

HANDBOOK
for
UNDERGRADUATE
STUDENTS IN NURSING



FALL 2009

Rhode Island College
School of Nursing
600 Mt. Pleasant Avenue
Providence, Rhode Island 02908-1991
www.ric.edu/nursing

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Student of Nursing:

This Handbook provides essential information about the undergraduate nursing program at Rhode Island College. Since you are responsible for reading the handbook completely and adhering to the stated policies, you must familiarize yourself with the contents. Periodically, the curriculum and policies and procedures of the program change. It is your responsibility to update your Handbook with changes as this information becomes available. This Handbook supplements the Rhode Island College Student Handbook and the Bulletin of Rhode Island College.

Every student is assigned a faculty advisor. It is extremely important that you meet with your adviser to plan each semester's course of study. You can find out who your adviser is by checking with the office staff.

All students are encouraged to participate in extracurricular activities. Information about activities is announced in classes and posted on the bulletin board and web site: <http://www.ric.edu/nursing>.

The School of Nursing makes every effort to assure that students, faculty, staff and visitors with special needs are accommodated. It is the responsibility of the person with special needs to identify his/her needs so that accommodations can be made in a reasonable and timely fashion.

The faculty and staff of the School of Nursing are committed to working with you to help you achieve your professional goals. On behalf of the faculty and staff, let me welcome you to the nursing program and wish you every success.

***Jane Williams, Ph.D., R.N.
Dean and Professor***

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The School of Nursing

Introduction:

The Department of Nursing was established in 1970 and reorganized as a School of Nursing in 2006. The Nursing Program at Rhode Island College is the largest baccalaureate nursing program in the State of Rhode Island. Over 4000 nursing alumnae, the majority of whom live and work in Rhode Island, serve the health care needs of residents of Rhode Island and beyond.

Accreditation:

Rhode Island College is accredited by North Eastern Association of Colleges and Schools. The baccalaureate program in Nursing is accredited by the Collegiate Commission on Nursing Education and approved by the Rhode Island State Board of Nursing Registration and Nursing education.

Mission

The mission of the School of Nursing is to educate students for professional nursing practice in order to provide high quality and equitable health care for all people. To accomplish the mission, the School of Nursing offers programs leading to the following degrees: a Bachelor of Science in Nursing for undergraduate and registered nurse students and a Master of Science in Nursing. The baccalaureate nursing program combines liberal arts and nursing education to help students develop knowledge, skills and perspectives that promote professional advancement and responsible citizenship. The master's program in nursing educates expert nurses for clinical and academic practice. The nursing faculty fosters the intellectual development and personal growth of students through a commitment to excellence in teaching, ongoing advisement and facilitation of student involvement. The School of Nursing embraces the richness of the educational experience and advantages to the profession and society that accrue from a diverse student population. Faculty, students and alumni contribute to the improvement of health care through practice, service and scholarship activities that extend to populations, agencies and institutions throughout the City of Providence, State of Rhode Island and the surrounding community.

Philosophy

A **PERSON** is an individual, unique in nature, who possesses characteristic cultural, physical, psychological, spiritual, and social identities. Each person shares relationships with others in society through membership in a family and community. Each person owns feelings, beliefs, and responsibilities, which are specific to life experience and developmental influence. Inherent in life experience are certain inalienable rights and generally predictable developmental movements within society.

SOCIETY is comprised of persons, families, and communities. Each member of society interacts at a developmental level representing varying degrees of self-sustaining capabilities as well as physical, emotional, economic, and environmental advantages.

HEALTH is a dynamic state that fluctuates as a person adapts to changes in the internal and external environments to maintain a state of physical, psychological, social, cultural, and spiritual well-being. Illness is a process in which the functioning of a person is diminished or impaired in one or more of the identities when compared with the person's previous condition.

NURSING assists the person, family, and community to adapt to stressors, thus promoting health. Nursing is an art and science. It is an interpersonal process which is caring in nature and concerned with the health of persons, families, and communities within society. Nursing utilizes a scientific process to diagnose problems and develop plans of care. This process is applied in nursing situations to assess, plan, implement and evaluate the care given to clients at any phase of the stress process. The client is a person, family or community. Nursing focuses on promotion, maintenance, and restoration of health and maintenance of the optimal level of functioning throughout the course of illness, including end of life. Nursing is an autonomous and collaborative profession.

