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B.S. in Nursing Program Student Handbook

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VCU

VIRGINIA COMMONWEALTH UNIVERSITY

School of Nursing

Creating collaboration. Advancing science. Impacting lives.

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About this Handbook

This handbook is designed to be a resource for currently enrolled BS students at Virginia Commonwealth University's School of Nursing (SON) as well as faculty of the BS Program in Nursing. This handbook supplements the VCU Undergraduate Bulletin located at: http://bulletin.vcu.edu/. Students are expected to familiarize themselves with the policies and information contained in each of these resources.

Welcome from the Dean

It is my pleasure and privilege to welcome you to the VCU School of Nursing. You have made a great investment in your future by selecting a school that is ranked among the top schools of nursing in the nation. We offer a supportive, collaborative environment to ensure your success as you progress through our program.

This handbook is a very important resource designed to provide you with information on life as a student at the VCU School of Nursing. Our highly trained faculty and staff will support you every step of the way and help you get the most out of your experience here. Graduates of our school represent the future of nursing and are well-prepared to improve the care of the patients we serve.

On behalf of the faculty and staff, I extend our best wishes for a dynamic and rewarding educational experience. Thank you for being a part of our tradition of nursing excellence.

Jean Giddens, Ph.D., RN, FAAN
Dean, School of Nursing

Welcome from the Associate Dean of Academic Affairs

Congratulations on beginning or continuing your nursing education at the VCU School of Nursing. As the Associate Dean of Academic Affairs ("chief academic officer"), I and the team of expert educators and professional staff are committed to assuring that you have a world class educational experience at VCU. In light of an ever changing and complex health care environment, we are constantly employing principals of continuous quality improvement, evolving pedagogical principal and best practices to assure that your academic program is cutting edge. We have much to learn from each other. Please let me know if I can ever be of service to you. A career in nursing is the gift that keeps on giving.

Debra J. Barksdale, PhD, RN, FNP-BC, ANP-BC, CNE, FAANP, FAAN
Associate Dean of Academic Affairs, School of Nursing

Welcome from the Program Director

Welcome to the School of Nursing at Virginia Commonwealth University! You are a member of a very select group, admitted through a rigorous and very competitive process. All of the faculty are here to help you be successful in your studies, and prepared for an exciting and satisfying career in nursing.

A university is a community of learners, and one of the most gratifying aspects of my job is continuing to learn with, and from, students. Healthcare is always evolving, and being a nurse means always discovering new ideas, new knowledge, and new skills. If you are enrolled in one of our pre-licensure programs, you will have learning experiences in our classrooms, labs, and a wide variety of clinical settings. If you are enrolled in our RN-BS program, you have chosen to make a substantive investment in taking your career to a different level. All of our students work with our excellent faculty, staff, and clinical partners, who are dedicated to your education.

Please review this handbook carefully, as it is your "contract" with us. The School of Nursing policies and procedures contained in the handbook have been developed to help every student have a rewarding experience, and to ensure that our community of learners remains a vibrant, forward-thinking body.

I am so glad you have joined us, and please never hesitate to let me know how I can make your time with us more productive and enjoyable.

Tamara L. Zurakowski, PhD, GNP-BC

School of Nursing Mission, Vision and Values

Mission
     We shape the future of nursing through the power of education, discovery and collaboration.

Vision
     VCU SON will be the destination for those committed to transforming health care.

Values
     Integrity | Compassion | Diversity | Innovation | Collaboration

Program Overview

A. Outcomes of Graduates
Program Goals
Students will achieve an advanced beginner level of nursing competence by demonstrating:
- I. Effective therapeutic nursing practice.
- II. Nursing judgment.
- III. A spirit of inquiry.
- IV. Professional identity

Student Learning Outcomes
The graduate is a knowledgeable professional nurse who will demonstrate:
1. Integration of theories and concepts from liberal education into nursing practice. (III)
2. Knowledge, skills, and attitudes in leadership, quality improvement, and patient safety to provide high quality health care. (I, II, IV)
3. Professional nursing practice grounded in the translation of current evidence. (I, II. III)
4. Knowledge of skills in information literacy, management, and patient care technology. (III)
5. Knowledge of healthcare, financial, and regulatory policies that influence the nature and functioning of the healthcare system. (I, II)
6. Effective communication and collaboration skills with the interprofessional team to deliver high quality and safe patient care. (I, II, IV)
7. Health promotion and disease prevention at the individual and population level necessary to improve population health. (I, II)
8. Professionalism that reflects the inherent values of altruism, autonomy, human dignity, integrity, and social justice fundamental to nursing. (IV)
9. Competence to practice with patients, including individuals, families, groups, communities, and populations across the lifespan and across the continuum of healthcare environments that respects the variations of care, the increased complexity, and the use of healthcare resources inherent in caring for patients. (I, II, III, IV)

B. Technical Standards
The VCU School of Nursing is responsible for providing education without regard to disability while assuring that academic and technical standards are met. This document defines the non-academic criteria for advancement through and graduation from the BS programs at the Virginia Commonwealth University School of Nursing.

The following technical standards describe the essential functions that a student is expected to demonstrate in order to fulfill the requirements of a nursing education program, and thus, are required for advancement through and graduation from the program. The technical standards for each category identified below are consistent with the expectation of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, including changes made by the ADA Amendments Act of 2008. The technical skill areas include motor, sensory/observation, communication, cognitive and behavioral.

Students must read and sign the technical skills document before matriculation into the VCU School of Nursing. It is incumbent upon the student to review these technical standards on a regular basis to ensure continued compliance. If a student finds that they are unable to be in compliance with technical standards for an acute or chronic condition, they should speak with the advisor and pertinent course faculty immediately.

1. Motor Skills

GENERAL: A student must have sufficient motor function and coordination of gross and fine muscle movements necessary to execute movements essential to providing effective and safe healthcare activities required of a nurse. Students must be able to execute these movements in a safe, deliberate and (as the situation warrants) swift fashion.

Examples of tasks utilizing gross and fine motor skills include, but are not limited to:

- Performing CPR
- Assisting in the transferring and positioning of patients
- Apply physical restraints to adults and children
- Engage in periods of prolonged standing or sitting while in the clinical setting. Shifts may be anywhere from 8-12 hours.
- Move deliberately and safely within confined settings such as the patient room or operating room
- Obtaining labs from a patient via blood draw
- Use and calibrate equipment such as monitors, sphygmomanometers, stethoscopes, etc.

2. Visual

Sensory/Observation

GENERAL: A student must be able to acquire assessment information visually to assist in providing safe, competent nursing care.

Examples of tasks utilizing visual processing include but are not limited to:

- Observing patient's skin color and general body habitus.
- Observing readings on monitors and gauges.
- Observing drainage, bleeding or other exudates on dressings or in drainage devices.
- Properly see and read notes in a patient's chart or medical record.

3. Auditory

GENERAL: A student must be able to acquire assessment information auditorily to assist in providing safe, competent nursing care.

Examples of tasks utilizing auditory processing include, but are not limited to:

- Hearing patient or family member calls for help
- Hearing verbal commands from other providers and colleagues
- Hearing alarms from equipment
- Hearing sounds produced by auscultation via a stethoscope
- Hearing conversations via telephone or other electronic means (i.e., teleconferencing)

4. Tactile

GENERAL: A student must be able to acquire assessment information via tactile assessment (percussion and palpation) to assist in providing safe, competent nursing care.

Examples of tasks utilizing tactile assessment skills include, but are not limited to:

- Palpating skin lesions, masses or other protuberances
- Palpating the skin to assess temperature

5. Olfactory

GENERAL: A student must be able to acquire assessment information via olfactory assessment to assist in providing safe, competent nursing care.

Examples of tasks utilizing olfactory assessment skills include, but are not limited to:

- Smelling exudates or other drainage from a patient

- Smelling smoke, fire or other environmental indicators of imminent danger
- Smelling other clinical indicators of acute patient decompensation (i.e., ketones, alcohol, etc.)

6. Communications

GENERAL: The student must have proficiency of the English language such that they may communicate effectively and sensitively with patients, family members, and other members of the healthcare team. This includes verbal, written, and non-verbal communications. Sound communication is critical for safe, and coordinated quality of care. The student needs to be able to demonstrate appropriate expressive and receptive communication.

Examples of tasks which require sound communication skills include, but are not limited to:

- Reading and obtaining information from various texts, articles and other educational aids.
- Reading and obtaining information from clinical documents including but not limited to patient charts, images (CT, X-ray, MRI, etc.)
- Reading for the purposes of safety verification a patient's arm band, barcode for medication administration, or laboratory order slips.
- Obtaining a health history on a patient, family or community
- Explaining relevant lab results, diagnoses or the plan of care in a manner which is meaningful, respectful, and understood by the patient or the family.
- Explaining aforementioned lab results, diagnoses or plan of care in a way that is respectful and not unduly alarming to patients and their family members.
- Correctly and succinctly document assessment findings either verbally or written as the situation dictates.

7. Cognitive

GENERAL: A student must be able to measure, calculate, reason, analyze, integrate and synthesize complex information and demonstrate acquired knowledge across multiple care settings.

Examples of tasks which require cognitive ability include, but are not limited to:

- Comprehension of three-dimensional relationships
- Understanding and comprehension of spatial relationships of structures to allow for safe navigation of the clinical space.
- Problem solving in a dynamic, fast-paced environment.
- Converse and problem solve with multiple members of the healthcare team in a dynamic, fast-paced environment.
- Engage in critical thinking and analysis in a timely fashion to ensure prompt and safe delivery of care.
- Engage in ethical decision making, properly weighing pros, cons and patients' preferences.
- Obtain and interpret assessment and patient care information from a variety of media including written reports, verbal reports, and electronic orders in a timely fashion to assist in providing safe, competent care.

8. Behavioral

GENERAL: A student must possess appropriate mental and behavioral health required for full use of his/her intellectual abilities, the exercise of good judgment, the prompt completion of all

responsibilities attendant to the diagnosis and care of patients, and the development of mature, sensitive and effective relationships with and colleagues.

