

STOCKTON UNIVERSITY

Master of Science in Nursing & Post-Master's Certificate

2017-2018

Stockton University
School of Health Sciences
Graduate Nursing Program

The procedures in this *Program Guide* have been developed by the faculty of the Graduate Nursing Program at Stockton University. This *Program Guide* is to be used in addition to the current college-wide policies and procedures as outlined in the *Stockton Bulletin*.

This *Program Guide* strives to assist you in understanding Program expectations. The faculty members of the Graduate Nursing Program hope it proves to be a helpful resource during your enrollment in the Program. Every effort is made to provide accurate information in this *Program Guide*. This *Program Guide* reflects current procedures for the Graduate Nursing Program and remains effective until revised. The University reserves the right to make changes at any time without prior notice.

It is your responsibility to be knowledgeable about all the information covered in this *Program Guide* and the *University Bulletin*. If you have any questions, please see a graduate nursing faculty member. Be sure to keep this *Program Guide* as a reference throughout your enrollment in the Graduate Nursing program.

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 MSN and Post-Master's Certificate Programs

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1. Program Mission, Goals, and Philosophy

Introduction

The Master of Science in Nursing (MSN) program is designed for the baccalaureate-prepared registered nurse (RN) who wishes to pursue a graduate degree with eligibility for specialty certification as an Adult Gerontology Primary Care Nurse Practitioner (AGPCNP). In addition, post-master's certificates as a Family Nurse Practitioner (FNP) or an Adult Gerontology Primary Care Nurse Practitioner (AGPCNP) are available.

The program focuses on the acquisition of knowledge and skills that enable the nurse practitioner to assess, diagnose, treat, and evaluate health problems of the client. Health promotion and disease prevention are also emphasized.

The Graduate Program provides knowledge and skills for nurses to excel as advanced practice nurses in an increasingly complex health care environment.

The Mission

The mission of the Graduate Nursing Program is to prepare nurse practitioners to function as professional nurses in a culturally diverse and ever changing society. The University and the Graduate Nursing Program remains responsive to the needs of the southern New Jersey community.

With guidance from faculty preceptors, students take responsibility for their learning experiences and make choices regarding both their educational and the future professional career.

The Graduate Program embraces the use of technology to make the program accessible to the working student and has integrated distance education.

Goals of the Graduate Nursing Program

1. Encourage continued personal and professional growth.
2. Advance the educational level of nurses to effect improvement in the health care of consumers.
3. Prepare advanced practice nurses who are eligible for national certification.
4. Provide a foundation for continued graduate study.

MSN and Post-Master's Certificate Student Learning Outcomes

1. Utilize Roy's Adaptation Model of Nursing when making decisions about professional nursing practice.
2. Synthesize theoretical and empirical knowledge from the physical and behavioral sciences and humanities with nursing theory and advanced nursing practice.
3. Assess health status and health potential of the client.
4. Identify specific common deviations from wellness and use evidence-based data to manage illness.
5. Accept individual responsibility and accountability in defining advanced practice nursing.
6. Apply nursing research and evidence-based data to advanced practice nursing.
7. Utilize leadership skills through interaction with consumers and providers in meeting health needs and advanced nursing goals.
8. Collaborate on the interdisciplinary health team to identify and effect needed change which will improve delivery within specific health care systems.

Graduate Program Outcomes

1. Eighty percent (80%) of matriculated students will complete the program within 5 years as demonstrated in graduation data. (CCNE – Program effectiveness)
2. Ninety-five (95%) of alumni will agree or strongly agree that they were prepared to collaborate with other health professionals on exit and alumni surveys. (SLO 8)
3. Ninety-five (95%) of alumni will agree or strongly agree that they were prepared to integrate evidence based literature into professional NP practice on exit and alumni surveys. (SLO 6)
4. Ninety-five (95%) of alumni will agree or strongly agree that they were prepared to integrate theory into professional NP practice on exit and alumni surveys. (SLO 1 & 2)
5. Ninety-five (95%) of alumni will report that their clinical experiences prepared them to assume the role of a nurse practitioner on exit and alumni surveys. (SLO 3 & 4)
6. Ninety-five (95%) of alumni will report the program provide them with a sense of accountability to the NP profession and the patient (client/community) on exit and alumni surveys. (SLO 5)
7. Ninety-five (95%) of alumni will report the program prepared them to utilize leadership skills in the delivery of primary care on exit and alumni surveys. (SLO 7)
8. Ninety percent (90%) of alumni will report satisfaction with the overall effectiveness of the MSN or Post-Master's program on exit and alumni surveys. Eighty (80%) would recommend the program to a colleague. (CCNE – Program effectiveness)
9. At program completion, eighty-five percent (85%) will pass the examination the first time. Pass rates will be determined by data from certification bodies and on alumni surveys. (CCNE – Program effectiveness)
10. Eighty percent (80%) of program graduates will be employed within six months of graduation as measured by capitation, exit and alumni surveys. (CCNE)

Accreditation Statement

The master's degree program in nursing and post-graduate APRN certificate programs at Stockton University are accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202-887-6791.

