotional materials, "junk mail", "spam", "chain letters", "pyramid schemes", or any other form of solicitation;
6. Transmit any material (by uploading, posting, email, or otherwise) that contains software viruses, worms, disabling code, or any other computer code, files, or programs designed to interrupt, destroy, or limit the functionality of any computer software or hardware or telecommunications equipment; harass another; or collect or store, or attempt to collect or store, personal data about third parties without their knowledge or consent;
7. Transmit (by uploading, posting, email, or otherwise) any patient information, photos, or engage in any clinical discussions. HIPAA laws apply to social media applications and shall not be violated;
8. Violate confidentiality of system accounts, passwords, personal identification numbers (PINs), and other types of authentication assigned to individual users. These must be maintained, protected, and not shared with others;
9. Use college logos and trademarks without written consent from the Mount Aloysius College Department of Marketing and Public Relations; or
10. Violate FERPA by discussing grades with others.

Internal social media technologies may be monitored by the College and any violation of the above policy is subject to immediate warning for dismissal or immediate dismissal for an egregious offense as applicable under the program dismissal policy of the Department of Nursing and/or Mount Aloysius College administration.

Reviewed: 5/11; 8/12; 5/13; 5/14; 11/21

Revised: 8/16; 4/18, 3/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
STANDARDIZED ASSESSMENT OF STUDENT LEARNING POLICY**

The Department of Nursing of Mount Aloysius College has adopted a national standardized comprehensive assessment and remediation package.

Proctored Test Administration

The ultimate goal of the Mount Aloysius College Nursing Program is to enhance the student’s ability to achieve the ASN or Prelicensure BSN program objectives and successfully pass the NCLEX licensure exam. A level 2 proficiency or higher on the Content Mastery Assessment is recommended for students to achieve for minimum proficiency in the content. Students not achieving a Level 2 proficiency on proctored assessments are permitted one retake. Point allocation for proctored standardized assessments in all nursing courses is as follows:

Level of Proficiency Earned	Points possible	Points Earned
Level 3	20	20
Level 2	20	20
Level 1	20	15
< Level 1	20	10

Specific dates for administration of proctored assessments and retakes will be identified on the course calendar. All dates are subject to change at the discretion of the course instructor. Students will be notified of any/all date changes. All students are required to take the content mastery assessments when scheduled. Students who are absent on the scheduled dates are responsible for initiating arrangements to take the secured exam within two (2) business days upon return to school. The content mastery assessments are to be completed within **five (5) business days** of returning to school. If a student does not complete the content mastery assessments nationally standardized secured test, zero (0) points will be given. Students have the opportunity to retake each assessment one time, the highest grade will be recorded.

* Comprehensive predictor assessment not included in above grading scale. Students are expected to obtain a 95% probability of passing the NCLEX-RN.

Student Responsibilities:

The student will:

1. Adhere to the guidelines and policies of the content mastery assessments.
2. Review individual syllabi for detailed information related to content mastery assessments secured testing criteria.
3. Review course materials, textbooks, and the content mastery modules prior to the administration of the secured exams.
 - a. In the event that the material, textbooks, and practice tests are updated during the program, students have access to the updated versions of the material in electronic format.
4. Take the online practice tests associated with the most recent test plan and complete remediation activities that will enhance the individual student’s knowledge on the material.
5. Take the most recent proctored exam as it correlates to the current NCLEX blueprint.

Reviewed: 5/05; 5/11; 8/12; 8/13; 5/14; 5/15

Revised: 5/06; 5/07; 5/08; 5/09; 5/10;5/11; 8/13; 8/14; 5/15, 8/16; 5/18; 10/18; 7/19; 6/21; 7/22; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
STUDENT RECORD POLICY**

The official college transcript is the permanent student record of all clinical, lab, and theoretical experience and achievement. It is kept in secured electronic files in the office of the Registrar as per their policy.

The official student health record is maintained in secured electronic files in the Mount Aloysius Health Services Department for a period of 7 years following the completion of the program.

The contents of student records are confidential. In accordance with Pennsylvania State Board of Nursing Code § 21.123:

1. Students shall have access to personal records as defined by federal and state legislation
2. No information may be released from a student's record without permission of the student

Reviewed: 4/04; 5/05; 3/06; 5/08; 5/09; 5/10; 5/11; 8/12; 8/13; 5/14; 1/18; 11/21

Revised: 5/07; 8/12; 8/16; 1/18; 7/19; 4/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
STUDENT REPRESENTATION**

Student representation provides a means for students to participate in the continuous improvement and evaluation of the Nursing Program. The Department of Nursing encourages and supports involvement and input from the students.

Procedures:

1. The Student Advisory board is be comprised of peer-elected student representatives from each Nursing program. Advisory Board meetings are open to all students in the nursing programs.
2. A representative from the Nursing Department will facilitate the meetings.
3. A minimum of two meetings per semester will be held. Additional meetings may be requested.
4. Student representatives are responsible for communicating meeting dates and reporting back to the student body.

Reviewed: 4/04; 5/05; 5/08; 5/09; 5/10; 5/11; 8/12; 5/13; 5/14; 8/16

Revised; 3/06; 5/07; 5/11; 8/13; 8/14; 7/19; 5/23

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING**
APPENDIX A
Prohibited Offenses Contained in Act 14

Prohibitive Offenses Contained in Act 14 of 1997 (set forth in 63 P.S. § 675)
§483.13(c) (1) (ii) and (iii)

Homeland is federally required to ensure the healthcare and safety of our Residents, Patients, and Clients. We are also required to ensure the protection of personal and property rights of our Residents, Patients, and Clients while in our care.

In no case shall Homeland Center or any of its departments make an offer of employment to any person if the applicant's criminal history record information indicates a conviction of any of the following offenses listed below. Homeland also maintains the right to deny employment if it is determined that actions by a court of law against the individual **(and not included on this list)** leave the person unsuited to work in a nursing home, home health, home care, or hospice related setting and/or position.

1. An offense designated as a felony under the act of April 14, 1972 (P.L. 233, No. 64), known as "The Controlled Substance, Drug, Device and Cosmetic Act." (See 35 P.S. § 780-101 et seq.). These offenses may be designated as "CS" on a criminal rap sheet.
2. An offense under one or more of the following provisions of Title 18 of the Pennsylvania Consolidated Statutes below.
3. A Federal or out-of-State offense similar in nature to those crimes listed under paragraphs (1) and (2).