Examples of tasks which espouse proper mental and behavioral health include, but are not limited to:

- Ability to adapt to rapidly changing environments; maintain functionality and flexibility in highly stressful and uncertain environments and circumstances.
- Ability to be flexible; functioning well in the face of uncertainties inherent in the clinical setting and the patient's clinical trajectory.
- Demonstration of compassion, integrity and concern for patients, colleagues and others.
- Ability to accept constructive feedback (provided verbally or in writing) in the didactic and clinical portions of the program and appropriately modifying behavior based on the feedback.
- Appropriately modify behavior based on feedback
- Demonstration of appropriate interprofessional relationships with other colleagues and staff.
- Demonstration of appropriate, non-discriminatory and honest relationships with patients, families and communities.
- Demonstration of appropriate professional boundaries with patients and families, including the avoidance of contacting patients via social media (i.e., Facebook)

Pre-Enrollment
A. Criminal Background Check and Drug Screening

Policy

An offer of acceptance to the VCU School of Nursing (SON) is conditioned upon the successful completion of a criminal background check (CBC) and drug screening. Students are also required to complete this process upon program re-entry subsequent to a leave of absence, program withdrawal or program separation greater than thirty consecutive days.

After enrollment, all students must report any felony, misdemeanor, or court martial charges and convictions to the Director of Student Success, which occur during their enrollment within 10 business days of occurrence. For criminal charges, a review committee will consider the nature of the underlying conduct resulting in the charge and make the determination as to whether to suspend the student pending resolution of the criminal proceeding. Criminal charges, by themselves, will not necessarily warrant denial of continued enrollment.

Rationale

The SON requires CBC and drug screening for all students prior to enrollment. Background checks and drug screening are conducted to ensure that nursing students are competent, safe, and trustworthy to engage in clinical rotations and other critical aspects of the programs.

The SON also conducts the screenings to:
- Respond to regulatory mandates and the requirements of the School of Nursing's affiliated clinical facilities.
- Bolster the continuing trust of the public in the nursing profession.

Procedure

The CBC and drug screening are a mandatory component of the pre-matriculation process. The final decision regarding matriculation of an applicant will be based on the information in the CBC/drug screening reports.

Factors involved in the final decision may include, but are not limited to:
1. The nature, circumstances, and frequency of any reported offense(s).
2. The length of time since the offense(s).
3. Available information that addresses efforts at rehabilitation.
4. The accuracy of the information provided by the applicant.

Individuals who do not give permission to the conduct of the criminal background check/drug screening or who fail to provide the reports as required will not be allowed to matriculate in the School of Nursing.

- An independent vendor has been identified by the SON to provide the criminal background and drug screening. Each applicant will be responsible for requesting the report and submitting payment for the report.
- The CBC and drug screening report shall span the prior seven-year period, and shall include all convictions at a felony or misdemeanor level.
- The information obtained through the CBC and drug screening will not become part of a student's academic file and will remain confidential unless the findings result in an institutional action by the SON.
- The CBC and drug screening document will be destroyed upon the student's graduation/separation from the institution.
- The vendor sends the CBC and drug screening reports electronically to the Office of Student Success (OSS) in any decision that may adversely affect the individual.
- Validated background reports found to be in conflict with responses in the application may be grounds for withdrawal of an offer of enrollment based upon submission of false or misleading information on the application.
- The existence of a conviction or a positive drug screen will not necessarily result in a denial of enrollment to the School of Nursing. Instead each case will be reviewed by a committee other than the admissions committee and evaluated on its facts.
  - The admission of students with a conviction or a positive drug screen who are granted entry into VCUSON may not be able to complete the program if their conviction prevents securement of clinical practicum sites.

  - Additionally, students are advised that nursing licensure and subsequent prescription and DEA certification (for NP students) are not guaranteed upon graduation and board certification, but are considered by the state board of nursing in which the individual is applying.

Review Committee
The review committee shall include, but is not limited to the:
- Director of Student Success,
- Associate Dean of Academic Affairs (or other administrative dean),
- Two faculty members and,
- University attorney as needed to clarify legal processes.

The review committee is responsible for making determinations regarding acceptance or denial of enrollment and communicating the determination to the student.

- Any determination to deny enrollment will be communicated to the student in writing, giving the reason for the denial and allowing the student five business days from the date the communication was sent to respond to the determination before it becomes final.

- The student's response should be sent to the Director of Student Success and should include any relevant information concerning the CBC and/or drug screen to be considered by the committee, including any challenge to the accuracy of the report.

- The committee shall consider the response, and shall issue a final determination within 72 hours of receiving the student's response.

VCU School of Nursing Disqualifying Criminal Offenses
Felonies
1. A crime of violence.
2. Any felony offense involving unlawful sexual behavior.
3. Any felony, the underlying basis of which has been found by the court on the record to include an act of domestic violence.
4. Any felony of child abuse.
5. Any felony offense in another state, the elements which are substantially similar to the elements of any of the above offenses.

Misdemeanors
C. Third degree assault.
D. Any misdemeanor, the underlying factual basis of which has been found by the court on the record to include an act of domestic violence.
E. A misdemeanor offense of child abuse.
F. Any misdemeanor offense of sexual assault on a client by a psychotherapist.
G. Any misdemeanor offense in another state, the elements of which are substantially similar to the elements of any of the misdemeanor offenses listed above.

Criminal Histories
1. Convictions/deferred adjudications involving crimes against persons (physical or sexual abuse, neglect, assault, murder, etc.).
2. Convictions related to moral turpitude (prostitution, public lewdness/exposure, etc.).
3. Convictions/deferred adjudications related to the sale, possession, distribution, or transfer of narcotics or controlled substances.
4. Registered sex offenders.

B. Student Verification Form

Prior to beginning their programs, students will read and sign the Student Verification Form that will remain in each student's file in the Office of Student Success. A copy of this form can be found in **Appendix A.**

C. Health and Certification Requirements

Students will comply with the immunization requirements outlined in the **VCU Health Science Certificate of Immunization.** Students are also required to present annual documentation of TB screening and flu vaccine to University Student Health Services by the published deadlines.

Students enrolled in hybrid or online programs will comply with the immunization requirements outlined in the **VCU Certificate of Immunization.** Students may be required to present documentation of additional immunizations for practicum and research experiences.

See University Student Health Services/Immunizations for additional information (http://www.students.vcu.edu/health/immunizations/). All requirements apply to full- and part-time students and must be submitted to the University prior to enrollment.

Enrollment
A. Academic Advising
All baccalaureate students have a designated advisor. Students are responsible for contacting their advisor and seeking assistance with school-related issues.

Academic advising is an ongoing process designed to assist students as they develop educational plans consistent with their interests, abilities and goals, and to link students with University resources that may enhance their total educational experience.

The Procedure for setting up appointments with advisors is as follows:

Traditional and Accelerated BS students: Traditional and Accelerated BS Students: Students are assigned and added to an advisor's caseload in Student Success Collaborative (SSC) after admission processes are completed. The Student Success Collaborative (SSC) system allows students to make appointments with their advisor during office hours. Students can access SSC through their MyVCU portal page. Required advising meetings are determined on a case-by-case basis.

RN-B.S. students: Once students are admitted, they will receive a follow-up email from their advisor. This email will include a checklist and instructions on what needs to be completed prior to starting classes. Students will set up a mandatory appointment with their advisor via email. Face-to-face appointments are preferred but phone appointments are acceptable for students who live outside the Richmond area.

A file for each admitted student in an undergraduate program is maintained in the Office of Student Success. The folder contains the plan of study, Student Verification form, Confidentiality Agreement for VCUHS, and any other documents related to the student's education. The information in the file is maintained by the student's advisor.

Advisors work closely with the Career Services office to coordinate events tailored to nursing students. Career Services is also happy to work individually with students upon request. http://www.careers.vcu.edu/who-we-are/

B. Degree Requirements
The following is an outline of degree requirements for the undergraduate programs.

Traditional B.S. Program
Credits required for admission to program: 28
University Core Education curriculum

UNIV 111 Focused Inquiry I	Focused Inquiry I [1]

UNIV 112 Focused Inquiry II	Focused Inquiry II [1]	
UNIV 200	Inquiry and the Craft of Argument (also fulfills collateral requirement)	3
Approved humanities/fine arts (**PHIL 201**, also fulfills collateral requirement)		3
Approved natural/physical sciences [1]		
Approved quantitative literacy (**STAT 210**, also fulfills collateral requirement)		3
Approved social/behavioral sciences [1]		
Total Hours		**9**

[1] Fulfilled through admission requirements.

Collateral requirements

BIOL 209 & BIOZ 209	Medical Microbiology and Medical Microbiology Laboratory	4
PHIL 201	Critical Thinking About Moral Problems (fulfills University Core: humanities/fine arts)	
PHIS 206 & PHIZ 206	Human Physiology and Human Physiology Laboratory	4
PSYC 304	Life Span Developmental Psychology	3
STAT 210	Basic Practice of Statistics (fulfills University Core: quantitative literacy)	
UNIV 200	Inquiry and the Craft of Argument	
Total Hours		**11**

Major requirements

IPEC 501	Foundations of Interprofessional Practice	1
IPEC 502	Interprofessional Quality Improvement and Patient Safety	1
IPEC 561	IPE Virtual Geriatric Case	2
or **IPEC 562**	IPE Quality Improvement Project Practicum	
NURS 201	Concepts of Professional Nursing	2
NURS 202	Technologies of Nursing Practice	6
NURS 261	Health Assessment for Nursing Practice	3
NURS 325	Nursing of Adults I	6
NURS 335	Nursing of Women	5
NURS 345	Nursing of Children	5
NURS 355	Psychiatric-Mental Health Nursing	5
NURS 365	Pathophysiology and Pharmacology I	3

NURS 366	Pathophysiology and Pharmacology II	3
NURS 371	Evidence-based Practice	3
NURS 416	Community Health Nursing	5
NURS 425	Nursing of Adults II	6
NURS 478	Leadership and Management in Health Care: Theory and Application	5
NURS 496	Senior Synthesis (University Core Capstone)	6
Total Hours		**67**

Electives

Select three elective credits	3
Select six elective credits at 300 level or higher	6
Total Hours	**9**

Total minimum requirement 124 credits

RN-B.S. Program
Credits required for admission to program: 53
Major requirements

NURS 301	Nursing Informatics	3
NURS 307	Foundations of Professional Nursing I	3
NURS 308	Foundation of Professional Nursing II	3
NURS 309	Population Health	3
NURS 403	Evidence-based Practice in Health Care	3
NURS 406	Interprofessional Collaborative Practice	2
NURS 408	Ethics, Law and Public Policy: Application to Nursing Practice	3
NURS 409	Population Health: Application to Nursing Practice	2
NURS 462	Advanced Pathophysiological Concepts: Application to Patient Care	3
NURS 477	Leadership and Management in Health Care	4
NURS 488	Clinical and Management Decision-making (University Core Capstone)	3
Upper-division proficiency credits awarded after successful completion of **NURS 308**		39
Total Hours		**71**

Total minimum requirement 124 credits

Accelerated B.S. Program
General Education requirements

UNIV 111 Focused Inquiry I	Focused Inquiry I [1]	3

UNIV 112 Focused Inquiry II	Focused Inquiry II [1]		3
UNIV 200	Inquiry and the Craft of Argument [1]		3
Approved humanities/fine arts [1]			3
Approved natural/physical sciences [1]			4
Approved quantitative literacy [1]			3-4
Approved social/behavioral sciences [1]			4
Total Hours			**23-24**

[1] Met with previous baccalaureate degree.