Organizing Framework

The organizing framework of the Nursing Program is based on The Roy Adaptation Model which is congruent with the metaparadigm of nursing. The major elements of person, environment, health and nursing are defined using the totality world view. We acknowledge and expose students to selected concepts outlined in the simultaneity world view (Parse, 1987). By combining elements from both, we offer a more visionary perspective of learning

and nursing. The Model is threaded throughout the curriculum and serves as the foundation for assessment, diagnosis, intervention and evaluation of health problems.

Philosophy of the Nursing Program

Beliefs about Teaching and Learning

Teaching

- Effective teaching occurs in an open and collegial environment
- Education and teaching are rigorous and relevant
- A variety of teaching modalities are critical to address individual learning styles
- Teaching is both an art and a science
- Effective teaching occurs in an environment that fosters intellectual curiosity and critical thinking
- Technology is an important component of the education process
- Teaching is outcome driven
- Educators are responsible and accountable for effective teaching

Learning

- Learning is a dynamic process
- Learning is self-directed with faculty facilitation
- Learners possess varied learning styles and capabilities
- The psychomotor, cognitive and affective domains are critical to effective learning
- Learning is a life-long process
- Learners respond to a variety of educational strategies and settings
- Learning involves depth and breadth
- Learning is most effective when ideas are expressed in an open, non-threatening environment
- Students take responsibility and accountability for their own learning

Beliefs about the Nature of Humans

“Humans are adaptive systems with cognator and regulator subsystems acting to maintain adaptation in the four adaptive modes: physiologic-physical, self-concept, role function, and interdependence” (Roy, 2009, p. 12).

We further believe humans are biopsychosocial spiritual beings, interacting with, and adapting to their internal and external environments. Humans are unified wholes, seeking balance and equilibrium among the elements of their environments.

Humans are viewed as rational and goal directed with both the freedom and responsibility to determine a particular level of optimal health for themselves and the pathway to achieve it, as long as it does not infringe on the rights of others.

Beliefs about the Nature of Environment

“All conditions, circumstances, and influences surrounding and affecting the development and behavior of persons and groups, with particular consideration of mutuality of person and earth resources” (Roy, 2009, p. 12) define environment and the person’s relation to it.

The environment consists of a dynamic interrelationship between internal and external conditions and stressors that impact the person. Internal environment is composed of the physiological, psychological, developmental and spiritual selves. The external environment includes the family, community, nation and universe.

Society, as a segment of the environment, should provide an equal opportunity for persons to reach their maximum potential, regardless of gender, race, age, sexual orientation, class or ethnicity.

Beliefs about the Nature of Health

Health is “a state and a process of being and becoming integrated and whole that reflects person and environment mutually” (Roy, 2009, p. 12).

We further believe in the eudaemonistic model of health which includes the non-disease states of achievement, self-control, self-fulfillment, growth opportunities, education, self-determination and well-being.

Beliefs about the Nature of Nursing

Nursing is “a health care profession that focuses on the life processes and patterns of people with a commitment to promote health and full life-potential for individuals, families, groups, and the global society” (Roy, 2009, p. 3).

The goal of nursing is to “promote adaptation for individuals and groups in the four adaptive modes, thus contributing to health, quality of life, and dying with dignity by assessing behavior and factors that influence adaptive abilities and to enhance environmental interactions” (Roy, 2009, p. 12).

Nursing includes those activities that foster adaptation through the manipulation of focal and contextual stimuli. If wellness can no longer be maintained and the person’s state becomes one of illness, permanent disability, progressive debility or death, nurses must provide palliative care with all the skills, knowledge, and wisdom they possess. We believe clients have the right to make decisions regarding their own healthcare. The preservation of human dignity is an integral component of professional nursing.

We believe the major roles for nursing are client advocate, educator, activist and carer. Additional roles include change agent, leader, researcher, collaborator, problem solver and care provider. The concepts of altruism, critical thinking and ethical decision making permeate all roles. Nurses must be thoroughly committed to clients and active politically and socially in seeking solutions to the profound human health problems and social injustices of our time.

Roy, C. (2009). *The Roy adaptation model*. (3d Ed). Upper Saddle River, NJ. Pearson

American Nurses Association Code of Ethics

The Graduate Nursing Program adheres to the beliefs found in the American Nurses Association Code of Ethics (2015) and requires students to practice within the following tenets:

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

The nurse's primary commitment is to the patient, whether an individual, family, group, community, or population.

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

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

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

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

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

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

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

Governance

Nursing faculty believe that graduate nursing students have the right and the obligation to share in academic governance. Student participation in program administration is encouraged and those students who wish to contribute should refer to *Article II* in the *Administrative Practice* section of the Nursing Program Bylaws. The Bylaws are housed in the office of the Graduate Director and are available to students for review.