Offense Code	Prohibitive Offense Description	Type/Grading of Conviction
CC2501	Criminal Homicide	Any
CC2502	Murder	Any
CC2503	Voluntary Manslaughter	Any
CC2504	Involuntary Manslaughter	Any
CC2505	Causing or Aiding Suicide	Any
CC2506	Drug Delivery Resulting in Death	Any
CC2507	Criminal Homicide of Law Enforcement Officer	Any
CC2702	Aggravated Assault	Any
CC2901	Kidnapping	Any
CC2902	Unlawful Restraint	Any
CC3121	Rape	Any
CC3122.1	Statutory Sexual Assault	Any
CC3123	Involuntary Deviate Sexual Intercourse	Any
CC3124.1	Sexual Assault	Any
CC3125	Aggravated Indecent Assault	Any
CC3126	Indecent Assault	Any
CC3127	Indecent Exposure	Any
CC3301	Arson and Related Offenses	Any
CC3502	Burglary	Any
CC3701	Robbery	Any
CC3901	Theft	1 Felony or 2 Misdemeanors
CC3921	Theft by Unlawful Taking	1 Felony or 2 Misdemeanors
CC3922	Theft by Deception	1 Felony or 2 Misdemeanors
CC3923	Theft by Extortion	1 Felony or 2 Misdemeanors
CC3924	Theft by Property Lost	1 Felony or 2 Misdemeanors
CC3925	Receiving Stolen Property	1 Felony or 2 Misdemeanors
CC3926	Theft of Services	1 Felony or 2 Misdemeanors
CC3927	Theft by Failure to Deposit	1 Felony or 2 Misdemeanors
CC3928	Unauthorized Use of a Motor Vehicle	1 Felony or 2 Misdemeanors
CC3929	Retail Theft	1 Felony or 2 Misdemeanors
CC3929.1	Library Theft	1 Felony or 2 Misdemeanors
CC3929.2	Unlawful Possession of Retail or Library Theft Instruments	2 Misdemeanors
CC3929.3	Organized Retail Theft	1 Felony or 2 Misdemeanors
CC3930	Theft of Trade Secrets	1 Felony or 2 Misdemeanors
CC3931	Theft of Unpublished Dramas or Musicals	1 Felony or 2 Misdemeanors
CC3932	Theft of Leased Properties	1 Felony or 2 Misdemeanors
CC3934	Theft from a Motor Vehicle	1 Felony or 2 Misdemeanors
CC4101	Forgery	Any
CC4114	Securing Execution of Document by Deception	Any
CC4302	Incest	Any
CC4303	Concealing Death of a Child	Any
CC4304	Endangering Welfare of a Child	Any
CC4305	Dealing in Infant Children	Any
CC4952	Intimidation of Witnesses or Victims	Any
CC4953	Retaliation Against Witness or Victim	Any
CC5902B	Promoting Prostitution	Felony
CC5903C or D	Obscene and Other Sexual Materials and Performances	Any
CC6301	Corruption of Minors	Any
CC6312	Sexual Abuse of Children	Any

Any two Misdemeanor convictions for offenses CC3901 thru CC3934 in any combination is prohibited.

Revised 12/24/2019

Pennsylvania Child Abuse History Clearance

Any finding on the Pennsylvania Child Abuse Clearance and / or FBI Clearance which indicated the individual may not work with children is considered a prohibitive offense.

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
APPENDIX B**

Other Offenses Considered in the Admission Decision

Includes, but is not limited to:

DUI (2 or more within 5 years)	Fraud
Shoplifting	Extortion
Bribery	Stalking
Harassment	Simple Assault
Abuse or Neglect	Violation of a Protection From Abuse Order
Weapons	Hate Crimes
Terrorism/Terroristic Threats	Prostitution
Possession and /or Distribution of a Controlled Substance	Possession of Drug Paraphernalia
Any Other Felony Drug Conviction	Falsification of Any Legal Document/Record
On campus infractions	

Reviewed: 8/12; 1/13; 5/14; 8/15; 5/23

Revised: 10/13; 8/15; 8/16

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
APPENDIX C**

DEFINING TERMINOLOGY

- **Caring**
A culture of caring is a fundamental part of the nursing profession and characterizes our concern and consideration for the whole person, our commitment to the common good, and our outreach to those who are vulnerable. A caring perspective highlights each person as unique and valued, so caring is always specific and relational for each nurse- patient encounter. Caring involves thinking and acting in ways that preserve human dignity.

- **Holistic Care**
Holistic care recognizes the patient as the source of control in providing coordinated care based on respect for patient's preferences, values and needs. Holistic nursing embraces all nursing practice that involves healing the whole person from birth to death. Nurses respect the individual's subjective experience about health, health beliefs, and values. To become therapeutic partners with individuals, families, and communities, nurses rely on nursing knowledge, theories, research, expertise, intuition, and creativity. Holistic nursing care allows nurses to examine the complete person when making healthcare decisions.

- **Diversity**
Nurses care for patients from many races, ethnicities and cultures. An understanding of diversity is needed in providing care. Diversity means recognizing differences among persons, ideas, values and ethnicities, while affirming the uniqueness of each. A culture of diversity embraces acceptance, respect and justice, and encompasses an understanding of ourselves and each other. Each individual is unique with individual differences which can be along the dimensions of race, ethnicity, gender, sexual orientation, socioeconomic status, age, physical abilities, religious beliefs, political beliefs, or other ideologies.

- **Integrity**
Integrity means that you respect the dignity and moral wholeness of every person without condition or limitation. A culture of integrity is evident when organizational principles of open communication, ethical decision making, and humility are encouraged, expected, and demonstrated consistently. Moral courage is required of all nursing professionals. Nurses with moral courage understand that there may be undesirable consequences for their actions, yet realize that maintaining a high level of integrity is more important than avoiding these consequences. The nurse integrates integrity in all areas of practice and maintains the trust that society has in the nursing profession.

- **Ethical/Legal**
Ethics is a systematic study of right and wrong conducted in situations that involve issues of values and morals. Legal concepts are equally important as ethics concepts in forming a framework for practice in health care settings. Laws in each state are instrumental in defining the scope of nursing practice. Ethical/Legal decisions involve reflective consideration of personal, societal, professional values, principles, laws and codes that shape nursing practice. Ethical/Legal decision making requires applying an inclusive, holistic, and systematic process for identifying and synthesizing moral and legal issues in health care and nursing practice.