The professional nurse is responsible and accountable in practice. As a generalist, the nurse is a caregiver and advocate concerned with the health needs and rights of clients. As an educator, the nurse shares information directed toward maximizing individual and group responsibilities for health. As a researcher, the nurse is concerned with the application of nursing theories, promotion of research, and utilization of new knowledge in practice. As a leader, the nurse anticipates health needs of persons, families and communities. The professional nurse generalist promotes change and negotiates new roles within the profession, health care team and society in an attempt to fulfill emerging needs, goals, and development.

Nursing education at the baccalaureate level integrates knowledge of the arts and sciences with nursing theory in order to provide a framework for professional nursing practice. The student is an active agent in the educational process; assuming the major responsibility for learning. The educator is a facilitator who fosters professional growth and educational mobility through recognition of individual difference, creative potential, and learning styles. Together, student and educator engage in the cooperative enterprise of education.

Education for life is continuous. It is derived from an understanding of individuals and their place in a changing society. A liberal education equips a person with a disciplined mind capable of thinking critically and creatively and enables a person to develop an appreciation for art, culture, literature, and music. Liberal education provides the foundation of knowledge for the professional nurse generalist.

This philosophical statement presents an integration of the major concepts and beliefs regarding professional nursing and nursing education, and provides the foundation for the program goals and objectives which in turn serve to structure the design and flow of the curriculum content.

The following is an overview of the major concepts and subconcepts:
MAJOR CONCEPTS:

Person	Society	Health	Nursing
SUB-CONCEPTS:			
Cultural Identity	Person	Illness	Advocate
Physical Identity	Family	Stressors	Caregiver
Psychological Identity	Community	Environment Adaptation	Leader Educator
Spiritual Identity			Researcher
Social Identity			

The Baccalaureate Nursing Program: Goals

1. Prepare a person who has the educational base needed for continuing study.
2. Prepare the beginning professional to deliver comprehensive nursing care to persons, families, and communities.
3. Prepare the individual who will contribute personally and professionally to society.

Program Goals

Program goals form the basis for program implementation and expected outcomes. Expected outcomes guide the ongoing performance improvement plan for the program.