IV. Academic Policies and Procedures

Schedule of Courses

See University *Bulletin* for a schedule of courses and course descriptions. The current curriculum for the MSN Adult Gerontology Primary Care NP and the Post-Master's Certificates for Family NP and Adult Gerontology Primary Care NP can be found in the following link. <https://stockton.edu/graduate/nursing.html>

Academic Honesty

The University Policy on Academic Honesty can be found at <http://intraweb.stockton.edu/eyos/page.cfm?siteID=209&pageID=17>

The Nursing Program abides by this policy when academic honesty issues arise.

Formal Complaint Process

Sexual harassment and handicapped/disability grievances are described in the *University Bulletin*.

A complaint that is specific to the Nursing Program is handled by the Program and the Dean of the Health Sciences. Complaints include, but are not limited to, discriminatory treatment by a professor, inconsistent and biased grading practices and lack of respect. Students who wish to submit a formal complaint, must adhere to the following

1. The student will first discuss the problem with the faculty involved
2. If no resolution, the problem is taken, in writing, to the Program Coordinator
3. If no resolution, the problem is referred to the Associate Dean of the School of Health Sciences and to the Dean if no resolution
4. If no resolution, the problem is referred to the Provost
5. The Provost's recommendation is the final decision

Grading Policy

The Nursing Program grading scale is as follows:

A = 93-100	A- = 90-92	B+ = 87-89	B = 83-86
B- = 80-82	C+ = 77-79	C = 73-76	C- = 70-72
D+ = 67-69	D = 63-66	D- = 60-62	F = <60

All grades in nursing are calculated to the one hundredth (two decimal places). This includes all class assignments, tests and final grades. Grades will not be rounded under any circumstances. Graduate students must maintain a 3.0 GPA and receive the letter grade of C in no more than two courses. C grades are considered minimum passing in non-clinical courses or courses without a clinical co-requisite. All grades below a C are considered a failure and the student will need to repeat the course in order to progress in the program.

A grade of B is a minimal passing grade in a clinical course or a course with a clinical corequisite (NURS 5333, NURS 5422/5922, NURS 5423/5923, NURS 5424/5924, NURS 5541/5941). **A grade lower than a B in a clinical course or a course with a clinical corequisite will require the student to successfully repeat both the didactic and clinical components to progress in the program.**

Clinical Course Progression and Grading

- NURS5333 Advanced Health Assessment and NURS5421 Advanced Pathophysiology must be completed before taking clinical courses. Advanced Health Assessment must be taken the semester immediately preceding NURS5422 Adult Nursing I.
- All criteria on the practicum evaluation must be graded at “MEETS STANDARD” (or a 2) on the final evaluation to pass NURS5922, 5923, 5924 and 5941. If the student receives a “BELOW STANDARD” grade on any criteria on the final evaluation, they will receive an F grade for the course.
- A student is expected to participate in remediation activities if the student received a “BELOW STANDARD” rating on any practicum criteria or is not progressing toward meeting the critical core competencies by the mid-term of the clinical course. The goal of the remediation activities is for the student’s performance to demonstrate “MEETS STANDARD” on the practicum evaluation criteria and fulfill other requirements to pass the course (completion of clinical hours, submission of clinical documentation in a timely fashion). Remediation activities will be determined by the clinical instructor and may include:
 1. remediation plan developed by the student with feedback from the clinical instructor and preceptor;
 2. weekly communication with the clinical instructor to discuss progress;
 3. additional site visits by the clinical instructor to monitor progress;
 4. additional practicum evaluations by the preceptor to monitor progress.

Non-matriculated Student Courses

Available courses for non-matriculated students were selected based on the type of course and ease of transferability to another program. Non-matric courses are available to individuals with a BSN degree or Stockton University 4th year BSN student with a cumulative 3.5 GPA or above. The tuition for the courses is included in the flat rate tuition but the student will incur the cost of the difference between the undergraduate and graduate cost per credit.

The two courses available for non-matriculated students are:

NURS 5336 Health Care Systems Spring Semester

NURS 5421 Advanced Pathophysiology Fall/ Semester

Please see the link for the Graduate Course Access form to be completed by undergraduate 4th year BSN students wishing to take graduate courses.

<http://intraweb.stockton.edu/eyos/gradstudies/content/docs/Forms/FORM%20Undegraduates%20Graduate%20courses.pdf>

Procedure for Transfer of Graduate Credits

- A graduate student may transfer up to 9 credits into the Graduate Program to meet degree requirements. Courses with a clinical component or related to the NP role (NURS5333, NURS54225922, NURS5423/5923, NURS5424/5924, and NURS5335) must be taken at Stockton. Pharmacology (NURS5332) must be completed within one year of program matriculation to be considered.
- Students complete a Transfer of Credit form, available at: [Transfer Equivalency Form](#)
- The completed form is submitted to Graduate Studies prior to matriculation or the Graduate Director after matriculation. **This form must be accompanied by an official transcript sent directly to the department by the appropriate authority at the institution where the credits were earned.**
- Students are responsible for submitting a course syllabus or description of the course taken as requested.
- All transfer credits must be of “**B**” quality or better.
- All transfer credits must be from an accredited institution.
- All transfer credits must be taken prior to matriculation in Stockton University.