Major requirements

IPEC 501	Foundations of Interprofessional Practice	1
IPEC 502	Interprofessional Quality Improvement and Patient Safety	1
IPEC 561	IPE Virtual Geriatric Case	2
or **IPEC 562**	IPE Quality Improvement Project Practicum	
NURS 201	Concepts of Professional Nursing	2
NURS 202	Technologies of Nursing Practice	6
NURS 261	Health Assessment for Nursing Practice	3
NURS 325	Nursing of Adults I	6
NURS 335	Nursing of Women	5
NURS 345	Nursing of Children	5
NURS 355	Psychiatric-Mental Health Nursing	5
NURS 365	Pathophysiology and Pharmacology I	3
NURS 366	Pathophysiology and Pharmacology II	3
NURS 371	Evidence-based Practice	3
NURS 416	Community Health Nursing	5
NURS 425	Nursing of Adults II	6
NURS 478	Leadership and Management in Health Care: Theory and Application	5
NURS 496	Senior Synthesis (University Core Capstone)	6
Total Hours		**67**

Total minimum requirement 124 credits

Please see **Appendix B** for plans of study

C. Criteria for Upper Division Elective

In order to fulfill the requirement of the upper division elective a course must meet the following criteria:

- 2 – 3 credit course
- 300 level course or higher.

D. School of Nursing Honors College

The School of Nursing (SON) supports the VCU Honors College for nursing majors. Procedure/Information:

1. The SON Office of Student Success, in concert with the Director of the Honors Program, will identify SON students or applicants who are eligible for the Honors Program.

2. An advisor for honors-enrolled or honors-eligible students shall be designated.

3. Eligibility criteria for SON honors courses will be a cumulative GPA of 3.5 or permission of the instructor and Honors Director.

4. Honors courses shall be developed by faculty and approved by the UCC prior to submission to the Director of the Honors Program.

Traditional students interested in the Honors College should let their advisor know. The earlier you apply, the easier it is to complete the requirements. Many of the requirements are fulfilled by courses you already have to take for nursing. There are also additional benefits such as early registration, research opportunities, and guaranteed admission to graduate school.

F. Non-Degree Seeking Students

Students who have not been admitted to the School of Nursing may be allowed to enroll in selected some nursing courses. Permission to enroll in courses is granted by the Associate Dean of Academic Affairs on a case by case basis. Only six credits earned as a non-degree seeking student can be used for the BS degree.

Decisions for enrollment are based on permission of the instructor, space availability and designation of the course as open to non-degree seeking students

Academic Policies
A. Paper Format

Unless otherwise stated by instructor, the most recent *Publication Manual of the American Psychological Association (APA)* is to be used for all papers written in the School of Nursing.

B. Grading Scale

A seven-point grading scale will be used in all undergraduate courses as follows:

A 94 - 100
B 87 - 93
C 80 - 86
D 73 - 79
F Below 73

Examinations and standardized tests are essential measures of competence and knowledge and integral to assuring that students provide safe and effective patient care. The School of Nursing has established the following requirements to assure integrity of the testing environment.

Students sitting for in-person examinations are expected to:
- Arrive at the designated room on time.
- Place all books, coats, purses, etc. at the front of the classroom.
- Turn cell phones off and place securely in backpack or purse.
- Remove virtual reality glasses/goggles or electronic "smart" watches
- Remove hats, hoodies, and jackets with large pockets.
- Leave bottled beverages with labels with backpack/purse (only bottled water is allowed).
- If calculators are permitted, only freestanding pocket calculators are allowed. Cell phones cannot be used as a calculator. In computer based examinations, a calculator is embedded within the software.
- If computer based examination, refrain from opening any computer program other than the one to take the examination.
- Report any misconduct or annoying behavior to the faculty/ proctor during the examination so appropriate action may be taken.
- If provided with a GradeIt type paper test, credit is given to the answers on the answer sheet and will not be given for any item erroneously transposed
- Place name and VCU student identification number (vID) on the answer sheet and the test booklet when paper is used and return it to the faculty or proctor.
- Use the restroom prior to sitting for the examination. Students who must use the restroom during an examination will be accompanied by a proctor at all times.
- Demonstrate honesty and integrity and not utilize textbooks, notecards or personal assistance during the examination process.

If suspected of cheating, the student's examination will be removed. In accordance with VCU policy, students suspected of cheating will be referred to the Office of Student Conduct and Academic Integrity.

Missed Examinations

In the event of a personal emergency (e.g., unexpected illness, death in the family) or participation in a required University activity, students must notify the course faculty in advance. In advance is defined as **prior to the beginning of the examination** *for a personal emergency* or **at least 2 weeks in advance** *if the student is participating in a required University activity*. Students should notify the course faculty using the method preferred by course faculty (e.g., phone call, email). Examinations will not be given to students who have not provided timely notification of a SON-accepted absence and will result in a grade of "0" on that examination.

Examinations may be made up only in the case of absences for reasons acceptable to the course faculty.

The make-up examination will be taken within one week of the scheduled examination or at the discretion of the course faculty. The student must make arrangements for the make-up examination with the course faculty. Exception may be made for student absences of one week or

more with the concurrence of faculty and program director. Make-up examinations may be a different version of the original examination.

*Standardized examinations (e.g., HESI) can only be administered at the designated time and cannot be made-up.

Online Testing

- Quizzes and examinations will be administered online unless otherwise specified by faculty. At course faculty discretion, quizzes and examinations may be administered in a proctored learning environment.
- Unless otherwise specified by course faculty, students may not use textbooks, notebooks, or audio, visual, or written input from others.
- Students taking quizzes and examinations online are required to work independently. Work submitted online must be work completed by the student only. Students should not take quizzes or examinations with a partner or receive input or assistance from another student or individual.
- Quizzes and examinations that are given online will have date and time limitations for when the examination will be available. Any student who fails to take the quiz or examination during the time frame allotted will receive a grade of "0" for that assessment.
- All examinations and quizzes must *only* be taken by the student enrolled in the course.

Student Requiring Testing Accommodations

Students who have been granted a letter of testing accommodations in accordance with Federal Laws,* will generally take all scheduled *in person* examinations at the Division of Academic Success offices (VMI Building 1000 E. Marshall St). This will assure a testing environment that addresses the student's specific accommodation need.

*American Disabilities Act 1990, amended 2008; Rehabilitation Act 1973

D. Grade Appeals

The School of Nursing follows the university guidelines with the exception of spring grades. For grades awarded in the spring semester, the written appeal must be submitted no later than 14 days after the beginning of the summer semester. Refer to the VCU Grade Review Procedure for additional information.

E. Separation from the School of Nursing

Before separating from the School of Nursing, the student must drop/withdraw all nursing courses. The student should contact the University registrar for any additional guidance and requirements for separation from the school.

F. Readmission after Dismissal from the Undergraduate Program

Following dismissal from the undergraduate program, a student may not apply for readmission for two consecutive semesters, including the summer session. In order to be considered for possible readmission, a student must do the following:

- Obtain an educational assessment from the Office of Health Careers/Education and Special Services for Students on the MCV Campus (or a comparable agency) or document an assessment completed no earlier than the student's last semester of attendance at VCU,

- Take a minimum of 9 credits at an academic institution and attain a minimum GPA of 3.0 on these credits,
- Submit a complete readmission packet:
- Include a reference letter from a faculty member in one of the courses taken since dismissal from the program.
- In the personal statement accompanying the admission packet, demonstrate insight into the reasons for the dismissal and present a thoughtful, reasoned plan for success, if readmitted.

The above is neither intended to be all-inclusive nor to imply that completing these activities guarantees a successful application for readmission. Additional information relevant to the student's particular situation may be required by the Undergraduate Curriculum Committee. All courses required for the nursing major, which are taken after the student is readmitted to the program, must be completed with a grade of "C"/satisfactory or better. If a course is failed with a "D"/unsatisfactory or below, the student may not proceed in the nursing major and will be dismissed from the School of Nursing.

When a student is re-admitted after a previous dismissal from the program, the student may not enroll in more than 13 credits per semester of attendance unless the number of nursing credits required by the student's curriculum plan is greater. In this case, the student may enroll in no more than 15 credits, including nursing courses, per semester. Once a re-admitted student has attained a semester GPA of at least 3.0 for at least two consecutive semesters, the credit limit will be rescinded.

G. Timeline from Admissions to Graduation

The time limit for completion of the undergraduate programs is six years. The credentials and programs of a candidate unable to meet this requirement may be evaluated by the Undergraduate Curriculum Committee (UCC) upon request. Such a candidate may have to meet additional requirements established during the interval since matriculation.

Students in the pre-licensure BS track who are not in continuous enrollment (as defined by University policy) may have to meet additional program/course requirements. The UCC will evaluate and determine the student's program of study if readmitted to the program.

H. Withdrawal from courses

Students should consult with course faculty and your advisor prior to withdrawing from a course. Official semester add/drop dates are posted on the University's Academic Calendar (http://academiccalendars.vcu.edu/).