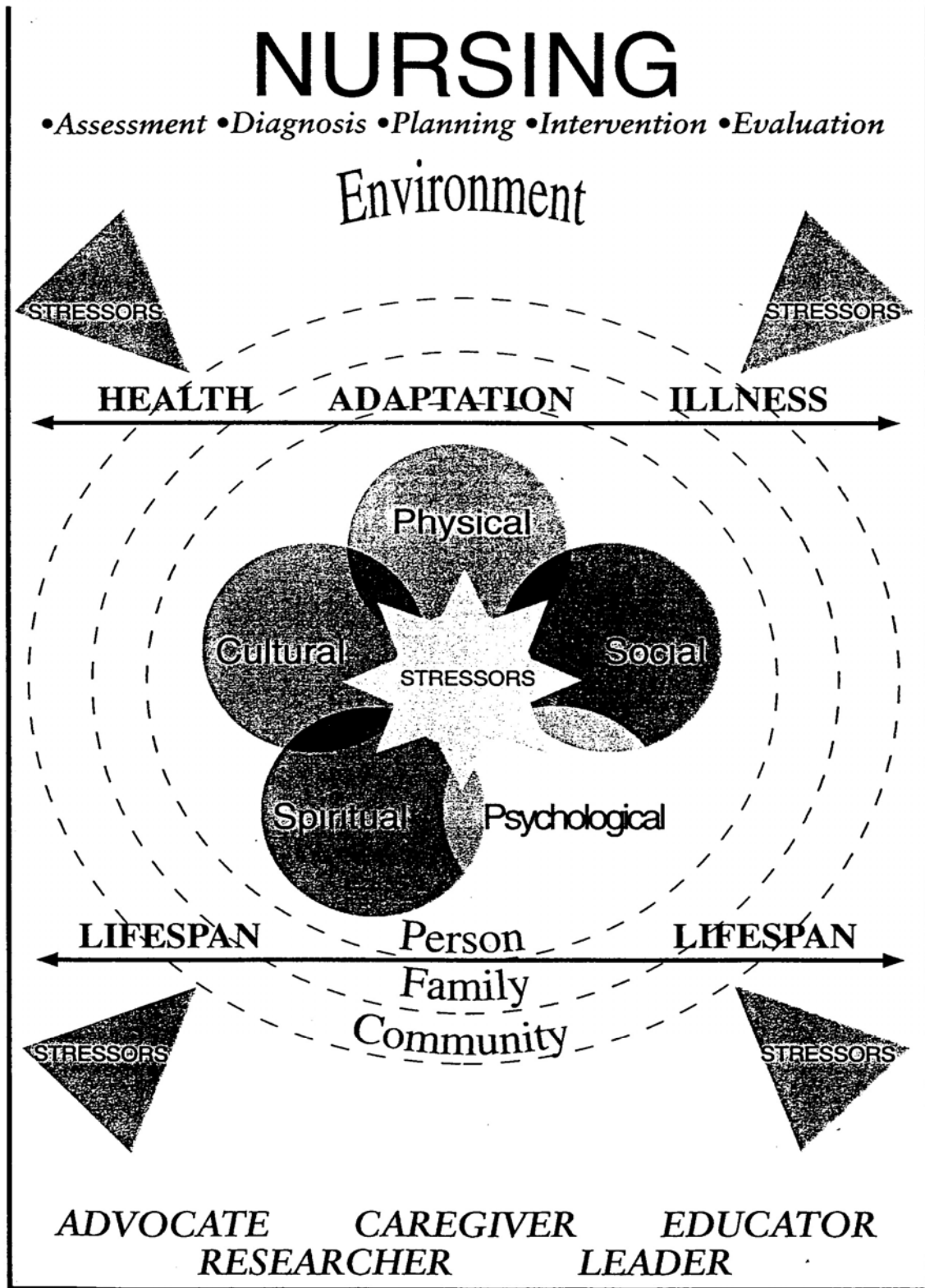
1. Demonstrate commitment to personal and professional growth as a professional nurse and member of a global society.
2. Possess a philosophy of professional nursing that encompasses responsibility and accountability in professional practice.
3. Promote, maintain, and restore health and maintenance of the optimal level of functioning throughout the course of illness, including end of life, in persons, families, and communities.
4. Perform in the autonomous and collaborative roles of the professional nurse.
5. Demonstrate critical thinking skills to utilize nursing research and apply theory in professional practice.
6. Provide leadership for the improvement of health care and nursing practice within the profession and in a changing and diverse society.
7. Promote professional nursing practice that addresses the socioeconomic, political, historical, and legal, and ethical factors within the health care delivery system.

The Faculty will:

1. Maintain and improve the quality of the nursing program.
2. Promote faculty performance in teaching, scholarship, service and practice.

Curriculum Model

The Model depicts the relationship between and among the major concepts of Person, Society, Health, and Nursing.



Level Outcomes

Beginning

The Student will:

1. Identify the importance of life long personal and professional growth.
2. Identify responsibility and accountability as essential elements of professional nursing practice.
3. Examine concepts, models and nursing process utilized in the promotion and maintenance of health and maintenance of the optimal level of functioning throughout the course of illness including end of life.
4. Identify the autonomous and collaborative roles of the professional nurse and other professional health care providers.
5. Identify the relationship among knowledge from the arts and sciences, nursing research, nursing theory and professional nursing practice.
6. Describe the nature of the leadership role, the decision-making process, and planned change.
7. Identify the socioeconomic, political, historical, and legal and ethical factors that influence professional nursing practice.

Intermediate

The Student will:

1. Examine the variety of formal and informal educational approaches to lifelong learning for personal and professional growth.
2. Demonstrate individual responsibility and accountability necessary for professional nursing practice.
3. Apply nursing theory and the nursing process in the promotion, maintenance, and restoration of health and maintenance of the optimal level of functioning throughout the course of illness including end of life for persons, families, and communities.
4. Analyze the autonomous and collaborative roles of the professional nurse and other health care providers.
5. Examine the relationship among knowledge from the arts and sciences, nursing research, nursing theory, and professional nursing practice.
6. Analyze leadership strategies utilized by professional nurses in the profession, the health care system, and the community.
7. Examine the socioeconomic, political, historical, and legal and ethical factors within the health care delivery system in relation to professional nursing practice.