The most current policy on transfer credits can be found in the University *Bulletin*.

Grade of Incomplete

A student may be eligible to request an incomplete from the instructor, if it is determined that 1) the student is doing satisfactory work, and 2) due to an illness or emergency the student will be unable to complete the course work within that academic term. If an incomplete is granted, remaining course work must be completed and submitted before the last class day in the next term.

Please see the complete grading policy

<http://intraweb.stockton.edu/eyos/page.cfm?siteID=209&pageID=29>

The **Agreement to Complete Course Work** can be found at the web link

http://intraweb.stockton.edu/eyos/sitemain/content/docs/eforms/misc/Incomplete_form2012.pdf

This form needs to be completed and signed by the student prior to submitting to the course instructor. The course instructor will determine if the agreement to complete course work after the end of the semester will be granted.

Grade Appeals

The University Policy on Grade Appeals can be found at:

<http://intraweb.stockton.edu/eyos/page.cfm?siteID=209&pageID=26>

The Nursing Program adheres to this policy when issues of grade appeals arise.

Attendance Policy

Percentage points will not be awarded for participation and attendance in any graduate course. Attendance is mandatory for each lecture and clinical time. Excused absences will be granted at the discretion of the course professor-who must be notified via phone or email of the situation prior to the beginning of the class. Unexcused absences will result in a reduction of 2% per absence from the final course grade. Lateness of 30 minutes or more will equal an unexcused absence.

Maintenance of Matriculation and Leave of Absence

Student's needing to take time away from their degree program should review the College Bulletin for the Maintenance of Matriculation **Failure to apply for a maintenance of matriculation or leave of absence as defined by the policy can result in program dismissal. It is the student's responsibility to consult with their preceptorial advisor to modify their academic plan if taking a maintenance of matriculation or leave of absence.**

Students who wish to interrupt their Graduate Nursing education for one or more semesters due to health or personal reasons must submit a written request for a leave of absence (LOA) to the Graduate Director. The request must be received prior to the next semester. The written request must include the reason for the LOA, anticipated date of return, and a description of how the reason for the LOA is resolved upon return to the Graduate Nursing program.

The program awards a maximum of a 1 year (2 consecutive semesters) or a total of 2 non-consecutive semesters of LOA. The program reserves the right to limit, modify and/or deny a LOA request. A LOA that exceeds 2 consecutive semesters or a total of 2 nonconsecutive semesters may result in program dismissal. The student may reapply to the program but will be subject to current admission criteria.

Should the LOA be approved by the Graduate Director, the student must then follow university wide LOA procedures as described in the *University Bulletin*. An additional request for a LOA is required if the student will extend their LOA. Failure to maintain a current request for LOA will result in dismissal from the program. The student will need to reapply and meet admission requirements to complete the Graduate Nursing program.

Academic Warning, Probation, and Dismissal

- A graduate student must maintain a cumulative GPA of 3.00 to be considered making minimum academic progress.
- The student will receive notification of an *Academic Warning* when the semester GPA is below 3.00.
- Students earning GPAs of less than 3.0 will be placed on *Academic Probation* for a maximum of 9 credits toward the graduate degree or post-master's certificate. The timeline on probation will begin on the 1st term of probation and will end when the student completes 9 credits toward the degree or certificate. The student has the completion of 9 credits to raise the cumulative GPA to at least 3.0.
- If a graduate nursing student's cumulative GPA is below 3.0 after completing 9 credits,

academic probation has ended. The student will receive an *Academic dismissal* from the program.

- If the student is dismissed from the Graduate Nursing Program based academic performance, the student may reapply to the program if they can meet all admission criteria. The student should consult with the Office of Graduate Studies for guidance with program readmission.
- **STUDENTS RECEIVING PROGRAM DISMISSAL BASED ON BEHAVIOR ARE NOT PERMITTED TO REAPPLY TO STOCKTON UNIVERSITY GRADUATE NURSING PROGRAM. (See below for dismissal based on student behaviors).**

Grounds for Program Dismissal based on Student Behaviors

Certain unethical and egregious behaviors while a student is in the Nursing Program at Stockton University may be grounds for the action of dismissal from the Program. Please review the Student Code of Conduct in the University Bulletin for off campus actions and behaviors. The following behaviors fall into this category:

- Unprofessional behaviors (i.e. making disparaging remarks about others, use of profanity, texting or the use of the phone in the patient care area, abusive or offensive language, bullying or harassment, threats of violence or retribution, persistent lateness or multiple absences, demands for special treatment, unwillingness to discuss issues with colleagues in a cordial and respectful manner);
- Diverting client's medications or other supplies;
- Engaging in behaviors that result in harm or any attempt to harm the client;
- Falsifying clinical or course documents;
- Fabricating vital signs and other client information on clinical documents;
- Documentation of clinical procedures that were not performed;
- Taking medical supplies from the Nursing clinical labs or any other clinical site;
- Engaging in unfamiliar clinical procedures without the presence of a clinical instructor or agency professional nurse representative present;
- Coming to class and/or any clinical site under the influence of drugs and/or alcohol;
- Engaging in sexual activity with a client;
- Sexual harassment of a client;
- A HIPAA violation to include inappropriately revealing health information about clients or fellow students;
- Reckless and grossly unsafe clinical behaviors; and
- Failure to successfully complete a Criminal Background Check and 11 Panel Drug Screen prior to NURS 5422/5922 or 5541/5941

If any of the above stated infractions are alleged to have taken place, the student shall be charged and if the charges are sustained after a hearing, will be dismissed from the Program.

The process followed by the Nursing Program is:

- The student is notified both verbally and in writing of the allegation via read receipt email and certified mail, by the Office of the Registrar, which if sustained will result in

dismissal. This notification occurs within three (3) business days of knowledge of the infraction by someone in the Stockton University Nursing Program and the notice will include the reasons and evidence for the action.

- If the student chooses to appeal, the student must respond in writing of the intention to appeal the notice of potential dismissal to the Dean of Health Sciences within five (5) business days of receipt of the written notification. If no appeal is received within that five (5) day period, the allegations will be found to be sustained and the dismissal from the Nursing Program will be based on the initial notification letter.
- If an appeal is filed, a nursing faculty committee of at least six (6) members will meet to consider the written appeal. The committee does not include the nursing faculty member(s) involved in bringing the allegation. The faculty committee will consider the appeal through a student hearing process. In addition to the faculty committee, the Graduate Director and/or Dean of Health Sciences will be present at the hearing to act as a non-voting convener of the hearing. This hearing will occur within five (5) business days of notification of the student's appeal. The student may bring one representative who shall act only in an advisory capacity and not participate in the hearing. The student may also bring witnesses to provide testimony and provide evidence at the hearing in addition to making their own statement. The student will be notified in writing via certified mail and read receipt email, within five (5) business days, of the committee's decision.
- If the student is not satisfied with the outcome, the appeal will then go to the Dean of Health Sciences for review. If the decision is upheld and the student is still not satisfied, the appeal will then go to the Provost who will make the final determination regarding the dismissal of the student from the Nursing program.
- If the student is dismissed from the Graduate Nursing program unprofessional or egregious behaviors, the student is not eligible for readmission into any Graduate Nursing program.

STUDENTS RECEIVING PROGRAM DISMISSAL BASED ON BEHAVIOR ARE NOT PERMITTED TO REAPPLY TO STOCKTON UNIVERSITY GRADUATE NURSING PROGRAM.

Please note that some behaviors may also trigger charges of academic dishonesty. For example, falsifying clinical documents, fabricating vital signs and other client information and documentation of clinical procedures that were not performed could fall in this category. The student would then be charged with academic dishonesty based on the University's Academic Honesty Procedure and if the charges are sustained may include sanctions up to and including expulsion. **(The University Policy on Academic Honesty can be found at <http://intraweb.stockton.edu/eyos/page.cfm?siteID=209&pageID=17>).**

Preceptorial Advising

Preceptorial advising is an important part of every student's education. Preceptors and students work together on academic planning before, during, and after completion

of the program. The registration/preregistration periods are most demanding of preceptorial advising. Special blocks of time are designated during those time periods to aid students and preceptors in their efforts. Students are responsible for scheduling appointments with preceptors during the allotted time.

Policy to Inform Students of Program Guide Revisions during the Academic Year

The program and/or the university reserves the right to make changes in the Program Guide based on changes within the university, the nursing program or the State Board of Nursing.

Access to the Program Guide is provided to each student when entering the program, which will contain policies that are pertinent to the Graduate Nursing student during their time at Stockton University. The Program Guide is revised prior to the start of each academic year as needed. New or revised policies faculty deem important enough to implement during the academic year are considered revisions to the Program Guide. Such policies can include, but are not limited to issues of safety, program mission and goals, NJ State Law, and expected student learning outcomes. When this occurs, the following process applies:

1. Every student will be provided a written copy of a new policy or a change to an existing policy – by nursing faculty. This will occur at the first class meeting following policy adoption.
2. The policy will be explained at this time by the faculty member teaching the course.
3. Students will sign that they have received the policy change or addition. The faculty member will provide a master sheet for students' signatures.
4. The Nursing Program Coordinator and Graduate Director will maintain these receipts in the student's file.
5. Students will sign a receipt that they have accessed and read the current program guide annually.