- **Health Promotion** includes prevention of illness, such as immunizations of patients, screening for communicable diseases and control of the transmission of infection. Preventative care also

involves educating patients regarding lifestyle practice in order to prevent illness. Health promotion is concerned with expanding the individual's capabilities to live fuller and more satisfying lives.

- **Health Maintenance** includes preservation of the health status of an individual. The patient in this category will need ongoing care because of threats to optimum health. These patients need rehabilitative services or may have chronic disease that needs constant monitoring. Patients can be in any age group.
- **Health Restoration - Acute/Simple** encompasses patients who are generally healthy but have an alteration leading to diagnostic testing, injury or illness. These patients generally have an acute health alteration involving one system. This category also includes patients with complications related to pregnancy and childbirth.
- **Health Restoration – Acute/Complex** includes patients who are experiencing an acute illness but also have a previous chronic illness. The chronic illness may or not be related to the acute health alteration. Therefore, more than one system is usually involved. These patients enter the health care system for diagnostic testing, complications of the chronic illness, acute illness or injury.
- **Teamwork** means to function effectively within nursing and inter-professional teams, fostering open communication, mutual respect, and shared decision making to achieve quality patient care. Inter professional teamwork is essential in nursing to provide safe, high-quality patient outcomes.
- **Collaboration** among nurses, physicians, and other members of the care team can improve the outcomes of care for patients. Communication and teamwork in the health care setting minimizes risks associated with handoffs among providers and across transitions of care. (NLN, QSEN) Effective team functioning includes management and leadership principles to effectively coordinate care.
- **Inter-professional communication** and collaboration is essential to promote a culture of quality and safety through individual performance and system effectiveness. A critical role of nurses is to provide essential leadership and accountability for patient safety across all health care settings. In the educational process, quality and safety is embedded throughout the theoretical and clinical areas to ensure effective quality improvement and patient safety practices which will result in higher quality, safe care to patients.
- **Evidence-based practice** is to integrate best current evidence with clinical expertise and patient/family preferences and values for delivery of optimal healthcare. It is an approach that uses firm scientific data in making decisions about nursing practice. It includes blending clinical judgment and expertise with the best available research evidence and patient characteristics and preferences. The goal is to identify the most beneficial and cost-effective treatments for a particular disease, condition, or problem. The call for evidence-based quality improvement and healthcare transformation emphasizes the need for redesigning care that is effective, safe, and efficient. The call for evidence-based quality improvement and healthcare transformation emphasizes the need for redesigning care that is effective, safe, and efficient.
- **Service-Learning** is a mutually beneficial educational methodology that combines academic objectives, community service, and reflection (Dewey, 1933).

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING
APPENDIX D – CURRICULUM PLANS – PREVIOUS GENERAL EDUCATION
REQUIREMENTS**

Associates & Bachelors of Science Direct (ASN 2+2)

Completed Pre-Admission

Courses	Name	Cr
BIOL 201	*A&P I	4

Semester 1

Courses	Name	Cr
NUAS 130	*Adult Nursing I Theory	5
NUAS 130	*Adult Nursing I Clinical	2
BIOL 202	*A&P II	4
PSYC 101	*General Psychology	3
LIBA150	*College Success	2
ICT 101	Information Literacy	1
MAT091	ABC Nursing	
Total		17

Semester 2

Courses	Name	Cr
NUAS 240	*Nursing of the Family Theory	3
NUAS 240	*Nursing of the Family Clinical	2
NUAS 220	*Nursing Pharmacology	3
BIOL 210	*Microbiology	4
ENGL 110	*Rhetoric I	3
PSYC 102	*Human Growth	3
Total		18

Semester 3

Courses	Name	Cr
NUAS 260	*Adult Nursing II Theory	4
NUAS 260	*Adult Nursing II Clinical	3
NUAS 275	*Mental Health Nursing	3
ICT 230	Technology for Nursing Profession	1
RLST 100/200	Religious Study Requirement 100/200	3
ENGL 111	*Rhetoric II	3
Total		17

Semester 4

Courses	Name	Cr
NUAS 330	*Adult Nursing III Theory	4
NUAS 330	*Adult Nursing III Clinical	4
NUAS 300	Transition to Nursing Practice	1
HIST/PLSC	History/Political Sci Science Requirement	3
Total		12

Associates in Nursing Degree requires 68 credits

RN-BSN Semester 5

Courses	Name	Cr
NUBS302	*Health Assessment	3
MATH220	*Intro to Statistics	3
ENGL 300/400	Upper-Division Literature	3
NUBS304	*Pathophysiology	3
	Free Elective	3
Total		15

RN-BSN Summer Session

Courses	Name	Cr
	Free Elective	3
	Free Elective	3
Total		6

RN-BSN Semester 6

Courses	Name	Cr
ENGL/ART/ THEA/MUSC	Lit/Arts/Th Requirement	3
NUBS305	*Intro to Research ^Y	3
	Free Elective	3
NUBS 430	*Informatics	3
RLST 300/400	Upper-Level Faith and Reason	3
ICT301	Information Fluency in the Digital Age	1
Total		16

RN-BSN Semester 7

Courses	Name	Cr
NUBS 403	*Community Health	3
NUBS 440	*Org. Behavior	3
NUBS 401	*Capstone	3
NUBS 440P	*Leadership Practicum	2
LIBA301	*Capstone Explor	1
	Free Elective	3
Total		15
2+2 Total Credit Hours		120

*All pre-requisite and nursing courses must be completed with a minimum "C" grade.

Revised 3/2021

^YNUBS305: prerequisite MATH220

^YNUBS440: prerequisites NUBS302, NUBS304, NUBS305, NUBS430; pre- or co-requisite NUBS403.

^ΣNUBS401: prerequisites LIBA301 and NUBS440.