Advanced

The Student will:

1. Develop a plan to enhance life-long personal and professional growth.
2. Assume responsibility and accountability in professional nursing practice.
3. Integrate nursing theory, nursing process, research and practice to promote, maintain, and restore health and maintenance of the optimal level of functioning throughout the course of illness including end of life for persons, families, and communities.
4. Demonstrate the ability to function autonomously and collaboratively in the various roles of the professional nurse.
5. Synthesize knowledge from the arts and sciences, nursing theory, and nursing research with professional nursing.
6. Develop leadership strategies which incorporate the principles of change theory and the decision-making process to improve professional nursing practice.
7. Analyze the relationship among the socioeconomic, political, historical, and legal and ethical factors that influence professional nursing practice.

Honors Program

The Honors Program is established to recognize senior level students with superior academic achievement and to facilitate their participation in independent study which may include, but is not limited to, research and teaching/community projects. This independent study is intended to enhance the educational experience of the outstanding student. It is intended that the focus of the program is above and beyond the usual scope of the curriculum offered in the baccalaureate program. Completion of the Honors Program will be appropriately recognized and will be recorded on the student's permanent academic record.

A. REQUIREMENTS

1. The candidate must be a nursing major.
2. The candidate must have completed two of the following Junior Level courses: N340, N342, N344, or N346.
3. Minimal overall cumulative GPA of 3.00 and a minimal nursing GPA of 3.25.

B. PROCEDURES

1. The student must submit a letter of intent to be considered as a candidate for the senior Honors Project by October 1st for those anticipating January graduation the following year and February 1st for those anticipating May graduation the following year. The letter of intent will be submitted to the Chairperson of the Curriculum Committee. The committee will notify the student of the decision.
2. A written proposal must be submitted to the Curriculum Committee for approval by **December 1st/April 1st**. The proposal should include a description of the candidate's proposed Honors Project, a statement of the objectives of the project, the methodologies to be used, and projected dates for completion of various steps in the project. It must also include the name of the faculty member who has agreed to work with the student.
3. The candidate will be notified of the committee's decision regarding the proposal by the end of the semester.

- C. The Honors candidate will conduct individual research and/or creative projects in two semesters. The candidate must maintain at least a **3.0 grade point average while enrolled in the Honors Program.**

First Semester Nursing 390H Directed Study 3 credits

1. The candidate will select the area of his/her Honors Project with the consent of the faculty advisor.
2. The candidate will consult regularly with his/her faculty advisor on the progress of his/her directed Honors Project.
3. At the end of the semester the student will submit to the faculty advisor a detailed outline of the Honors Project and a bibliography.
4. The faculty advisor will evaluate the candidate's work and submit a course grade. If the candidate receives less than a grade of B, he/she will be dropped from the Honors Program, but will be awarded 3 credits in Nursing 390 if he/she has achieved a passing grade.

Second Semester Nursing 391H Directed Study 3 credits

1. After completion of the first semester of directed study, the candidate will write and/or conduct an Honors Project under the supervision of the faculty advisor. The written project will embody results of either substantial research or creative work.
2. The candidate must submit the final written copy of the Honors Project to the faculty advisor by **November 15th/April 1st for January/May graduation.**
3. The faculty advisor will evaluate the candidate's work and submit a course grade. If the candidate receives less than a grade of B, he/she will be dropped from the Honors Program but will be awarded 3 credits in Nursing 390 if he/she has achieved a passing grade.
4. Honor students are encouraged to make a formal presentation of their work at a colloquium arranged by the faculty advisor.

If students have completed the general education honors program, they will graduate with *College Honors*. Students who complete the honors program in nursing will graduate with *Honors in Nursing*.

Plans of Study

General Education Program:

Students may refer to the Rhode Island College Catalog for an explanation of the courses required within the General Education Program. Students should also consult with their nursing advisor about the General Education requirements.

**RHODE ISLAND COLLEGE – SCHOOL OF NURSING
ADVISEMENT FORM – BASIC STUDENT**

Name _____ Emplid _____
Address _____ Phone No. _____

Biology 231 (Anatomy), Psychology 230 (Human Development) and Chemistry 106 (General, Organic & Biological) are cognate requirements for admission to the School of Nursing. Biology 335 (Physiology) is a cognate that is taken prior to or concurrent with N220 and N222. Biology 348 (Microbiology) is a cognate that is taken prior to or concurrent with N223 and N224. A grade of “C” or better in each cognate and nursing courses is required.