Graduate Assistantships

Each semester graduate assistantship funds are available in which the number of credits available may vary. Graduate students may apply for an assistantship if they meet the following criteria.

1. Must be matriculated
2. Must have a GPA of at least 3.5
3. Must have completed NURS 5331
4. Must have at least one nursing faculty recommendation

Graduate Assistantship application and handbook is available online. See the link below.
<https://stockton.edu/graduate/financial-information/graduate-assistantships.html>

Completed applications are due to the Graduate Director no later than October 31 for the spring semester and March 31 for the fall semester. The Graduate Director and faculty recommend students for assistantships and final decisions are determined by the Dean of the School of Health Sciences.

Note: Preregistration is required before the proceeding term to ensure eligibility for a Distinguished Research Fellowship, Stockton Scholarships and/or a Graduate Assistantship may be jeopardized.

Sigma Theta Tau International Honor Society in Nursing

Sigma Theta Tau, the International Honor Society in Nursing, is committed to the support of nurse scholars, researchers, and leaders. Since its inception, the nursing honor society has focused on academic and professional enrichment programs and informational resources for professional nursing education.

Stockton University's Chapter, Theta Sigma, was chartered in 1986. Membership requires outstanding academic achievement and ability in nursing. Students are invited to join this prestigious group by the College chapter who determines eligibility requirements and conditions for membership. Credentials demonstrating academic achievement and leadership are required.

Program Distinction

Program distinction will be awarded by the nursing faculty members to MSN nursing students with a GPA of 3.9 at graduation and who demonstrated outstanding leadership, service, and clinical excellence in the nursing profession and the community. Program distinction will be awarded at graduation.

III. Graduate Clinical Education Policies and Procedures

Stockton University, Graduate Nursing Program requires all students consistently demonstrate personal integrity, accountability, and professional practice that reflects responsible behaviors consistent with the NJ State Board of Nursing Statutes and Regulations and the American Nurses Association Code of Ethics. It is the expectation of Stockton University that students comply with the Code of Conduct in all off campus clinical rotations, events, and professional obligations.

Failure to comply with this expectation may result in action toward dismissal from the program at any time.

Graduate education and experience in diverse clinical settings are considered a PRIVILEGE. All preceptors and sites volunteer their time to advance your education.

Professional Attire - Please allow enough time to order items.

- Students enrolled in clinical courses are expected to have a name pin. The pin should contain the following information --- **First and last name, RN; NP Student; Stockton University.**
- Students should also wear their school photo ID on a quick release lanyard. No work ID is permitted to be worn during a clinical rotation.
- Students are expected to wear a white lab coat to clinical. The length of the coat is based on student preference. The coat should be free from stains and regularly washed.

- Sandals, open toed shoes, jeans, tops that are cut low or show the midriff are not acceptable attire.
- No visible tattoos or piercings, artificial nails, unnatural hair colors or excessive perfume/fragrances are permitted in the clinical area. Only clear nail polish is permitted.
- Hair must be neat and off the face and collar. Beards and mustaches are permitted but must be neatly trimmed
- The smell of cigarettes or smoking should be avoided in the clinical area. Review the smoking policy in the university *Bulletin*.
- Jewelry is limited to a plain wedding band and one pair of earrings no larger than a dime.

Clearance for Clinical

Students who are scheduled for clinical courses must meet requirements set by health care facilities in the community in which these requirements are non-negotiable. Students must insure they have successfully fulfilled all required clinical and health requirements prior to the start of their first clinical course (Practicum I). Failure to do so may prevent access to the clinical site. All documentation for clinical clearance must be scanned and uploaded into Typhon under External Documents. Please make sure all documents are legible after scanning. Faculty will not review any documents emailed or dropped off.

Students assume financial responsibility to complete all health and other requirements to be cleared for clinical. Students will maintain clinical clearance and submit updated information during all clinical courses at Stockton.

Health Requirements

Provide laboratory results (within 2 years of clinical clearance) for the following titers:

- Hepatitis B
- Measles
- Mumps
- Rubella
- Varicella

NOTE: If you are currently in the immunization process, you must supply proof of the current status. If any of the titers are below the appropriate protection range, additional immunizations may be required and a titer retest.

Provide documentation current TDap vaccine status- (within 5 years).

Annual influenza vaccine is due by the last day of classes in the fall semester. If you are not eligible to receive an influenza vaccine, a letter from your health care provider explaining the rationale must be submitted. You may be required to wear a mask at all times in the presence of patients to participate in clinical.

Initial tuberculosis screening must include a recent two step PPD or a single Quantiferon test. After the initial screening tuberculosis screening (a single PPD) should be updated annually- PPD may not expire between the dates for the current school year.