I. Communicating Issues and Concerns

The School of Nursing strives to create an atmosphere that facilitates communication between students and faculty and maximizes student learning and achievement. If students have issues/concerns regarding their courses, clinical experiences or any aspect of their academic program, they are expected to demonstrate professionalism in addressing their issues/concerns to the appropriate person(s). The academic advisor (for undergraduate students) or appropriate Program Director can assist students in navigating the appropriate steps.

The following steps will aide in effectively communicating issues and concerns.

1. The student should first meet with and discuss the issue/concern with the faculty member directly related to the issue/concern. (If the student feels uncomfortable addressing the issue/concern directly with that individual, the student may proceed to step 2. However, faculty have a right to be informed of student issues/concerns that involve them.)

2. If the issue/concern remains unresolved after step 1, the student should meet with the Program Director to discuss the issue/concern. The Program Director will review the issue/concern and a) facilitate a resolution with course faculty for course-related issues/concerns and/or b) refer the issue/concern to the appropriate Department Chair for faculty related issues.
3. If the issue/concern remains unresolved after step 2, the student should meet with the Associate Dean of Academic Affairs to discuss the issue/concern.
4. If additional actions are indicated, the Associate Dean of Academic Affairs will direct the student to the Dean and other university-level processes, as appropriate.

J. Unprofessional Conduct

In addition to those standards of conduct described in the Rules and Procedures of Virginia Commonwealth University and agencies that provide clinical experience, a student may be suspended or dismissed from the school for failure to meet academic requirements or failure to exhibit the attitudes and skills deemed necessary to function as a professional nurse. The School of Nursing recognizes its responsibility to the nursing profession and to the health care consumer. Therefore, any action by a nursing student considered to be unprofessional conduct shall be deemed cause for disciplinary action.

Unprofessional conduct may be defined as, but is not limited to:
- Fraud or deceit in filing application for admission to school such as false representation on the application.
- An act that violates the accepted social norms regarding conduct of one person towards another.
- Social norms refer to the laws, written or unwritten, that protects the individual and/or his/her property from unwanted acts of another such as stealing, lying, cheating and slander.
- Conviction of a felony.

K. Retention of Course/Clinical Materials

Students are strongly encouraged to keep a record of course and clinical materials from each course taken throughout your program of study. Information from such courses may be valuable in seeking certification, licensure, and employment after graduation. Some states require detailed information about course and clinical work including course outlines for licensure. Some examples of information that may be useful to keep includes course syllabi, evaluations from both instructors and preceptors, logs, major papers, and case studies.

Clinical Practicum Policies

C. Enrollment Restrictions for Clinical Nursing Courses

Enrollment in clinical courses is restricted to students admitted to the School of Nursing or those enrolled in an international exchange program with VCU School of Nursing. Enrollment in all clinical courses is based on availability of space in these courses.

B. Clinical Practicum Placements

Your advisor will communicate with you during orientation (Accelerated) or during your first semester (Traditional) any onboarding requirements for placements at the various clinical agencies. Most of this is currently online but there may be additional paperwork required. In addition, any clinical agencies where you may be placed could have additional onboarding requirements including but not limited to, additional background/drug screens, online modules, additional health record

requirements, etc. You are required to comply with all requirements for any site at which you are placed.

1. RN-B.S. students

Prior to taking the final nursing capstone course, NURS 488, you will receive an email from your advisor regarding requirements and instructions on securing an approved clinical placement. Many of the approved placements will require students to complete onboarding paperwork.

C. Medication Calculation, Administration, and Safety Exam

Students who do not pass the Medication Calculation, Administration, and Safety Exam given in NURS 202, Nursing Technologies as specified in the syllabus will be deemed clinically unsafe and will not be allowed to attend clinical experiences. See BS Progression Policies.

D. Required Certification

CPR

Students entering the School of Nursing must have current certification in Basic Life Support (BLS) for Health Care Providers from the American Heart Association before they begin their first clinical nursing course and maintain certification throughout enrollment in VCU School of Nursing. Students with expired BLS certification will be unable to enroll in clinical courses.

Students must show a valid cardiopulmonary resuscitation (CPR) certification to the Office of Student Success prior to the first day of classes of each academic year. CPR certification must include:
- One and two-rescuer CPR
- CPR for infants, children and adults
- Rescue breathing for choking infants, children and adults

Students must upload current CPR cards into Typhon. CPR cannot expire in the middle of any semester and must be current in order for you to register for clinical sections. Your advisor will send reminders and may provide available classes, but recertification courses can always be found through the American Heart Association website: www.heart.org.

HIPAA

All students must complete **Health Insurance Portability and Accountability Act** (HIPAA) training prior to enrollment in their first clinical course.

E. Tracking of Clinical Learning Experiences

All pre-licensure nursing students are required to purchase and use the electronic clinical experience documentation system (Typhon/NSSST), approved by the School of Nursing faculty, in all clinical courses beginning with NURS 202.

This system is called Typhon. You will purchase access during orientation, and will use the system throughout your time in the program. (Traditional and Accelerated only). Each of your clinical experiences will be documented in Typhon, as well as compliance documents (see section on Health Requirements and Clinical Required Certification).

F. Professional Appearance and Attire in Clinical Settings

Unless otherwise instructed by Clinical or Course Faculty, prelinsenure students are expected to wear their designated VCU School of Nursing scrubs, VCU ID tag, and closed-toed, non-porous shoes when in the inpatient setting for clinical experiences. As students may be placed in multiple

institutions, it is required that they are aware and adhere to the dress code specific to the institution in which they are completing their clinical.

The Faculty of the School of Nursing believes that an image of professional competence, self-respect and respect for others is conveyed, in part, by one's appearance and attire. In addition, certain aspects of one's appearance and attire have implications for patient safety and the ability to perform one's duties effectively. To address these professional concerns, the School of Nursing has adopted the following policy which outlines requirements and expectations with respect to professional appearance and attire of both graduate and undergraduate students while in clinical settings.

General guidelines
The School of Nursing expects students in any of its programs to consistently present, through appearance and attire, a positive public image of both nursing and the VCU School of Nursing.

General appearance should contribute to effective educational and patient care environments and reflect a high standard of personal cleanliness and hygiene at all times.

Clothing (including uniforms, lab coat and street clothes) must be clean, neat, free of wrinkles and well-fitted.

Regardless of attire, a VCU ID badge must be worn in all clinical or clinically related situations (including but not limited to pre-clinical assessment, patient care situations, observational experiences and simulation settings such as the VCU SON Clinical Learning Center).

Students are expected to adhere to this policy. Failure to do so will result in dismissal from the clinical agency and is evidence of unprofessional behavior.

Professional attire
Professional attire consists of clothes that are consistent with "business casual".
- For men, trousers worn at or near the waist and shirts with sleeves and collars which are buttoned so that the chest is covered.
- For women, slacks or moderately cut dresses or skirts around knee length. Modestly constructed tops that have sleeves and do not reveal cleavage should be worn with slacks or skirts.
- For all, shoes should be low-heeled with closed toes, and of non-porous material. Socks or stockings must be worn as appropriate.
- For all, fingernails should be trimmed and without nail polish. Please note nail polish and/or artificial nails including extensions, tips, gel overlays, resin wraps, silks, paper UVC polish and acrylic fingernails all pose unacceptable infection risks to patients.

Professional judgment and discretion should be exercised in selecting street clothing for wear in clinical situations when a uniform is not required. To assist in the development of a professional wardrobe, the following list is provided to describe types of clothes and shoes that do not convey a professional image:
- Any item of clothing constructed of see-through fabrics
- Jeans and other items constructed of denim
- Tee shirts
- Sweatshirts or sweatpants
- Tight fitting pants or tops

- Slogan imprinted items
- Shorts, skorts and Capri-length pants
- Short or slit skirts
- Clothing which exposes midriffs, back, chest or underwear
- Low rise pants or rolled-down waist band of scrub pants
- Flip-flops or slides
- Open-toed sandals
- Hats or headdresses of any sort, unless worn for medical or religious purposes

G. Attendance

Clinical learning is an essential component of the academic program. As such, students are expected to fulfill all clinical attendance requirements in order to meet course objectives for clinical courses.

- Students are reminded to use their best professional judgment in the event of illness or emergency situation where the student must be absent. Students are required to notify the clinical faculty of their tardiness or absence from a clinical experience prior to the start of the assigned clinical.
- More than one absence during a clinical course may preclude the ability to meet course objectives.
- Students will be expected to "make up" all missed clinical hours at a time which will be scheduled at the discretion of the course professor or clinical preceptor and based on the availability of clinical faculty. Courses may have more rigorous standards that will be outlined in the syllabus.
- A student is considered tardy if they arrive at the clinical learning experience later than the designated start time. Tardiness may result in a clinical absence. A warning will be issued the first time a student is late. If a student is late a second time, he/she will be issued an Academic/Clinical Remediation Form with a Student Performance Improvement Plan. A third tardy will result in failure of the clinical course.

Clinical absences and tardiness will be reported to the course professor and the student's advisor in the Office of Student Success.

H. Dismissal from a Clinical Course

A student may fail a clinical course prior to the completion of the course under certain circumstances. A student whose conduct is judged to be clinically unsafe will be dismissed at any time from a clinical unit. Unsafe clinical performance is defined as behavior that is actually or potentially injurious to patients or staff and is out of the range of ordinary student mistakes. Dismissal for the remainder of the course results in a failing grade for the course as does any failure to meet course objectives.

If you are dismissed from a clinical course, you should meet your advisor as soon as possible to discuss options and next steps. This will likely include a plan of study revision and delayed graduation.

The procedure for Dismissal is as follows:
- The clinical faculty member observes the behavior or verifies the report of another who was actually present.

- The faculty member determines that the behavior was unsafe or injurious. The judgment is based on the professional knowledge of the faculty member.
- The faculty member informs the student and dismisses the student from the clinical unit.
- The faculty member consults the course lead faculty, the department chair, program director, and the Associate Dean of Academic Affairs.
- The faculty member makes the final decision to allow or forbid the student to return to the unit.
- The faculty member writes a description of the student's behavior leading to dismissal from the clinical unit and gives a copy of the report to the student (within 3 business days). A copy of this report is given to the advisor, program director, department chair, and Associate Dean of Academic Affairs. The student will be advised of the right to appeal under the University Grade Review process.