Degree Requirement Checklist

NURSING REQUIREMENTS:

	Semester
N220 Found. of Therapeutic Interventions	_____ (3)
N222 Professional Nursing I	_____ (3)
N223 Fundamentals of Nursing Practice	_____ (3)
N224 Health Assessment	_____ (3)
N340 Psychiatric/Mental Health Nsg Theory and Practice	_____ (6)
N342 Adult Health Nursing I	_____ (6)
N344 Maternal Newborn Nursing	_____ (6)
N346 Nursing of Children & Families	_____ (6)
N370 Public & Community Hlth Nursing	_____ (6)
N372 Adult Health Nursing II	_____ (6)
N374 Contemporary Professional Nursing	_____ (3)
N375 Transition to Prof. Nursing Practice	_____ (6)

PRE-REQUISITES & COGNATES*:

Bio108 Basic Principles of Biology	_____ (4)
(Pre-requisite to Bio 231, 335, 348)	
Bio231 Anatomy*	_____ (4)
Bio335 Physiology*	_____ (4)
Bio348 Microbiology*	_____ (4)
Chem105 General, Organic & Biological	_____ (4)
Chem106 General, Organic & Biological*	_____ (4)
Psych 110 Introductory	_____ (3)
(Pre-requisite to Psych 230)	
Psych 230 Human Development*	_____ (4)

COLLEGE-WIDE REQUIREMENTS:

	Semester
Writing Requirement	_____ (4)
Math Competency	_____

GENERAL EDUCATION CORE:

Core One Western Literature	_____ (4)
Core Two Western History	_____ (4)
Core Three Non Western Worlds	_____ (4)
Core Four Critical Inquiry/Cultural Issues	_____ (4)

DISTRIBUTION REQUIREMENTS:

(SB) Social & Behavioral Sciences	<u>Psych 110</u> (3)
(SB) Social & Behavioral Sciences	_____ (3)
(A) Visual & Performing Arts	_____ (3)
(LS) Laboratory Science	<u>Chem. 105</u> (4)
(M) Mathematical Systems	_____ (3)
(SM) Science/Mathematics	<u>Chem. 106</u> (4)

ELECTIVE

One _____ (3)

Minimum credits needed for graduation = 120

Course names and numbers may be subject to change, as part of the curriculum revision process.

RHODE ISLAND COLLEGE - SCHOOL OF NURSING

Typical Plan of Study

1st Semester

2nd Semester

FRESHMEN

Biology 108: Basic Principles of Biology

Biology 231: Human Anatomy

Chem. 105: General Organic & Biologic Chemistry I

Chem. 106: Chemistry II

Psych 110: Introduction to Psychology

Psych 230: Human Development

Writing 100: Introduction to Academic Writing

General Education - Core (1)

SOPHOMORE (BEGINNING)

NURS 220: Foundations of Therapeutic Interventions

NURS 223: Fundamentals of Nursing Practice

NURS 222: Professional Nursing I

NURS 224: Health Assessment

Biology 335: Human Physiology*

Biology 348: Microbiology*

General Education - Core (2)

General Education - Core (3)

JUNIOR (INTERMEDIATE)

NURS 340: Psychiatric/Mental Health Nursing

NURS 342: Adult Health Nursing I

and

and

NURS 344: Maternal Newborn Nursing

NURS 346: Nursing of Children & Families

General Education - (M)

General Education - Core (4)

SENIOR (ADVANCED)

NURS 372: Adult Health Nursing II

NURS 370: Public
& Community Health Nursing**

NURS 374: Contemporary Professional Nursing

NURS 375: Transition to Professional Nursing
Practice

General Education - (A)

General Education - (SB)

Elective

*Biology 335 must be taken
prior to or concurrent with N220 and N222

*Biology 348 must be taken
prior to or concurrent with N223 and N224

** NURS 370 may be taken during the summer or in 1st semester of senior year. However, both NURS 372 and NURS 374 must be completed before NURS 375.

Note: Only two required nursing courses may be taken in any one semester.

RN to BSN PROGRAM

The RN to BSN option is designed for Registered Nurse (RN) students. RN students transfer many courses from their basic programs and other academic work when they are accepted into the program. The College allocates transfer credits, including 37 nursing credits for prior nursing education. A wide range of courses meet the General Education requirements. RN students are not restricted to specific cognates. They begin the program with a transition course, Nursing 207: Baccalaureate Education for Nursing and a comprehensive physical assessment course, Nursing 316: Physical Assessment of the Adult & Child. The RN students then concentrate on N 370: Public and Community Health Nursing and N 376: Contemporary Nursing Practice: Issues and Challenges. The plan of study for the RN student is outlined in the Advisement Form and Program of Study.