Professional Requirements

- Proof of malpractice insurance with a documented rider as a NP student. The policy must be current during a clinical semester.
- A clear Criminal Background check and urine drug screen completed by the agency required by Stockton University.
- CPR – BLS for Healthcare Providers through the American Heart Association. This may not expire during a clinical semester.
- RN license in NJ and any other state that the student is completing clinical. The student should enter only the license number on the student account page of Typhon for verification. If the name or address on the RN license is different, please indicate this on the student account page. This may not expire during a clinical semester.

Criminal Background Check (CBC) Requirements:

The Nursing Program at Stockton University adheres to policies required by clinical affiliates where student clinical learning experiences occur. Since clinical affiliates require criminal background checks (CBC) and drug screenings for all students coming to their facility, all nursing students will conform to the following policy mandates. Students are responsible for all costs related to criminal background checks.

Each student must complete a Criminal Background Check and 11 Panel Drug Screen via the agency required by Stockton University. The Graduate Director will provide students with the information for the agency. The Criminal Background Check and 11 Panel Drug Screen **must be completed prior to the start** of their first clinical course (Adult I NURS 5522/5922) or starting the FNP Program (NURS 5541/5941)

- Results of criminal background check will be valid for two years.
- Students must use the agency assigned by Stockton University for the criminal background and urine drug screen – no other results will be accepted.
- History of the following infractions will disqualify the student from progressing in the Graduate Nursing Program:
 - Felony convictions
 - Misdemeanor convictions, probated sentences or felony deferred adjudications involving crimes against persons – including physical or sexual abuse.
 - Misdemeanor convictions related to moral turpitude – including prostitution, public lewdness/exposure, theft, etc.)
 - Felony probated sentences or deferred adjudications for the sale, possession, distribution or transfer of narcotics or controlled substances.
 - Registered sex offenders
- If the nursing student leaves the Program for more than two semesters, a new CBC is required prior to return.

- **A nursing student who is charged/convicted of a criminal offense must report the charge or conviction to the Graduate Director in writing within three days of the charge.**
- A nursing student's criminal background reveals any of the infractions noted above, will be disqualified from participating in any clinical experience and dismissed from the Program.

Drug Screening Requirements

All graduate nursing students will need to undergo an 11 Panel urine drug screening prior to starting clinical rotation (NURS 5422/5922). The 11 Panel Urine Drug Screen should be completed at the same time as the criminal background check using the agency assigned by Stockton University. Students are responsible for all costs related to drug screens.

- Results of the drug screening will be valid for two years, unless there is reason for a faculty member to initiate a random drug screening.
- Students must use the agency assigned by Stockton University and follow the agency's instructions and registration for the drug screening.
- Urine panel screenings will consist of the following 11 chemicals: barbiturates, cocaine, opiates (heroin & codeine), propoxyphene, amphetamines, benzodiazepines (valium and librium), methodone, phencyclidine (PCP), cannabinoids, THC, Demerol, Percodan.
- A positive admissions drug screen will result in dismissal from the Nursing Program. A prescribed medication that shows up on a drug screen requires a letter to the Graduate Director from the prescribing licensed physician or nurse practitioner within one week of the formal notification of the drug screen report.
- If any graduate nursing student has a positive drug screen, the student will not be permitted to participate in the clinical component of a nursing course and is required to withdraw from **all nursing courses for a period of one year**. Students may apply to the Graduate Director for immediate reinstatement warranted by individual circumstances. The application for reinstatement due to individual circumstances must occur within a period of 5 days of the positive drug screen results in the form of an electronic communication to the Graduate Director. When a challenge to a screening is issued by a student, only the original urine sample will be used.
- A student who had a positive drug screen and wishes to return to the program in one year, and does not appeal for immediate reinstatement, must undergo chemical dependency evaluation and treatment by a therapist specializing in addiction behaviors. In order to be considered for full reinstatement at the end of the year, a statement is required by the addiction behavior therapist indicating rehabilitation related to the substance identified in the drug screening. The documentation must also include a statement that the student is able to function effectively and provide safe care for clients in all clinical sites. The student is responsible for communicating intent to return in one

year, electronically, to the Graduate Director within 5 days of the positive drug screen results.

- A second positive drug screening by the same student, after reinstatement in the program, will result in dismissal from the Nursing Program with no appeal process.
- All students are subject to random drug screening at the discretion of a nursing faculty member with due cause.

Note: Individuals with a history of any disqualifying behavior on the CBC or drug screen, will only be considered for readmission to the Program if the NJ Board of Nursing issues a statement that the student is eligible to maintain NJ license as a registered profession nurse and be able to apply for APN status upon completion of the program.

Professional Behaviors in the Clinical Setting

In the clinical setting, students are expected to act in a professional manner at all times. Students are expected to demonstrate professional behaviors as identified in the ANA Code of Ethics and New Jersey Board of Nursing Statues and Regulations.