^oNUBS440P: prerequisites NUBS440

Associate & Bachelors of Science with Pre-Nursing (ASN 2+2)

(Pre-Nursing)

Courses	Name	Cr
BIOL201	*A& P I	4
PSYC101	*General Psychology	3
ENGL110	*Rhetoric I	3
LIBA150	*College Success	2
ICT101	Information Literacy	1
MAT091	ABC Nursing	
Total		13

Semester 1

Courses	Name	Cr
NUAS130	*Adult Nursing I Theory	5
NUAS130	*Adult Nursing I Clinical	2
BIOL202	*Anatomy & Physiology II	4
PSYC102	*Human Growth and Development	3
Total		14

Semester 2

Courses	Name	Cr
NUAS240	*Nursing of the Family Theory	3
NUAS240	*Nursing of the Family Clinical	2
NUAS220	* Nursing Pharmacology	3
BIOL210	*Microbiology	4
ICT230	Technology for Nurs.Prof.	1
Total		13

Semester 3

Courses	Name	Cr
NUAS260	*Adult Nursing II Theory	4
NUAS260	*Adult Nursing II Clinical	3
NUAS275	*Mental Health Nursing	3
ENGL111	*Rhetoric II	3
RLST 100/200	Religious Study Requirement 100/200	3
Total		16

Semester 4

Courses	Name	Cr
NUAS330	*Adult Nursing III Theory	4
NUAS330	*Adult Nursing III Clinical	4
NUAS300	*Transition to Nursing Practice	1
HIST/PLSC	History/Political Sci Science Requirement	3
Total		12

Associate of Science in Nursing Requires 68 credits

RN-BSN Semester 5

Courses	Name	Cr
NUBS302	*Health Assessment	3
MATH220	*Intro to Statistics	3
ENGL300/400	Upper-Division Literature	3
NUBS304	*Pathophysiology	3
	Free Elective	3
Total		15

RN-BSN Summer Session

Courses	Name	Cr
	Free Elective	3
	Free Elective	3
Total		6

RN-BSN Semester 6

Courses	Name	Cr
ENGL/ART/ THEA/MUSC	Lit/Arts/Th Requirement	3
NUBS305	*Intro to Research [¶]	3
	Free Elective	3
ICT301	Information Fluency in the Digital Age	1
NUBS430	*Informatics	3
RLST 300/ 400	Religious Study Requirement	3
Total		16

RN-BSN Semester 7

Courses	Name	Cr
LIBA301	*Capstone Explor	1
NUBS403	*Community Health	3
NUBS440	*Org. Behavior [£]	3
NUBS401	*Capstone [∑]	3
NUBS440P	*Leadership Practicum [¶]	2
	Free Elective	3
Total		15
2+2 Total Credit Hours		120

*All pre-requisite and nursing courses must be completed with a minimum "C" grade.

Revised 3/2021

[¶]NUBS305: prerequisite MATH220

[£]NUBS440: prerequisites NUBS302, NUBS304, NUBS305, NUBS430; pre- or co-requisite NUBS403.

[∑]NUBS401: prerequisites LIBA301 and NUBS440.

[¶]NUBS440P: prerequisites NUBS440.

LPN to Associate & Bachelor's of Science (LPN 2+2)

(Pre-requisites)

Semester 1

Courses	Name	Cr
BIOL201	*A&P 1	4
PSYC101	*General Psychology	3
ENGL 109/110	*Rhetoric I	3
ICT101	Information Literacy	1
LIBA150	*College Success & the Mercy Experience	2
MAT091	*ABC Nursing (If Required)	
Total		13

Courses	Name	Cr
NUAS115	*LPN-RN Transition	3
NUAS220	*Nursing Pharmacology	3
BIOL202	*Anatomy & Physiology II	4
PSYC102	*Human Growth and Development	3
	Fundamentals challenge**	(7)
Total		13 (20)

Semester 2

Courses	Name	Cr
§ NUAS240	*Nursing of the Family Theory Or Challenge	3
§ NUAS240	*Nursing of the Family Clinical Or Challenge	2
ENGL111	*Rhetoric II	3
BIOL210	*Microbiology	4
ICT230	Technology for Nursing Prof.	1
Total		13

Semester 3

Courses	Name	Cr
NUAS260	*Adult Nursing II Theory	4
NUAS260	*Adult Nursing II Clinical	3
NUAS275	*Mental Health Nursing	3
RLST 100/200	Religious Study Requirement 100/200	3
Total		13

Semester 4

Courses	Name	Cr
NUAS330	*Adult Nursing III Theory	4
NUAS330	*Adult Nursing III Clinical	4
NUAS300	*Transition to Nursing Practice	1
HIST/PLSC	History/Political Science Requirement	3
Total		12

RN-BSN Semester 5

Courses	Name	Cr
NUBS302	*Health Assessment	3
MATH220	*Intro to Statistics	3
ENGL300/ 400	Upper-Division Literature	3
NUBS304	*Pathophysiology	3
	Free Elective	3
Total		15

Associate of Science in Nursing Requires 68 credits

RN-BSN Summer Session

Courses	Name	Cr
	Free Elective	3
	Free Elective	3
Total		6

RN-BSN Semester 7

Courses	Name	Cr
LIBA301	*Capstone Explor	1
NUBS403	*Community Health	3
NUBS440	*Org. Behavior [£]	3
NUBS401	*Capstone ^Σ	3
NUBS440P	*Leadership Practicum ^Ω	2
	Free Elective	3
Total		15
2+2 Total Credit Hours		120

RN-BSN Semester 6

Courses	Name	Cr
ENGL/ART/ THEA/MUSC	Lit/Arts/Th Requirement	3
NUBS305	*Intro to Research [¥]	3
	Free Elective	3
ICT301	Information Fluency in the Digital Age	1
NUBS430	*Informatics	3
RLST300/ 400	Religious Study Requirement	3
Total		16

*All pre-requisite and nursing courses must be completed with a "C" grade.

Revised 04/2023

**7 credits granted after completion of NUAS 115 with a "C" grade or better & successful completion of the fundamentals skills challenge

§ NUAS 240 may test out of through the Challenge Exam. If this is the case, replace NUAS 240 with NUAS 260 and NUAS 275 and then move Semester 4 course to Semester 3 along with RLST/PHIL Faith and Reason Course.

¥ NUBS 305: prerequisite MATH 220

£ NUBS 440: prerequisite NUBS 302, NUBS 304, NUBS 305, NUBS 430; pre- or co-requisite NUBS 403.

Σ NU 401: prerequisite CORE 400 and NUBS 440.