ADVISEMENT FORM - REGISTERED NURSE STUDENT

Name _____ Emplid. _____
 Address _____ Phone No. _____

A grade of "C" or better in each nursing course is required. Course marked with an * must be completed before senior year. Most General Education courses should be completed before senior year.

COLLEGE-WIDE REQUIREMENTS:

* College Writing Requirement _____

* College Mathematics Requirement _____
 (not a substitute for general education 2000,
 mathematics Category (M))

DISTRIBUTION REQUIREMENTS:

(SB) Social & Behavioral Science _____(3)

(SB) Social & Behavioral Science _____(3)

(A) Visual & Performing Arts _____(3)

(LS) Laboratory Science _____(4)

(M) Mathematical Systems _____(3)

(SM) Science/Mathematics _____(4)

ELECTIVES: _____ ()

GENERAL EDUCATION CORE:

Core One - Western Literature _____(4)

Core Two - Western History _____(4)

Core Three - Non Western Worlds _____(4)

Core Four - Critical Inquiry/Cultural
 Issues _____(4)

NURSING REQUIREMENTS:

*N207 -Baccalaureate Education/
 Nursing _____(4)

*N316 - Physical Assessment _____(4)

**Must Complete N207 and N316 before
 taking N370 and N376**

N370 -Public & Community Hlth Nsg._(6)

N376 - Contemporary Nsg Practice ___(6)

45 CREDITS MUST BE EARNED AT RHODE ISLAND COLLEGE FOR GRADUATION.

CLEP and other Proficiency Exams ARE NOT included in 45 credit requirement.

Minimum credits needed for graduation = 120 Transfer Nursing Elective Credits = 37

Course names and numbers may be subject to change as part of the curriculum revision process.

6/6/07

REGISTERED NURSE STUDENTS - PROGRAM OF STUDY

Candidates for the baccalaureate degree at Rhode Island College complete a minimum of 120 credits to graduate. Applicants must complete a minimum of 45 semester hours at Rhode Island College. At least 15 of the 45 hours must be taken in the major. Course/credit proficiency, cooperative education, field experience or prior learning credit may not be counted toward this 45-hour requirement.

COURSE REQUIREMENTS

Nursing 207: Baccalaureate Education for Nursing 4 credits

Nursing 316: Physical Assessment of the Adult & Child 4 credits

RN students submit an "Enrollment Form" by April 15 or November 15 prior to the beginning of advanced (senior) level nursing courses.

Nursing 370: Public and Community Health Nursing 6 credits

Nursing 376: Contemporary Nursing Practice: Issues and Challenges 6 credits

GENERAL EDUCATION

RN students may receive transfer credits for courses from other colleges. The General Education program is comprised of core courses and distribution requirements.

Core Courses

- | | |
|--|-----------------|
| 1. Western Literature | Core One (C1) |
| 2. Western History | Core Two (C2) |
| 3. Non-Western Worlds | Core Three (C3) |
| 4. Critical Inquiry into Cultural Issues | Core Four (C4) |

Distribution Requirements

- | | |
|---------------------------------|---|
| 5. Social & Behavioral Sciences | (SB) - Two Social and Behavioral Science courses from |
| 6. Social & Behavioral Sciences | different disciplines. |
| 7. Visual & Performing Arts | (A) - One course |
| 8. Laboratory Science | (LS) - One course |
| 9. Mathematical Systems | (M) - One course |
| 10. Science/Mathematics | (SM) - One course |

SECOND DEGREE CANDIDATES

Name _____ Emplid. _____
 Address _____ Phone No. _____

Biology 231 (Anatomy), Psych 230 (Human Development) and Chemistry 106 (General, Organic & Biological-Chemistry II) are prerequisites to Nursing courses. All cognates (*) must be completed before junior year (300 level courses). A grade of "C" or better in each cognate and nursing course is required.