I. Blood-Borne Pathogen Exposure

Policy:
Students enrolled in the VCU School of Nursing shall adhere to all OSHA Blood-borne Pathogens Standard requirements and consider an exposure to blood and/or body fluid as a medical urgency for evaluation by a specially trained health care practitioner. This policy applies to formal course-related activities, not volunteer events.

Procedure:
In case of needle sticks, scalpel cuts, mucous membrane splashes, or other exposures involving body fluids, follow these steps:

1. **Immediately** wash the site for 3- 5 minutes with soap and water or flush mucous membranes (mouth, eyes) for 15 minutes with sterile normal saline or tap water (remove and discard contact lenses)

2. Report the injury/incident to a supervisor (clinical instructor, preceptor, clinical coordinator, lead faulty, clinician, nurse manager). The supervisor will notify the lead course faculty, who will notify the Associate Dean of Academic Affairs.

3. Have blood specimens on source patient drawn **before you leave the clinical facility**. HIV, Hepatitis B surface Antigen, Hepatitis C antibody & Hepatic panel. (Previously drawn labs are acceptable if dated in the past 30 days. The source patient's verbal assurance of being disease free is not acceptable in any situation.)

For students at VCUHS and Affiliated Ambulatory Clinics sites:

1. Call or go to University Student Health Services during work hours.

a. Monday –Friday 8am to 4:30pm, 1000 East Marshall, room 301, 828–9220. (Student Health is available for consultation).

2. Contact the Post-Exposure Prophylaxis (PEP) Team after hours or the weekend or holidays:

Within VCUHS system- via pager dial *60, then dial 4085 and leave call back number.
Outside VCUHS, dial 804-828-4999, then dial 4085 and leave call back number.

Note: A member of the PEP Team will follow-up by contacting the student to assess the injury and provide appropriate counseling. The PEP Team will work with area personnel to assure that appropriate laboratory tests are obtained from the source patient. The exposed student is then to be followed by the University Student Health Service, at the earliest possible opportunity (i.e., the next business day) for additional counseling and baseline laboratory tests.

3. Complete Patient Safety Net /Incident Reporting form (as appropriate for each location)

For students outside VCUHS and Affiliated Ambulatory Clinic sites:
    1. If located within 15 minutes of the University Student Health Services, the student should call or go to University Student Health Services during work hours. Monday –Friday 8am to 4:30pm, 1000 East Marshall, room 301, 828–9220. (Student Health is   available for consultation).
    2. If located beyond an hour of the University Student Health Services, the preceptor at the site will assist the student in obtaining treatment and having the source patient tested.

Student Fees: Students who have paid the University Student Health Service fee may be responsible for some fees. Fees for medical evaluations and procedures are determined on an individual basis.

J.   Family Educational Rights and Privacy Act (FERPA) Compliance in Clinical Areas

By a student's signature on the Student Record Certification Form, the student authorizes the following:

> In my clinical experiences, faculty may discuss my clinical performance with my preceptor or others who supervise my clinical work, including whether my performance is satisfactory.

BS Progression Policies

A. Progression for Pre-Licensure Students (Traditional and Accelerated Bachelor's

The following nursing courses must be successfully completed before enrollment in any junior level clinical courses:

- NURS 201 Concepts of Professional Nursing
- NURS 202 Technologies of Nursing Practice
- NURS 261 Health Assessment for Nursing Practice

The following courses must be successfully completed before enrollment in any senior level clinical courses:

Junior level clinical courses (NURS 325, 335, 345, 355)

- NURS 371 Evidence-Based Practice
- NURS 365 Pathophysiology and Pharmacology I
- NURS 366 Pathophysiology and Pharmacology II

Students who withdraw from either NURS 365 or NURS 366 must also withdraw from concurrent clinical courses.
Students who fail NURS 365 will not be allowed to continue in any clinical course until NURS 365 has been completed successfully.
Students who fail NURS 366 will not be allowed to continue in any clinical course until NURS 366 has been completed successfully.
NURS 496 must be taken in the last semester of enrollment
Students who become out of step with their plan of study due to voluntary or medical withdrawal, leave of absence, suspension, or failure, may return to their program of study pending space availability.

B. Progression for RN-BS Students

All general education courses (See VCU Bulletin section *RN-BS, Program admission*) must be completed prior to or concurrently with the final required nursing course(s).

Students who become out of step with their plan of study due to voluntary or medical withdrawal, leave of absence, suspension, or failure, may return to their program of study pending space availability.

C. Progression with Grades lower than "C"

The minimum passing grade is a "C"/satisfactory, except Anatomy, Physiology, or Microbiology, which must be completed with a grade of "B" or better. Any nursing student who receives less than a "C"/satisfactory in any course must repeat the course with a "C"/satisfactory or better. Courses at the next level in the nursing major without a clinical component may be taken before students officially progress to that level. Appeal of all progression issues is made to the Undergraduate Curriculum Committee.

D. Undergraduate Comprehensive Standardized Examination

All students in the Traditional and Accelerated B.S. programs will take a comprehensive standardized examination of nursing knowledge during the capstone course. Scores on the comprehensive exam will comprise a percentage of the capstone course grade. The specific exam and related scoring will be determined by the Undergraduate Curriculum Committee.

The comprehensive standardized examination will be taken at the beginning of the final semester in the capstone course. An individualized remediation plan will be initiated at that time. The comprehensive standardized exam will be administered again at the end of the course; this score will comprise a percentage of the capstone course grade.

E. HESI NCLEX Preparation Package

The HESI package includes, case studies, patient reviews, and practice tests. Many undergraduate courses employ these resources in class content and assignments.

F. Remediation Plan for HESI Specialty Exams

This remediation plan is required for all students who score ≤ 750 on HESI specialty exams *or* miss sitting for a scheduled HESI exam. The remediation plan is designed by the specialty faculty in each of the undergraduate courses for which there is a designated HESI Specialty Exam:

- Fundamentals (NURS 201, 202, 261)
- Maternal/ Pediatric (NURS 335,345)
- Pathophysiology (NURS 365, 366)
- Pharmacology (NURS 365, 366)
- Psychiatric-Mental Health (NURS 355)
- Medical-Surgical (NURS 325, 425)

HESI Scores requiring Remediation

Any undergraduate pre-licensure student who scores ≤ 750 on a HESI specialty exam will be required to complete a remediation plan of study. Remediation must be completed in the immediate semester following the specialty exam. For example, a student who scores ≤ 750 on a specialty exam taken at the end of the fall semester must complete specialty subject remediation in the following spring semester; a student who scores ≤ 750 on a specialty exam taken at the end of the spring semester must complete specialty subject remediation in the following Summer session. *Students will not be able to register for subsequent nursing courses until remediation is completed satisfactorily in the designated semester.*

Missing a Scheduled HESI Exam

Any student who misses a scheduled HESI exam will be required to complete the same remediation procedure as those students who score ≤750. The purpose is to assure that students who miss exams have mastered the specialty exam content and developed the test taking skills to assure future HESI exam and NCLEX success.

Procedure

1. After each specialty exam is administered, the faculty of record for that specialty exam will identify those students scoring ≤ 750 and send this listing to the Undergraduate Program Director. The Program Director will notify the student's advisors.

2. The Program Director will provide written notification to each student who scored ≤750. This letter will outline the remediation plan and the time period for completion. A copy of this letter will be sent to the student's advisor in OESS with directions for the student to set up an appointment with the advisor within two weeks of the date of the letter.

3. The student's remediation plan includes the following *required* activities:

> A. The student will schedule an appointment for interview and learning assessment with a Learning Specialist at the VCU Learning Center, Division of Student Success; the student will need written verification from the learning specialist that this meeting has occurred **BEFORE** the remainder of the remediation plan can be initiated.
> B. Test-Taking Tutorials (all tutorials are required and available on Elsevier/Evolve website)
> The Test-Taking Tutorials describe successful test-taking strategies and offer a variety of practice test questions. The presentations are designed to be self-paced, and can help students develop study skills that will prepare them to successfully answer NCLEX type questions.
> - Critical Thinking and Testing
> - Basic Principles of Nursing Practice to Guide Your Critical Thinking
> - Critical Thinking Fundamentals Practice Questions
> - Critical Thinking Medical-Surgical Practice Questions
> - Alternate Item Formats
> - Test-Taking Skills
> - Critical Thinking Management Practice Questions
> - Take-control Skills
> - Math Test-taking Skills
>
> C. Completion of a minimum of four (4) HESI Case Studies. Students must achieve average score of ≥ 85% with maximum of three attempts for each of the 4 case studies.
> D. Completion of one (1) Patient Review. Students must achieve score of ≥ 85%.
> E. Completion of one (1) Practice Test. Students must achieve score of ≥ 85%.
> F. The student must submit a monthly report documenting remediation progress (attached) to the advisor.

Students who are not successful with the above remediation will meet with advisor and UG Program Director to determine a plan for continued remediation.

4. The OSS undergraduate advisors will oversee the completion of the remediation plan for each student. This includes:

- An initial meeting with student to review remediation plan—including working with student to schedule mandatory meeting with Division of Student Success.
- Establish review/study expectations and work with student to develop effective study plan.
- Designate completion dates for each phase of the remediation plan
- Establish regular follow-up with scheduled advisor-advisee meetings throughout the semester.
- Monitor and document progress of the student's remediation.
- Submit written report to Program Director at completion of each student's remediation.

G. Failure to Proceed in the Nursing Major

Courses required for the nursing major, which are taken after the student matriculates into the nursing program, must be completed with a grade of "C"/satisfactory or better, except Anatomy, Physiology, or Microbiology, which must be completed with a grade of "B" or better. If a student earns a grade of "C" or below in Anatomy, Physiology or Microbiology, the course may be repeated once.

If a student earns a grade of "D"/unsatisfactory or below in any other course, it may be repeated once. A course in which the student earns a grade of "D"/unsatisfactory or below may be repeated once.

If the repeated course or another course is failed with a grade of "D"/unsatisfactory or below, or "C" or below with Anatomy, Physiology or Microbiology, the student may not proceed in the nursing major and is dismissed from the School of Nursing.