Ω NU440P: prerequisite NUBS 440.

RN to BSN Full Time

Semester 1			Semester 2		
Courses	Name	Cr	Courses	Name	Cr
NUBS302	*Health Assessment	3		Free Elective	3
MATH220	*Intro to Statistics	3		Free Elective	3
ENGL300/ 400	Upper-Division Literature	3		Total	6
NUBS304	*Pathophysiology	3			
	Free Elective	3			
	Total	15			
Semester 3			Semester 4		
Courses	Name	Cr	Courses	Name	Cr
ENGL/ART/ THEA/MUSC	Lower Level Humanities	3	LIBA301	*Capstone Prep	1
NUBS305	*Intro to Research ^y	3	NUBS403	*Community Health	3
	Free Elective	3	NUBS440	*Org. Behavior ^t	3
ICT301	Professional ICTs	1	NUBS401	*Capstone ^Σ	3
NUBS430	*Informatics	3	NUBS440P	*Leadership Practicum ^a	2-3
RLST 300/ 400	Religious Study Requirement	3		Free Elective	3
	Total	16		Total	15-16
				Total Credit Hours	120-121

*All pre- and co-requisite and nursing courses must be completed with a minimum “C” grade.

Revised 3/2021

^yNUBS305: prerequisite MATH220

^tNUBS440: prerequisites NUBS302, NUBS304, NUBS305, NUBS430; pre- or co-requisite NUBS403.

^ΣNUBS401: prerequisites LIBA301 and NUBS440.

^aNUBS440P: prerequisite NUBS440.

RN to BSN Part-Time

Semester 1			Semester 2		
Courses	Name	Cr	Courses	Name	Cr
NUBS302	*Health Assessment	3		Free Elective	3
MATH220	*Intro to Statistics	3		Free Elective	3
	Total	6		Total	6
Semester 3			Semester 4		
Courses	Name	Cr	Courses	Name	Cr
ENGL 300/400	Upper-Division Literature	3	ENGL/ART/ THEA/MUSC	Lower Level Humanities	3
NUBS304	*Human Pathophys	3		Free Elective	3
	Total	6		Total	6
Semester 5			Semester 6		
Courses	Name	Cr	Courses	Name	Cr
NUBS305	*Intro to Research [¥]	3	RLST 300/ 400	Religious Study Requirement	3
	Free Elective	3	NUBS430	*Informatics	3
	Total	6	ICT301	Professional ICTs	1
				Total	7
Semester 7			Semester 8		
Courses	Name	Cr	Courses	Name	Cr
	Free Elective	3	NUBS403	*Community Health	3
	Total	3	NUBS440	*Org. Behavior [£]	3
			LIBA301	*Capstone Prep	1
				Total	7
Courses	Name	Cr			
NUBS401	*Capstone ^Σ	3			
NUBS440P	*Leadership Practicum ^ª	2-3			
	Total	5-6			
	Total Credit Hours	120-121			

*All pre- and co-requisite and nursing courses must be completed with a minimum "C" grade.

[¥]NUBS305: prerequisite MATH220

[£]NUBS440: prerequisites NUBS302, NUBS304, NUBS305, NUBS430; pre- or co-requisite NUBS403.

^ΣNUBS401: prerequisites LIBA301 and NUBS440.

^ªNUBS440P: prerequisite NUBS440.

Traditional Bachelor of Science (BSN)

Freshman 1			Freshman 2		
Courses	Name	Cr	Courses	Name	Cr
ENGL110*	Rhetoric I	3	ENGL111*	Rhetoric II	3
BIOL201*	Anatomy and Physiology I	4	BIOL202*	Anatomy and Physiology II	4
ICT101	Information Literacy	1	PSYC102*	Human Growth and Development	3
PSYC101*	General Psychology	3	ICT230	Tech for the Nursing Professional	1
LIBA150*	College Success	2	RLST/PHIL	Religious Studies/Phil	3
HIST/PLSC	History/Poli Sci	3		Total	14
	Total	16			
Sophomore 1			Sophomore 2		
Courses	Name	Cr	Courses	Name	Cr
CHEM100*	General Chemistry	4	ICT301	Professional ICT	1
BIOL112*	Nutrition	3	ENGL300+	Upper Division Lit	3
ENGL/ART/ THEA/MUSC	Lower Level Humanities	3	RLST300+	Recommended RLST300/RLST312	3
MATH220*	Intro to Statistics	3	BIOL210*	Microbiology	4
	Free Electives	3		Free Electives	2
	Total	16	LIBA301	Capstone Prep	1
				Total	14
Junior 1 (FALL)			Junior 2 (SPRING)		
Courses	Name	Cr	Courses	Name	Cr
NUR305	Intro to Professional Nursing	2	NUR350	Professional Nursing Practice I	6
NUR310	Nursing Health Assessment	4	NUR415	Pediatric Nursing	2
NUR320	Foundations of Professional Nursing	4	NUR345	Psychosocial Integrity: Behavioral Mental Health	3
NUR315	Pharmacology Basics	2	NUR335	Pathopharmacology I	2
NUR325	Gerontological Nursing	2	NUR365	Nursing Research	3
	Total	14		Total	16
Senior 1 (SUMMER)			Senior 2 (FALL)		
Courses	Name	Cr	Courses	Name	Cr
NUR400	Professional Nursing Practice II	7	NUR450	Professional Nursing Practice III	5
NUR410	Population Health Nursing	3	NUR460	Transition to Nursing Practice	5
NUR405	Pathopharmacology II	2	NUR401	Leadership in Professional Nursing	3
NUR355	Maternal-Newborn Nursing	2	NUR435	NCLEX-RN Prep	1
NUR425	Nursing Informatics	2		Total	14
	Total	16			

Accelerated 2nd Degree Bachelor of Science (BSN)

Pre-Requisite Courses Required with a "C" or better grade

Status	Courses	Name	Cr	Grade
	CHEM 100	General Chemistry	4	
	BIOL201	Anatomy and Physiology I	4	
	BIOL202	Anatomy and Physiology II	4	
	BIOL112*	Nutrition	3	
	BIOL 210	Microbiology	4	