Degree Requirement Checklist

NURSING REQUIREMENTS:

PRE-REQUISITES & COGNATES:*

**N220 Found. of Therapeutic Interventions Interventions _____(3)	Bio 108 Basic principles of Biology _____(4) (Pre-requisite to Bio 231, 335, 348)
** N222 Professional Nursing I _____(3)	Bio 231 Anatomy* _____(4)
** N223 Fundamentals of Nursing Practice _____(3)	Bio 335 Physiology* _____(4)
** N224 Health Assessment _____(3)	Bio 348 Microbiology* _____(4)
N340 Psychiatric/Mental Health Nsg. Theory and Practice _____(6)	Chem. 105 General, Organic & Biological ____(4)
N342 Adult Health Nursing I _____(6)	Chem 106 General, Organic & Biological* ____(4)
N344 Maternal Newborn Nursing _____(6)	Psych 110 Introductory Psychology _____(3) (Pre-requisite to Psych 230)
N346 Nursing of Children & Families _____(6)	Psych 230 Human Development* _____(4)
N370 Public & Community Health Nursing _____(6)	
N372 Adult Health Nursing II _____(6)	
N374 Contemporary Professional Nursing _____(3)	
N375 Transition to Prof. Nursing Practice _____(6)	

** Second Degree Candidates must petition to take N220, N222, N223 and N224 concurrently. Summer course enrollment is limited to 16 students. The offering of summer courses is based on faculty availability and adequate student enrollments during the academic year.

Course names and numbers may be subject to change, as part of the curriculum revision process.

7/31/08

Advisement

Faculty in the School of Nursing serve as advisors to students in nursing. Students are assigned an advisor when they declare an intent to major in nursing. Advisor assignments are available in the nursing office.

Each student must meet with an advisor, to be eligible to register each semester. Students may contact advisors by telephone and/or email and during office hours and times scheduled for advisement. Faculty office hours are posted outside individual faculty offices.

The faculty advisor and student plan a program of study before course work begins. The program of study outlines the sequence of courses to be taken. The student retains a written copy of the program and a copy is placed in the student's file. Students are encouraged to make additional appointments to discuss matters of concern.

Program Policies

Admission - Basic Baccalaureate

Fall Enrollment:

Students who apply to begin nursing courses, N220 and N222, in the fall semester, **MUST:**

- Submit a completed **Application for Enrollment Form** to the School of Nursing by **April 15th** of the preceding academic year.
- Be enrolled at Rhode Island College.
- Be a **declared nursing major**
- Have met the **College Mathematics Competency and Writing Requirements**. (Refer to the RIC catalog for related information.)
- Have a cumulative **G.P.A. of 2.7 or greater**.
- Have completed the pre-requisite courses of **Anatomy (Bio 231), General, Organic & Biological Chemistry II (Chemistry 106) and Human Development (Psych 230)** with a grade of **C or better**.

Spring Enrollment:

Students who apply to begin nursing courses, N 220 and N222 in the spring semester, **MUST:**

- Submit a completed **Application for Enrollment Form** to the School of Nursing by **October 15th** of the preceding academic year.
- Be enrolled at Rhode Island College.
- Be a **declared nursing major**.
- Have met the **College Mathematics Competency and Writing Requirements**. (Refer to the RIC catalog for related information.)
- Have a cumulative **G.P.A. of 2.7 or greater**.
- Have completed the pre-requisite courses of **Anatomy (Bio 231), General, Organic & Biological Chemistry II (Chem 106) and Human Development (Psych 230)** with a grade of **C or better**.

Deferment or Denial

Students who defer enrollment in nursing courses must submit a new *Enrollment Form* upon return. Students who are denied admission to the nursing program are allowed to reapply only one additional time. Reapplication must be made within two years of the original application. Exceptions will be considered on an individual basis. Students who meet admission requirements but who cannot be accommodated will need to submit a new application for enrollment in a subsequent semester. The School of Nursing may require student interviews.

Admission - RN to BSN

Registered Nurse students who anticipate applying to the nursing program must submit a completed *Enrollment Form* by November 15th to be admitted to Nursing for the Spring semester and/or by April 15th for the following fall semester.

Criteria for Enrollment include:

- a) Enrollment in Rhode Island College and declaration of nursing as a major.
- b) Fulfillment of college mathematics competency and writing requirements.
- c) A cumulative G.P.A. of at least 2.5.
- d) Completion of, or enrollment in, Nursing 207 with a grade of C or better
- e) Current RN license.
- f) Submission of resume.
- g) Copies of all college/university transcripts.

If the RN student anticipates full-time enrollment in senior level nursing courses, it is a goal that the student also will complete all program requirements (including General Education) that same year.