Students who become out of step with their plan of study due to voluntary or medical withdrawal, leave of absence, suspension, or failure, may return to their program of study pending space availability.

Graduation and Commencement

At the start of your final semester of the program, you will receive details via email on how to initiate the graduation check out process along with specifics for the ceremonies. The University and the School of Nursing hold ceremonies in May and December. There is no August ceremony, but August graduates are invited to participate in December's ceremonies. School of Nursing Recognition Ceremonies typically take place on the Friday evening before the university's graduation ceremony. You are also encouraged to attend the university-wide ceremony on the following Saturday morning, where the nursing graduates will be recognized as a whole.

More information regarding graduation and commencement can be found on the university's website: http://www.commencement.vcu.edu/Graduation-Info/.

Tuition Support and Scholarship

VCU School of Nursing is committed to investing in the future of our nursing students. As a result of generous contributions from donors and alumni, we are able to support students' academic study through various scholarship awards. School of Nursing scholarships are designated only to students admitted into the Undergraduate, Master's, or Ph.D. nursing program.

All interested applicants must submit a complete online School of Nursing scholarship application. Eligibility for scholarship support will vary according to the outlined criteria. Consideration is given only to applicants who meet the minimum requirements specific to the scholarship for which they are applying.

Scholarship funds established by the School of Nursing are intended to supplement other University-level sources, and awarded based on a variety of factors, including donor-directed criteria, need, merit, or merit paired with demonstrated financial need. Scholarship funds do not require repayment. See each scholarship description for any special conditions.

Scholarship cycles, eligibility requirements and application processes are published on the VCU School of Nursing website. Unless stated otherwise, scholarship awards are for the current academic year.

Please note: Need-based scholarships require a complete Free Application for Federal Student Aid (FAFSA) on file with the VCU Financial Aid Office for the upcoming academic year. Recipients of Need-based scholarships must remain in good academic standing and provide stewardship as indicated, by writing "Thank You" letters, attending scholar/donor luncheons, participating in programs/events, etc. or otherwise delineated according to the donor's request. Merit-based scholarships require students to remain in good academic standing and provide stewardship as indicated, by writing "Thank You" letters, attending scholar/donor luncheons, participating in programs/events, etc. or otherwise delineated according to the donor's request.

Student leadership Opportunities

Student Ambassadors

Students in the School of Nursing have the opportunity to apply for the position of Student Ambassador. In this role, you will work alumni events, welcome new students and work open houses, assist in the Clinical Learning Center (CLC) and open labs, lead tours, and participate in community outreach. Applications are accepted in late summer of each year and at other times as needed. Information will be emailed to students by the Office of Student Success (OSS).

Class Directors

When a new cohort of students start the program, each class will have an opportunity to elect a class director(s). This person(s) will represent their class at the Student Leadership Council, relay comments and concerns from fellow classmates to the Office of Student Success, and give a short speech at the School of Nursing Recognition Ceremony for graduating students.

Student Leadership Council

The Student Leadership Council seeks to establish a strong sense of community within the School of Nursing through student, faculty, and staff interactions.

The members of the Student Leadership Council provide advice and the student perspective to School of Nursing leadership on a variety of topics and they serve as ambassadors of the School of Nursing among their peers and in their communities

Student membership consists of class directors from each program and leaders of School of Nursing student organizations.

The council meets three times per semester during the regular academic year.

School of Nursing Organizations

Sigma Theta Tau Honor Society of Nursing

The Gamma Omega Chapter of Sigma Theta Tau International Honor Society of Nursing was established at Virginia Commonwealth University in 1978.

Chapter membership is open to current nursing students as well as nurse clinicians and nurse researchers. Review the membership guidelines and view networking opportunities at their webpage: http://nursing.vcu.edu/about-us/sigma-theta-tau/

Student Awards

The following awards will be presented at the School of Nursing Recognition ceremonies to graduating students.

Marguerite G. Nicholson Award

This award recognizes Marguerite Nicholson, graduate of 1934, for her many contributions to the School and to Nursing in Virginia. The award is presented for humanitarian qualities of unselfishness, helpfulness to others, consideration, humility and loyalty to the School of Nursing.

Mabel E. Montgomery Award

With funds given by faculty and students in recognition for the retirement of Miss Mabel E. Montgomery, Treasurer, State Board of Nursing Examiners 1948-71. The award is intended to recognize excellence in clinical nursing as evidenced by independent and rational judgment, a high level of interpersonal and technical skills, a high level nursing knowledge, impetus for positive change and professional responsibility.

Yingling Senior Achievement Award

Doris B. Yingling, former Dean of MCV School of Nursing, initiated the Senior Achievement Award to honor a graduating student for outstanding leadership skills while a student in the School of Nursing.

Mayme B. Wilson Lacey Award

The Chapters of Saint Philip Alumni Association present the Mayme
B. Wilson Award to a graduating nursing student, irrespective of race, color, creed, gender or national origin, who is highly committed to Nursing as a profession, demonstrates the ability to give good nursing care consistently to all classes of patients, works well with the health care team and shows promise of supporting professional organizations.

Betsy A. Bampton RN Award

This award is presented to a graduating RN-BS student who demonstrates excellence within the School of Nursing in clinical expertise, leadership and personal qualities.

Procedure for RN Licensure

During your last semester in the program, there are several steps to take towards becoming a licensed RN. Please follow the below steps to ensure timely licensure.

STEP 1: Complete the Online Application

Go online to the Board of Nursing (BON) http://www.dhp.virginia.gov/nursing/) and complete the online application for Licensure by Examination Registered Nurse. You will need to submit payment before your application is processed. To ensure adequate time for processing plan to complete the application before May. This cost is approximately $200.

If you license in VA and then plan to move you will License by Endorsement in the state you move to. There is an additional fee for this but you won't retake the NCLEX.
https://www.ncsbn.org/nlc.htm#moving
Virginia BON Application - https://www.license.dhp.virginia.gov/apply/
BON website - http://www.dhp.virginia.gov/Nursing/nursing_forms.htm

STEP 2: Submit a Transcript Request

In eServices in the "Student" tab select "Student Records" > Request Printed Transcript > Issue to (type in the address for the VA BON or the BON of the state board where you plan to license > Select Continue > "Transcript Type" select Official Transcript then type in the address for the BON > Select Continue > "Print Transcript" select **Hold for Degree** and Standard Mailing. There is a fee of $5.00 per transcript.

STEP 3: NCLEX Registration through Pearson Vue

Register with Pearson to take the NCLEX exam required for RN licensure. The BON will notify Pearson when you are eligible to test - Authorization to Test (ATT). The Board will do this only after your degree has been posted, they have received an official copy from the University and they have your BON application and fee. You can schedule your test once you have been given an ATT. You should call to schedule as soon as you receive the ATT to ensure the earliest available test date. The fee is an additional $200.00.

Pearson Vue - http://www.vue.com/nclex/
National Council of State Boards of Nursing - https://www.ncsbn.org/nclex.htm

Finally, information about compact states can be found at https://www.ncsbn.org/nlc.htm

Please realize that this process will take some time. Your degree will not post until May 17th. You will need to allow time for you transcript to be mailed, the BON to process, and then Pearson to contact you. Once Pearson contacts you, you will have your choice of test dates. You may wish to travel for an earlier date.

VCU Honor System
Virginia Commonwealth University is committed to the intellectual and academic success of a diverse student body; research and discovery that advances knowledge, inspires creativity, and improves human health; and the global engagement of students, faculty, and staff that transforms lives and communities. In pursuit of these goals, the university's core values are accountability, achievement, collaboration, freedom, innovation, service, diversity, and integrity.

VCU recognizes that honesty, truth, and integrity are values central to its mission to advance knowledge and student success both in the world VCU students will enter, or return to, once they have graduated and in the university community as a microcosm of that world. In a community devoted to learning, a foundation of honor must exist if that community is to thrive with respect and harmony. Therefore, all members of the university community must conduct themselves in accordance with the highest standards of academic honesty, ethics, and integrity at all times. Additional standards of academic and professional integrity consistent with this Honor System may apply to students in professional programs.

Because academic dishonesty is a violation of the profound trust of the entire academic community, the Honor System intends to:
- Foster an environment at VCU where academic dishonesty is not tolerated;
- Prevent any student from gaining, or attempting to gain, an unfair advantage over other students through academic misconduct;
- Define what constitutes academic misconduct and what conduct is expected of all members of the university community;

- Cultivate a centralized system of education and awareness of the Honor System; and
- Instill in members of the university community their responsibility for upholding academic integrity by recognizing that:
    o There is NO neutral stance when dishonesty occurs;
    o Apathy or acquiescence in the presence of academic dishonesty is not a neutral act;
    o Failure to take action detracts from a community of trust; and
    o Knowingly allowing others to represent the work of others as their own is as serious an offense as submitting another's work as your own.

It is important to report EVERY suspected incident of academic misconduct to ensure consistency across courses and departments, due process rights, appropriate response to repeated academic misconduct, and protection from unfounded allegations of misconduct.

More information can be found on the Office of Student Conduct and Academic Integrity website at https://students.vcu.edu/studentconduct/vcu-honor-system/ .

Use of Social Media
Patient confidentiality is fundamental to professional nursing practice.
Please remember the following:
- Patient information learned by the nursing student during the course of treatment must be safeguarded by the nursing student.
- You may not take, send, or receive oral recordings, pictures, or videos of patients, family members, or colleagues in the clinical setting.
- You cannot discuss (orally or in writing) your patients, family members, health care providers, healthcare personnel, or your clinical experiences on any social media site.
- You must promptly report any breach of confidentiality or privacy to your course or clinical faculty.

The National Council of State Boards of Nursing (NCSBN) has published an excellent white paper on the Nurse's Guide to Social Media available on their website: https://www.ncsbn.org/3739.htm

Non-Academic Policies and Information
A. Inclement Weather and Disaster Response
The School of Nursing follows the University Office Closings Policy and other policies that relate to disasters and emergencies will be followed.

Information Related to Inclement Weather and Disaster Response
The VCU Office Closings Policy and other policies and procedures relating to disasters and emergencies are located on the University web site.