FALL				SPRING			
Courses	Name	Cr		Courses	Name	Cr	
NUR305	Intro to Professional Nursing	2		NUR350	Professional Nursing Practice I	6	
NUR310	Nursing Health Assessment	4		NUR415	Pediatric Nursing	2	
NUR320	Foundations of Professional Nursing	4		NUR345	Psychosocial Integrity: BehavioralMental Health	3	
NUR315	Pharmacology Basics	2		NUR335	Pathopharmacology I	2	
NUR325	Gerontological Nursing	2		NUR365	Nursing Research	3	
	Total	14			Total	16	
SUMMER				FALL			
Courses	Name	Cr		Courses	Name	Cr	
NUR400	Professional Nursing Practice II	7		NUR450	Professional Nursing Practice III	5	
NUR410	Population Health Nursing	3		NUR460	Transition to Nursing Practice	5	
NUR405	Pathopharmacology II	2		NUR401	Leadership in Professional Nursing	3	
NUR355	Maternal-Newborn Nursing	2		NUR435	NCLEX-RN Prep	1	
NUR425	Nursing Informatics	2			Total	14	
	Total	16					

MOUNT ALOYSIUS COLLEGE * DEPARTMENT OF NURSING**
APPENDIX E – CURRICULUM PLANS – REVISED with new GENERAL EDUCATION
REQUIREMENTS – EFFECTIVE COLLEGE CATALOG – 2023-2024 ACADEMIC YEAR
Associate & Bachelors of Science Direct (ASN 2+2)

Completed Pre-Admission

Courses	Name	Cr
BIOL 201	*A&P I	4

Semester 1				Semester 2			
Courses	Name		Cr	Courses	Name		Cr
NUAS 130	*Adult Nursing I Theory		5	NUAS 240	*Nursing of the Family Theory		3
NUAS 130	*Adult Nursing I Clinical		2	NUAS 240	*Nursing of the Family Clinical		2
BIOL 202	*A&P II		4	NUAS 220	*Nursing Pharmacology		3
PSYC 101	*General Psychology		3	BIOL 210	*Microbiology		4
LIBA 150	*College Success & the Mercy Experience		1	ENGL 110	*Rhetoric I		3
MATH 111	*The Three C's		3	PSYC 102	*Human Growth & Development		3
	Total		18		Total		18
Semester 3				Semester 4			
Courses	Name		Cr	Courses	Name		Cr
NUAS 260	*Adult Nursing II Theory		4	NUAS 330	*Adult Nursing III Theory		4
NUAS 260	*Adult Nursing II Clinical		3	NUAS 330	*Adult Nursing III Clinical		4
NUAS 275	*Mental Health Nursing		3	NUAS 300	Transition to Nursing Practice		1
ART, MUSC, THEA, ENGL	Aesthetics Course		3	CORE 200	Global Understanding: Strategies for Changemakers I		3
RLST/PHIL	Faith and Reason Course		3		Total		12
CORE 100	Big Ideas: Effective Reasoning & Communication		2				
	Total		18				
Semester 5				Semester 6			
	Courses	Name	Cr	Courses	Name		Cr
1 st 8 weeks	NUBS302	*Health Assessment	3		Free Elective		3
	MATH220	*Intro to Statistics	3		Total		3
	ENGL 210	Multi-Genre Writing	3				
2 nd 8 weeks	NUBS304	*Pathophysiology	3				
	HIST/PLSC	History or Political Science Course	3				
		Total	15				
Semester 7				Semester 8			
Status	Courses	Name	Cr		Courses	Name	Cr
1 st 8 weeks	ENGL 335, 370, 490, or 495	Upper-Level Aesthetics Course	3	1 st 8 weeks	NUBS 403	*Community Health	3
		NUBS305	*Intro to Research ^v		3	NUBS 440	*Org. Behavior
		Free Elective	3	2 nd 8 weeks	NUBS 401	*Capstone	3
NUBS 430	*Informatics	3	NUBS 440P		*Leadership Practicum	2	
RLST 300/400	Upper-Level Faith and Reason	3	CORE 400		Global Understanding: Strategies for Changemakers II	2	
2 nd 8 weeks		Free Elective	3		Free Elective		1
		Total	18		Total		14
					2+2 Total Credit Hours		120

Associate & Bachelors of Science with Pre-Nursing (ASN 2+2)

Pre-Nursing			Semester 1			
Courses	Name	Cr	Courses	Name	Cr	
BIOL201	*A& P I	4	NUAS130	*Adult Nursing I Theory	5	
PSYC101	*General Psychology	3	NUAS130	*Adult Nursing I Clinical	2	
ENGL110	*Rhetoric I	3	BIOL202	*Anatomy & Physiology II	4	
LIBA150	*College Success	1	PSYC102	*Human Growth and Development	3	
MATH 111	*The Three C's	3		Total	14	
	Total	14				
Semester 2			Semester 3			
Courses	Name	Cr	Courses	Name	Cr	
NUAS240	*Nursing of the Family Theory	3	NUAS260	*Adult Nursing II Theory	4	
NUAS240	*Nursing of the Family Clinical	2	NUAS260	*Adult Nursing II Clinical	3	
NUAS220	* Nursing Pharmacology	3	NUAS275	*Mental Health Nursing	3	
BIOL210	*Microbiology	4	ART, MUSC, THEA, ENGL	Aesthetics Course	3	
CORE 100	Big Ideas: Effective Reasoning & Communication	2	RLST 100/200	Faith and Reason Course	3	
	Total	14		Total	16	
Semester 4			RN-BSN Semester 5			
Courses	Name	Cr		Courses	Name	Cr
NUAS330	*Adult Nursing III Theory	4	1 st 8 weeks	NUBS302	*Health Assessment	3
NUAS330	*Adult Nursing III Clinical	4		MATH220	*Intro to Statistics	3
NUAS300	*Transition to Nursing Practice	1		ENGL 210	Multi-Genre Writing	3
CORE 200	Global Understanding: Strategies for Changemakers I	3	2 nd 8 weeks	NUBS304	*Pathophysiology	3
	Total	12		HIST/PLSC	History or Political Science Course	3
Associate of Science in Nursing Requires 70 credits				Total	15	
RN-BSN Summer Session			RN-BSN Semester 6			
Courses	Name	Cr	Status	Courses	Name	Cr
	Free Elective	3	1 st 8 weeks	ENGL 335, 370, 490, or 495	Upper-Level Aesthetics Course	3
	Total	3			NUBS305	*Intro to Research [¶]
			2 nd 8 weeks		Free Elective	3
				NUBS 430	*Informatics	3
				RLST 300/400	Upper-Level Faith and Reason	3
					Free Elective	3
				Total	18	
RN-BSN Semester 7						
			1 st 8 weeks	NUBS 403	*Community Health	3
				NUBS 440	*Org. Behavior	3
			2 nd 8 weeks	NUBS 401	*Capstone	3
				NUBS 440P	*Leadership Practicum	2
				CORE 400	Global Understanding: Strategies for Changemakers II	2
					Free Elective	1
				Total	14	
				2+2 Total Credit Hours	120	

*All pre-requisite and nursing courses must be completed with a minimum "C" grade.