Students are responsible for obtaining a nursing license for the state where clinical experiences will be completed. Students are responsible for reporting their nursing license number to the program for verification. Students are also responsible to report to the Nursing Program if their nursing license in **any** state has been suspended or revoked during program matriculation. Students without the appropriate nursing license or compliance with all immunization and background checks cannot participate in a clinical course.

Before clinical

Students are required to purchase access to the Typhon Clinical Database. Faculty will email students a link with an invitation and temporary password to sign up for access. There is a one time student fee of \$80.00 for Typhon access. Stockton's account number for Typhon is 3043.

Student seeking to arrange their own clinical rotations may do so **after** consultation with the course leader or Graduate Director. The Graduate Nursing program faculty members make the final decision on clinical site placements. Any requests for new clinical contracts must go the course leader or Graduate Director at least one semester prior to the clinical rotation.

Students will not enter in any patient care role in a clinical site without a current clinical contract between Stockton University and the clinical site.

The following items are required prior to student placement in clinical:

1. Student clinical clearance documents (see clinical clearance section for a list of documents) are uploaded in *Typhon* and remain up to date through the semester of clinical.

2. A completed background check and drug testing through the required agency as appointed by the university.
3. Registration in the didactic and clinical portion of the course.
4. An up to date clinical contract or a contract in the final stages of processing.
5. Approval from the course leader or Graduate Director.

Students will receive email notification from the course leader regarding clinical placements. The email notification will include a letter to the preceptor and site representative regarding the placement, dates of rotation, instructor and student contact information. Students should not reach out to the clinical site to make arrangements until the email notification is received from the course leader.

Students may attend any required orientations at the clinical agency prior to the start of clinical as long as the orientation does not occur in a patient care area. Any completion of in person or at home clinical agency orientations DO NOT count toward the required clinical course hours but are mandatory for site placement. Students not in compliance with any required clinical agency orientations will be removed from the clinical site.

During the clinical course

Students are expected to follow the guidelines and orientation information established by the clinical faculty.

Any time a preceptor or clinical instructor assesses that a student is unable to carry out the appropriate standards of clinical practice due to alcohol, illegal, or mind altering drugs, lack of preparedness, or any other substantive reason, the clinical instructor will remove the student from the clinical area. The clinical instructor will consult with the Graduate Director to determine if the student is safe to return to the clinical area. If the student is removed from the clinical area due to the inability to carry out the standards of clinical practice, it is the clinical instructor's discretion to assign a failing grade for that clinical rotation.

Students are expected to coordinate the clinical schedule with the preceptor including the day of the week, starting and ending times of the clinical day **based on the clinical site and preceptor schedule. This schedule must be reported to the clinical instructor.** Students are expected to attend, be on time for, and to be prepared for each clinical day. Students should not be absent from clinical unless there are unanticipated, uncontrollable situations. A student should call the assigned preceptor **and** the assigned clinical instructor as soon as possible and reschedule the clinical experience if they will be absent. Missing clinical due to **vacations or work obligations** is **not** considered to be an acceptable absence. Students are responsible for arranging time off from work in advance to complete clinical hour requirement before the last day of the semester. Vacations during the academic semester are strongly discouraged.

Incompletes for clinical courses will only be granted if the student experiences extenuating circumstances (major illness, loss of site placement or preceptor after the semester started). Students should collaborate with the clinical instructor prior to the end of the semester to determine they qualify for an incomplete. It is the faculty's and the Dean's discretion to honor the requested incomplete.

After clinical

All students are required to prepare and submit written assignments per departmental and course guidelines. Failure to complete assignments by the due dates can result in course failure.

At all times, students are required to maintain patient safety and patient confidentiality. Failure to maintain standards of safe patient care, academic or professional misconduct could result in course failure and/or program dismissal. See the *University Bulletin* and *Student Code of Conduct* regarding behaviors at off campus sites.

Accident and Injury Policy

Whenever you suffer an injury or become ill while at the clinical worksite, report immediately to the worksite supervisor.

In the case of an apparent serious injury or illness, the worksite supervisor must either call 911 and arrange for transportation to the hospital, or drive you immediately to the nearest hospital emergency room if safe to do so.

The preceptor or designee, at the host site must immediately notify, by telephone, the designated people (clinical instructor, Graduate Director) of the injury/illness and name and location of the destination hospital. A university representative will notify the emergency contact provided by the student.

What to Do If You've Had a Needle Stick

Follow the steps as outlined by the agency where you are being treated. Cleaning the wound, appropriate testing and retesting are critical components of the procedure. You can access additional information at the Clinicians Hotline: 1-888-448-4911. You can reach experts at the National Clinicians' Post Exposure Prophylaxis Hotline, 24 hours a day, 7 days a week at the same number.

Technical Standards

In addition to meeting the above *Health and Clinical Requirements*, there are Technical Standards and Essential Functions that all nursing students must meet. See Policy #M-1 ([Technical Standards and Essential Functions of Nursing Students](#))