The telephone number for the VCU Inclement Weather and Information Hotline is (804) 828-6736. Any university emergencies or notifications of inclement weather will be announced on the main university website, http://alert.vcu.edu and the local news. In the event that there are detailed announcements to augment the information provided by the University, they will be disseminated to School of Nursing employees and students via e-mail.

B. Emergency Preparedness Procedures
For the university: Current operating conditions for the university are posted at the VCU Alert Website http://alert.vcu.edu. The website provides resources for emergency contacts and what to do

in the event of an emergency. This website is where students, faculty and staff can sign up for text alerts. VCU's text message alert system is used to provide immediate information about campus emergencies, weather delays and cancellations. **When the university is closed, practica are cancelled.

Specific to the School of Nursing: In the event that there is an emergency that is specific to the School of Nursing, an email will go out to faculty, staff and students, information will be posted on the School of Nursing main webpage, and information will be posted on the SON Blackboard portal for School of Nursing students, faculty and staff. Faculty, staff and students can contact the SON emergency phone number at 804-828-1307. This message will be updated in the event that there is a situation that closes the School of Nursing building when the university remains open.

Fire: Follow the VCU "RACE" procedure.
- **R**emove anyone in danger.
- **A**ctivate the alarm.
- **C**lose the doors to contain the smoke as the building is being evacuated.
- **E**xtinguish the fire, if trained.

Earthquake
- Do not set off the fire alarm.
- Do not exit the building.
- Do shelter in place.

Tornado
- Move to the lowest level and interior space or along a corridor wall away from windows and glass in shelter.
- Close all doors, including main corridors.
- If outside, quickly move to nearest sturdy building.

Hazardous Materials
- Call 804-828-1234
- Evacuate and designate someone to talk with the Fire Department.
- Notify emergency personnel if exposed, or have details on the spill.

Assembly Areas: There are two designated assembly areas for the School of Nursing. One area is the loading zone located directly adjacent to the building. The second area is the sidewalk near the Martin Luther King Bridge.

Floor Wardens: The School of Nursing Floor Wardens are responsible for coordinating the evacuation of the floors during a fire or other evacuation emergency. Additionally, floor wardens are responsible for assisting any evacuees located in the "Areas of Rescue Assistance" or notifying emergency responders of their location.

C. Food and Beverages Policy

Food and beverages (with the exception of bottled water) can be consumed only in designated areas of the building. It is the responsibility of all members of the School of Nursing community to assist with enforcement of this policy. Designated areas in which food and beverages are allowed are the 1st floor student lounge, quiet study area and doctoral student area, third floor faculty/administrative professional lounge, Dean's conference room, conference rooms 3038, 3001f and 4001c and private

offices. Permission for use of classrooms 1013 and 2001d for functions that include consumption of food and beverages may be requested. Requests for permission for these special functions must be made to the Office of the Dean and scheduled through the room scheduling office of the School of Nursing. Scheduled classes will have priority for use of these specially designated classrooms.

When a room is used for a function that involves food and beverages, it carries with it the responsibility of the users to clean the room entirely of any food or containers and dispose of in appropriate receptacles. If it is necessary for the School of Nursing to contract professional cleaning for any debris, spills or stains that resulted from the special event, costs will be charged to the sponsor of the event.

D. Building Access
The School of Nursing building is open Monday – Friday from 7:00 am – 5:00 pm. Students must use their ID badge to access the building after hours, including weekends.

E. Student Identification Cards/Badges
All faculty and staff at the university and medical center are required to carry an identification card. ID cards are required to access the School of Nursing after business hours and are needed to obtain a discount (10%) at the campus bookstores, hospital cafeteria and various other dining locations on campus (see Places to Eat). The first ID card is provided at no charge. Replacement cards (lost or stolen) are provided for a fee which is due at the time the new card is obtained. For more information, consult the Card Office website (http://vcucard.vcu.edu/).

F. Student Lounge
The Student Lounge on the first floor is open to all students. If food and/or drinks are being consumed, students are responsible for cleaning up after themselves as necessary. The kitchen that is located off of the student lounge is equipped with microwaves and a refrigerator. The refrigerator is purged every Friday afternoon and all remaining items are discarded.

G. Quiet Study Room
The Quiet Study Room is open during building operating hours and can be accessed through the Student Lounge. No food or drink are allowed in the Quiet Study Room.

H. Photocopying
There is a photocopier for student use available at the top of the stairs on the second floor.

I. Technology
There are both Windows and Apple computers available for student use on the first floor in the quiet study lounge, located adjacent to the student lounge.

There are two pay for print stations located near the vending machines on the first floor and at the top of the stairs on the second floor. Students can go to: http://go.vcu.edu/p4p to download the drivers on their personal laptops so that they can print to the pay for print stations from their laptops. Sending a job to pay for print allows access to the print job from any pay for print printer on campus.

Pay for print requires RamBucks which can be used for goods and services at VCU. To find out how to obtain and use RamBucks, please go to: http://vcucard.vcu.edu/myrambucks.html

J. Parking

Visit the VCU parking website at http://www.parking.vcu.edu

K. Name and Address Changes

Students must ensure that their name and addresses (local, mailing, permanent and remit to) are up-to-date in eServices at all times. For name changes, students must submit to the Office of Records & Registration a copy of their new Social Security card (or applicable documentation) and an updated Personal Update Form. Additional procedural information can be found in the student's eServices account, under the "Personal Information" tab.

L. Recycling and Trash Receptacles

The VCU campus is an environment of sustainability. As such, there are specially-marked containers in the School of Nursing building and around campus for specific salvageable materials. There are separate trash containers for "organic items" such as food and liquid and for all other items such paper, plastic, metal, and glass.

M. Library Services

The VCU Library has many resources to assist you in meeting your academic goals. The library has a School of Nursing liaison who can assist students with educational and research needs. The following is the link to the VCU Library: www.library.vcu.edu.

Nationally, Tompkins-McCaw Library for the Health Sciences is a top-tier health sciences library. It holds one of the largest and most extensive collections of health sciences literature in North America. The library primarily serves the MCV Campus, which houses one of the oldest medical schools in the South, founded in 1838. The library, in one form or location or another, has been a part of the medical campus since 1897. Located on 12th Street—two blocks north of the Gateway Building at the VCU Medical Center and within easy walks to the schools of Medicine, Dentistry, Pharmacy, Nursing and Allied Health Professions —the library is physically central to today's health sciences campus. It provides access to affiliated students, faculty, clinicians and practicing health care professionals on and off campus.

N. Division for Academic Success (DAS)

The Division for Academic Success provides academic support for students who need assistance with test-taking skills, study strategies and preparation for board/licensing exams. DAS also provide disability support services to students on the MCV Campus who have a documented disability. The following is a link to the DAS website: http://das.vcu.edu

O. VCU Writing Center

The Writing Center is a peer-based learning support service for currently-enrolled VCU students. Their primary focus is to help students become the strongest writers possible. The Writing Center does not edit or proofread papers, but rather discusses big picture issues such as structure, organization, and how to best articulate ideas. For more information, the Writing Center's website is: http://writing.vcu.edu/.

Appendix A- Student Verification Forms
Accelerated & Traditional Bachelor's Program-

VCU

2017-18 Accelerated & Traditional BS Student Verification Form

Name (please print): _____

I certify that I have carefully read and I am responsible for all of the following:

- I acknowledge that email is the official mode of communication for the university and school and that I am responsible for using my VCU.edu email address for university/school related communication.

- I acknowledge that I am responsible for knowing the requirements and the policies of the University and School of Nursing as published in the policies on the school's web page, the University Bulletin, and my program specific SON Student Handbook
    o Background/Drug Screening Policy and related items:
        ▪ All students must report any felony or misdemeanor charges and convictions, which occur during their enrollment within 10 business days of occurrence to the Director of Student Success.
        ▪ Students are also required to complete the Background/Drug Screening process upon re-entry subsequent to a leave of absence, program withdrawal or program separation greater than thirty consecutive days.
        ▪ I acknowledge that some clinical agencies with which I work as a student may have policies including but not limited to additional drug testing, immunizations, criminal background checks, and manner of dress or appearance and that I am responsible for knowing and following these policies and am responsible for any associated cost.
        ▪ I give permission to the VCU SON to release relevant information if required by the clinical agency. I understand the information may be released orally or in the form of copies of written records, as preferred by the requestor. The information released could contain, but is not limited to, such non directory information as: work history, clinical rotation/practicum history, last four digits of my social security number, previous educational institutions, copies of my BLS/ACLS, and copies of my nursing license.
        ▪ It is possible that I may have to withdraw from the School of Nursing if my criminal background check makes me ineligible for placements at clinical sites because of contractual agreements between the school and the agency.

- I acknowledge that my clinical/practicum placement may be anywhere in Virginia or on any day of the week including evening or weekend hours in addition to the regular day hours and that most clinicals require prep work the day before clinical. I acknowledge that I am responsible for my own transportation to clinical sites that may be outside of the VCU Health System.

- I acknowledge that professional nursing ethics prohibit generally prohibits posting photographs or any information about a patient or staff through any electronic or non-electronic means including, but not limited to social networking sites, blogs, and tweeting. Violation may result in disciplinary and/or legal action.

- I acknowledge that I must register for all nursing courses by the required date. I am responsible for reviewing the VCU academic calendar and course schedule.

- I acknowledge and understand that should I become out of step with my plan of study due to voluntary or medical withdrawal, leave of absence, suspension, or failure that I will be permitted to return to my program of study pending space availability.

- I acknowledge that I have sent my **Certificate of Immunization for VCU Health Science Students** to University Student Health and if needed I am able to provide proof of documents.

- I certify that I have uploaded to Typhon all of the following documents and that they are current through the required time period:
    o American Heart Association Basic Life Support for Health Care Providers
    o All immunizations required of the VCU Health Science Students:
        ▪ TB- Annual PPD current, or record of negative chest x-ray
        ▪ Hepatitis B vaccine and titer verification of immunity
        ▪ Varicella
        ▪ MMR
        ▪ Seasonal Flu Vaccine (must be posted prior to Oct. 1st)

My signature indicates that I am in compliance with all of the conditions stated above.

Signature: _____**Date:**_____

Creating collaboration. Advancing science. Impacting lives.