Revised 4/2023

[¶]NUBS305: prerequisite MATH220

[§]NUBS440: prerequisites NUBS302, NUBS304, NUBS305, NUBS430; pre- or co-requisite NUBS403.

^ΣNUBS401: prerequisites CORE400 and NUBS440.

[¶]NUBS440P: prerequisites NUBS440.

LPN to Associate & Bachelors of Science (LPN 2+2)

(Pre-requisites)

Courses	Name	Cr
BIOL201	*A&P 1	4
PSYC101	*General Psychology	3
ENGL 110	*Rhetoric I	3
LIBA150	*College Success & the Mercy Experience	2
MATH 111	*The Three C's	3
	Total	14

Semester 1

Courses	Name	Cr
NUAS115	*LPN-RN Transition	3
NUAS220	*Nursing Pharmacology	3
BIOL202	*Anatomy & Physiology II	4
PSYC102	*Human Growth and Development	3
	Fundamentals challenge**	(7)
	Total	13 (20)

Semester 2

Courses	Name	Cr
§ NUAS240	*Nursing of the Family Theory Or Challenge	3
§ NUAS240	*Nursing of the Family Clinical Or Challenge	2
ART, MUSC, THEA, ENGL	Aesthetics Course	3
BIOL210	*Microbiology	4
CORE 100	Big Ideas: Effective Reasoning & Communication	2
	Total	14

Semester 3

Courses	Name	Cr
NUAS260	*Adult Nursing II Theory	4
NUAS260	*Adult Nursing II Clinical	3
NUAS275	*Mental Health Nursing	3
RLST/PHIL	Faith and Reason Course	3
Elective	Free Elective (BS)	3
	Total	16

Semester 4

Courses	Name	Cr
NUAS330	*Adult Nursing III Theory	4
NUAS330	*Adult Nursing III Clinical	4
NUAS300	*Transition to Nursing Practice	1
CORE 200	Global Understanding: Strategies for Changemakers I	3
Elective	Free Elective (BS)	3
	Total	15

RN-BSN Semester 5

Status	Courses	Name	Cr
1 st 8 weeks	NUBS302	*Health Assessment	3
	MATH220	*Intro to Statistics	3
2 nd 8 weeks	ENGL 210	Multi-Genre Writing	3
	NUBS304	*Pathophysiology	3
Either Session	HIST/PLSC	History or Political Science Course	3
		Total	15

Associate of Science in Nursing Requires 70 credits

RN-BSN Semester 6

Status	Courses	Name	Cr
1 st 8 weeks	ENGL 335, 370, 490, or 495	Upper-Level Aesthetics Course	3
	NUBS305	*Intro to Research [¥]	3
	CORE 400	Global Understanding: Strategies for Changemakers II	2
2 nd 8 weeks	NUBS430	*Informatics	3
	RLST300/ 400	Upper-Level Faith and Reason	3
	Elective	Free Elective	
		Total	17

RN-BSN Semester 7

Status	Courses	Name	Cr
1 st 8 weeks	NUBS403	*Community Health	3
	NUBS440	*Org. Behavior [£]	3
	Elective	Free Elective	3
2 nd 8 weeks	NUBS401	*Capstone ^Σ	3
	NUBS440P	*Leadership Practicum ^Ω	2
	Elective	Free Elective	2
		Total	16
		2+2 Total Credit Hours	120

PART-TIME RN-BSN COURSE SCHEDULE ALSO AVAILABLE

*All pre-requisite and nursing courses must be completed with a "C" grade.

Revised 04/2023

**7 credits granted after completion of NUAS 115 with a "C" grade or better & successful completion of the fundamentals skills challenge

§ NUAS 240 may test out of through the Challenge Exam. If this is the case, replace NUAS 240 with NUAS 260 and NUAS 275 and then move Semester 4 course to Semester 3 along with RLST/PHIL Faith and Reason Course.

¥ NUBS 305: prerequisite MATH 220

£ NUBS 440: prerequisite NUBS 302, NUBS 304, NUBS 305, NUBS 430; pre- or co-requisite NUBS 403.

Σ NU 401: prerequisite CORE 400 and NUBS 440.

Ω NU440P: prerequisite NUBS 440.

RN-BSN Full Time Status

Semester 1					Semester 2				
Status	Courses	Name	Cr	Grade	Status	Courses	Name	Cr	Grade
Session 1	NUBS302	*Health Assessment	3		Session 1	CORE 200 MATH220	Global Understanding: Strategies for Changemakers I	3	
	Math 111	*The Three C's	3				*Intro to Statistics	3	
Session 2	ART, MUSC, THEA, ENGL	Aesthetics Course	3		Session 2	NUBS304	*Pathophysiology	3	
	CORE 100	Big Ideas: Effective Reasoning & Communication	2			HIST/PLSC	History or Political Science Course	3	
Either Session	RLST/PHIL	Faith and Reason Course	3			Elective	Free Elective	1	
		Total	14		Either Session	ENGL 210	Multi-Genre Writing	3	
							Total	16	
Semester 3					Semester 4				
Status	Courses	Name	Cr	Grade	Status	Courses	Name	Cr	Grade
Session 1	ENGL 335, 370, 490, or 495	Upper-Level Aesthetics Course	3		Session 1	CORE 400 NUBS403 NUBS440	Global Understanding: Strategies for Changemakers II	2	
	NUBS305	*Intro to Research [†]	3				*Community Health	3	
Session 2	Elective	Free Elective	3				*Org. Behavior [‡]	3	
Either Session	RLST 300/400	Upper-Level Faith and Reason	3		Session 2	NUBS401	*Capstone [§]	3	
		Total	15			NUBS440P	*Leadership Practicum [¶]	2	
						Elective	Free Elective	3	
							Total	16	
							Total Credit Hours	61 credits	

*All pre- and co-requisite and nursing courses must be completed with a minimum "C" grade.

Revised 5/2023

[†]NUBS305: prerequisite MATH220

[‡]NUBS440: prerequisites NUBS302, NUBS304, NUBS305, NUBS430; pre- or co-requisite NUBS403.

[§]NUBS401: prerequisites LIBA301 and NUBS440.

[¶]NUBS440P: prerequisite NUBS440.

RN-BSN Part-Time Status

Semester 1					Semester 2				
Status	Courses	Name	Cr	Grade	Status	Courses	Name	Cr	Grade
Session 1	NUBS302	*Health Assessment	3		Session 1	ART, MUSC, THEA, ENGL	Aesthetics Course	3	
Session 2	Math 111	*The Three C's	3		Session 2	CORE 100			
Total			6		Total			5	
Semester 3					Semester 4				
Status	Courses	Name	Cr	Grade	Status	Courses	Name	Cr	Grade
Session 1	RLST/PHIL	Faith and Reason Course	3		Session 1	CORE 200	Global Understanding: Strategies for Changemakers I	3	
Session 2	NUBS304	*Human Pathophys	3		Session 2		MATH220	*Intro to Statistics	3
Total			6		Total			6	
Semester 5					Semester 6				
Status	Courses	Name	Cr	Grade	Status	Courses	Name	Cr	Grade
Session 1	NUBS305	*Intro to Research [¥]	3		Session 1	ENGL 210	Multi-Genre Writing	3	
Session 2	HIST/PLSC	History or Political Science Course	3		Session 2	NUBS430	*Informatics	3	
Either Session	Elective	Free Elective	1		Either Session	Elective	Free Elective	3	
Total			7		Total			9	
Semester 7					Semester 8				
Status	Courses	Name	Cr	Grade	Status	Courses	Name	Cr	Grade
Session 1	ENGL 335, 370, 490, or 495	Upper-Level Aesthetics Course	3		Session 1	NUBS403	*Community Health	3	
Session 2	RLST 300/400	Upper-Level Faith and Reason	3		Session 1	NUBS440	*Org. Behavior [£]	3	
Total			6		Session 2	CORE 400	Global Understanding: Strategies for Changemakers II	2	
Total			6		Total			8	
Semester 9									
Status	Courses	Name	Cr	Grade					
Session 1	Elective	Free Elective	3						
Session 2	NUBS401	*Capstone ^Σ	3						
Session 2	NUBS440P	*Leadership Practicum [¶]	2						
Total			8						
Total Credit Hours			61						

*All pre- and co-requisite and nursing courses must be completed with a minimum "C" grade.

Revised 5/2023

[¥]NUBS305: pre-requisite MATH 220

[£]NUBS440: pre-requisites NUBS 302, NUBS 304, NUBS 305, NUBS 430; pre- or co-requisite NUBS 403

^ΣNUBS401: pre-requisites LIBA 301 and NUBS 440

[¶]NUBS440P: pre-requisite NUBS 440.

TRADITIONAL BSN CURRICULUM

Freshman 1			Freshman 2			
Courses	Name	Cr	Courses	Name	Cr	
ENGL110*	Rhetoric I	3	ENGL210*	Multi-Genre Writing	3	
BIOL201*	Anatomy and Physiology I	4	BIOL202*	Anatomy and Physiology II	4	
CORE 100	Big Ideas: Effective Reasoning & Communication	2	ART, MUSC, THEA, ENGL	Aesthetics Course	3	
PSYC101*	General Psychology	3	MATH 111*	The Three C's	3	
LIBA150*	College Success	1	RLST/PHIL	Religious Studies/Phil	3	
	Total	13		Total	16	
Sophomore 1			Sophomore 2			
Courses	Name	Cr	Courses	Name	Cr	
CHEM100 or CHEM101*	Chemistry Requirement	4	ENGL 335, 370, 490, or 495	Upper-Level Aesthetics Course	3	
BIOL112*	Nutrition	3	RLST 300/400	Upper-Level Faith & Reason	3	
HIST/PLSC	History or Political Science Course	3	BIOL 210	Microbiology	4	
MATH220*	Intro to Statistics	3	CORE 400	Global Understanding II	2	
CORE 200	Global Understanding I	3	PSYC 102	Human Growth & Development	3	
	Total	16		Total	15	
Junior 1 (FALL)			Junior 2 (SPRING)			
Courses	Name	Cr	Courses	Name	Cr	
NUR305	Intro to Professional Nursing	2	NUR350	Professional Nursing Practice I	6	
NUR310	Nursing Health Assessment	4	NUR415	Pediatric Nursing	2	
NUR320	Foundations of Professional Nursing	4	NUR345	Psychosocial Integrity: Behavioral Mental Health	3	
NUR315	Pharmacology Basics	2	NUR335	Pathopharmacology I	2	
NUR325	Gerontological Nursing	2	NUR365	Nursing Research	3	
	Total	14		Total	16	
Senior 1 (SUMMER)			Senior 2 (FALL)			
Courses	Name	Cr	Status	Courses	Name	Cr
NUR400	Professional Nursing Practice II	7	1 st session	NUR450	Professional Nursing Practice III	5
NUR410	Population Health Nursing	3	2 nd session	NUR460	Transition to Nursing Practice	5
NUR405	Pathopharmacology II	2		NUR401	Leadership in Professional Nursing	3
NUR355	Maternal-Newborn Nursing	2		NUR435	NCLEX-RN Prep	1
NUR425	Nursing Informatics	2				
	Total	16			Total	14
					Total	120

*All pre-requisite and nursing courses must be completed with a minimum "C" grade.

Revised 4/2023

ACCELERATED/2ND DEGREE BSN CURRICULUM

Pre-Requisite Courses Required with a "C" or better grade		
Courses	Name	Cr
CHEM 100/101	General Chemistry	4
BIOL 201	Anatomy and Physiology I	4
BIOL 202	Anatomy and Physiology II	4
BIOL 112	Nutrition	3
BIOL 210	Microbiology	4

Junior 1 (FALL)	Junior 2 (SPRING)																																																								
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