2017-18 RN-BS Student Verification Form

Name (please print): _____

I certify that I have carefully read and I am responsible for all of the following:

- I acknowledge that email is the official mode of communication for the university and school and that I am responsible for using my VCU.edu email address for university/school related communication.

- I acknowledge that I am responsible for knowing the requirements and the policies of the University and School of Nursing as published in the policies on the school's web page, the University Bulletin, and my program specific SON Student Handbook
  - Background/Drug Screening Policy and related items-
    - All students must report any felony or misdemeanor charges and convictions, which occur during their enrollment within 10 business days of occurrence to the Director of Student Success.
    - Students are required to complete the Background/Drug Screening process upon re-entry subsequent to a leave of absence, program withdrawal or program separation greater than thirty consecutive days.
    - I acknowledge that some clinical agencies with which I work as a student may have policies including but not limited to additional drug testing, immunizations, criminal background checks, and manner of dress or appearance and that I am responsible for knowing and following these policies and am responsible for any associated cost.
    - I give permission to the VCU SON to release relevant information if required by the clinical agency. I understand the information may be released orally or in the form of copies of written records, as preferred by the requestor. The information released could contain, but is not limited to, such non directory information as: work history, clinical rotation/practicum history, last four digits of my social security number, previous educational institutions, copies of my BLS/ACLS, and copies of my nursing license.
    - It is possible that I may have to withdraw from the School of Nursing if my criminal background check makes me ineligible for placements at clinical sites because of contractual agreements between the school and the agency.

- I acknowledge that my clinical/practicum placement may be anywhere in Virginia or on any day of the week including evening or weekend hours in addition to the regular day hours and that most clinicals require prep work the day before clinical. I acknowledge that I am responsible for my own transportation to clinical sites that may be outside of the VCU Health System.

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- I acknowledge that I must register for all nursing course by the required date. I am responsible for reviewing the VCU academic calendar and course schedule.

- I acknowledge and understand that should I become out of step with my plan of study due to voluntary or medical withdrawal, leave of absence, suspension, or failure that I will be permitted to return to my program of study pending space availability.

My signature indicates that I am in compliance with all of the conditions stated above.

Signature: _____**Date:**_____

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Traditional Bachelor's Program

Course	Course Title	Credits	Lecture Credits	Clinical Credits	Term Planned	Term Completed
Virginia Commonwealth University, School of Nursing **Traditional Bachelor's Program** **Effective Fall 2017 Admission**						
BIOL 209/BIOZ 209	Medical Microbiology & Laboratory	4	3	1	Fall 1	
PHIL 201	Critical Thinking About Moral Problems	3	3	0	Fall 1	
PHIS 206/PHIZ 206	Human Physiology & Laboratory	4	3	1	Fall 1	
PSYC 304	Developmental Psychology	3	3	0	Fall 1	
STAT 210	Basic Practice of Statistics-core	3	3	0	Fall 1	
		17	**15**	**2**		
NURS 201	Concepts of Professional Nursing	2	2	0	Spring 1	
NURS 202	Technologies of Nursing Practice	6	3	3	Spring 1	
NURS 261	Health Assessment for Nursing Practice	3	2	1	Spring 1	
UNIV 200	Inquiry and the Craft of Argument	3	3	0	Spring 1	
	Lower Level Elective	3	3	0	Spring 1	
		17	**13**	**4**		
NURS 325	Nursing of Adults I	6	3	3	Fall 2	
NURS 355	Psychiatric-Mental Health Nursing	5	3	2	Fall 2	
NURS 365	Pathophysiology and Pharmacology I	3	3	0	Fall 2	
IPEC 501	Foundations of Inter. Practice	1	1	0	Fall 2	
		15	**10**	**5**		
NURS 335	Nursing of Women	5	3	2	Spring 2	
NURS 345	Nursing of Children	5	3	2	Spring 2	
NURS 366	Pathophysiology and Pharmacology II	3	3	0	Spring 2	
NURS 371	Evidence-based Practice	3	3	0	Spring 2	
IPEC 502	Inter. Quality Improvement & Pt. Safety	1	1	0	Spring 2	
		17	**13**	**4**		
NURS 425	Nursing of Adults II	6	3	3	Fall 3	

NURS 478	Leadership & Magmnt in Health Care	5	3	2	Fall 3	
	Upper Level Elective	3	3	0	Fall 3	
		14	**9**	**5**		
NURS 416	Community Health Nursing	5	3	2	Spring 3	
NURS 496	Senior Synthesis	6	2	4	Spring 3	
IPEC 561 or IPEC 562	Interprofessional Virtual Geriatrics Case or Interprofessional Quality Improvement Project Practicum	2	2	0	Spring 3	
	Upper Level Elective	3	3	0	Spring 3	
		16	**10**	**6**		

School Total	96
Additional Prerequisites	28
Degree Total	124

Additional Prerequisites that must be completed prior to enrollment in the program are:
UNIV 111; BIOL 101/BIOZ 101; PSYC 101; SOCY 101; UNIV 112; BIOL 205; BIOL 217; 2nd Lab Science.

Courses that were transferred/substituted for a VCU course

VCU course #	Transferred/Substituted Course Name	Credits			Term taken	OESS approver initials and date

My signature acknowledges that:
1. I accept this curriculum plan as my plan of study for the duration of my program;
2. I understand any change in this plan requires my advisor's approval;
3. I acknowledge and understand that should I become out of step with my plan of study due to voluntary or medical withdrawal, leave of absence, suspension, or failure that I will be permitted to return to my program of study pending space availability.

Student Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

Course	Course Title	Credits	Lecture Credits	Clinical Credits	Term Planned	Term Completed
**Virginia Commonwealth University, School of Nursing**

Virginia Commonwealth University, School of Nursing
Accelerated Bachelor's Program
Effective Summer 2018 Admission

Course	Course Title	Credits	Lecture Credits	Clinical Credits	Term Planned	Term Completed
NURS 201	Concepts of Professional Nursing	2	2	0	Summer 1	
NURS 202	Technologies of Nursing Practice	6	3	3	Summer 1	
NURS 261	Health Assessment for Nursing Practice	3	2	1	Summer 1	
		11	**7**	**4**		
NURS 335	Nursing of Women	5	3	2	Fall 1	
NURS 345	Nursing of Children	5	3	2	Fall 1	
NURS 365	Pathophysiology and Pharmacology I	3	3	0	Fall 1	
IPEC 501	Foundations of Inter. Practice	1	1	0	Fall 1	
		14	**10**	**4**		
NURS 325	Nursing of Adults I	6	3	3	Spring 1	
NURS 355	Psychiatric-Mental Health Nursing	5	3	2	Spring 1	
NURS 366	Pathophysiology and Pharmacology II	3	3	0	Spring 1	
NURS 371	Evidence-based Practice	3	3	0	Spring 1	
IPEC 502	Inter. Quality Improvement & Pt. Safety	1	1	0	Spring 1	
		18	**13**	**5**		
NURS 425	Nursing of Adults II	6	3	3	Summer 2	
NURS 478	Leadership & Magmnt in Health Care	5	3	2	Summer 2	
		11	**6**	**5**		
NURS 416	Community Health Nursing	5	3	2	Fall 2	
NURS 496	Senior Synthesis	7	2	5	Fall 2	
IPEC 561 or IPEC 562	Interprofessional Virtual Geriatrics Case or Interprocessional Quality Improvement Project Practicum	2	2	0	Fall 2	
		13	**7**	**6**		

School Total	**67**	
Required for Admission	**57**	
Degree Total	**124**	

Additional Prerequisites that must be completed prior to matriculation in the program are:
Social Sciences: Developmental Psychology (across the lifespan) -3 sh
Sciences: Anatomy & Physiology- 8 sh; Microbiology– 4 sh
Math: Statistics- 3 sh

Courses that were transferred/substituted for a VCU course

VCU course #	Transferred/Substituted Course Name	Credits			Term taken	OESS approver initials and date

My signature acknowledges that:
1. I accept this curriculum plan as my plan of study for the duration of my program;
2. I understand any change in this plan requires my advisor's approval;
3. I acknowledge and understand that should I become out of step with my plan of study due to voluntary or medical withdrawal, leave of absence, suspension, or failure that I will be permitted to return to my program of study pending space availability.

Student Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

Virginia Commonwealth University, School of Nursing
RN-BS Program
Fall Admission

	Total Credits	Lecture Credits	Clin/Lab Credits	Term	Prerequisites
NURS 301 Nursing Informatics	3	3	0	Fall 1	Admission to SON
NURS 307 Foundations of Professional Nursing Practice I	3	3	0	Fall 1	Admission to SON (301 co-requ)
	6	6	0		
NURS 308 Foundations of Professional Nursing Practice II	3	3	0	Spring 1	301; 307
NURS 309 Population Health	3	3	0	Spring 1	301; 307
	6	**6**	**0**		
NURS 403 EBP in Healthcare	3	3	0	Summer 1	308
NURS 409 Population Health: Application to Nursing Practice	2	0	2	Summer 1	308; 309
	5	**3**	**2**		
NURS 408 Ethics, Law & Public Policy: Application to Nsg. Practice	3	3	0	Fall 2	308
NURS 462 Adv. Pathophysiological Concepts: Application to Patient Care	3	3	0	Fall 2	308; 403
	6	**6**	**0**		
NURS 406 Interprofessional Collaborative Practice	2	5	0	Spring 2	308
NURS 477 Leadership & Management in Health Care	4	4	0	Spring 2	308; 309; 403 (406 co-requ)
	6	**9**	**0**		
NURS 488 Practicum in Clinical & Management Decision-Making	3	0	3	Summer 2	406; 462; 477
	3	**0**	**3**		

Total	**32**
Proficiency Credits Total*	**39**
School Total	**71**
Required for Admission	**53**
Degree Total	**124**

*awarded after successful completion of NURS 308

My signature acknowledges that:

1. I accept this curriculum plan as my plan of study for the duration of my program;
2. I understand any change in this plan requires my advisor's approval;
3. I acknowledge and understand that should I become out of step with my plan of study due to voluntary or medical withdrawal, leave of absence, suspension, or failure that I will be permitted to return to my program of study pending space availability.
Student Signature:

_____

Date: _____