Transfers

Transfer students accepted into the College must meet the program admission requirements and must file an application to the nursing program. In addition to the criteria for admission to the major, students transferring from other nursing programs are required to forward a letter of recommendation from the head of the previous program.

Background Screening

Graduates of the program are eligible to apply to take the NCLEX-RN exam for licensure as a registered nurse in any state. Bureau of Criminal Identification checks are required as part of the licensing process. An applicant who has a criminal record may be required to submit additional information to the Rhode Island Board of Nurse Registration and Nursing Education. The Board reserves the right to make final decisions about licensure.

All students entering the nursing program must submit Background Criminal Identification (BCI) checks. Clinical agencies require students to have completed BCI checks. Compliance with this requirement is essential for clinical placement and progression. Refer to page 30 for information about the process.

Retention

Criteria for retention are in the basic baccalaureate nursing program:

1. All cognates must be completed before junior (intermediate) year.
2. A “C” grade or better in each nursing course completed.
3. A “C” grade or better in each cognate course.

Students in both the basic baccalaureate and RN to BSN programs must achieve a grade of C or better in all required nursing courses. One course in nursing may be repeated once. A student who receives two grades of less than C in required courses in nursing will be dismissed from the program. Students must pass all critical behaviors that are indicated on the clinical practicum evaluation form.

If a student’s performance in the practicum is considered to be unsatisfactory at any time during the practicum, the student will be notified with a written warning notice.

The faculty reserves the right to require withdrawal or dismissal from the nursing program of a student who gives evidence, academically or personally, of inability to carry out professional responsibilities in nursing. Any student dismissed from the program may appeal to the Student Outcomes Committee. For further information or clarification of the process of appeal, contact the Dean of Nursing.

Petitions

Students seeking appeal of nursing program policies related to admission, retention or dismissal can petition in writing to the appropriate committee. The following committees consider student appeals:

1. Waiver of admission requirements – Structure and Governance Committee
2. Requests to take all 4 beginning level nursing courses (second degree candidates) - Structure and Governance Committee
3. Waiver of a retention policy or course prerequisite – Student Outcomes Committee
4. Dismissal from the Nursing Program - Student Outcomes Committee
5. Waiver of prerequisite of Nursing 370 prior to Nursing 376 – RN Committee

The process for submitting a petition and the petition forms for the relevant committee are available from the nursing secretary. Petitions to Student Outcomes Committee are due at least by the Monday of a full week prior to the start of classes in Fall and Spring semesters and at other times according to the committee meeting schedules.

Withdrawal from a course

1. Students who withdraw from a course prior to midterm will only be able to register for the same course in the subsequent semester if space is available after the end of the regular registration period.
2. The Dean in consultation with faculty of the School of Nursing reserves the right to require withdrawal or dismissal from the nursing program of a student who fails to progress due to multiple withdrawals.

Leave of Absence from Nursing Courses/Program

A basic student who interrupts his/her nursing program of study or who withdraws from the program must submit a letter to the Dean of Nursing.

A student who interrupts his/her program for two semesters without notifying the Nursing Office may be eligible to register for course(s) needed to complete the program on a space available basis.

If the student interrupts his/her nursing program for three semesters or longer, the student must apply for re-admission to the nursing program and must meet current admission requirements.

Progressive Standardized Testing

ATI Testing

The School of Nursing contracts with Assessment Technologies Institute, Inc. (ATI) to provide nursing students with a comprehensive testing and review package that enhances the professional program.

The complete package of assessment and review materials provides students with a variety of testing opportunities and written resources. Upon entry into the nursing program students take tests of essential academic and critical thinking skills and receive a booklet "Orientation to Critical Thinking, and Study Skills". Review modules, practice ("non-proctored") tests, and standardized ("proctored tests") in specific nursing content areas are utilized throughout the program. The review modules, formatted as soft cover books, help focus review of course content. The ATI tests are offered in computerized and paper and pencil versions. Some (non-proctored) tests are for practice: other tests are monitored and taken at a specific date, time and place. Students may take the practice computerized tests repeatedly on a home computer or on the computers in the Technology Center at Horace Mann. Our goal is for all students to achieve an acceptable percentile on each specialty test. Students whose scores fall below this percentile are required to participate in remedial efforts. Directions for logging on to and utilizing the ATI website are provided upon entry into the program and at the beginning of each course.

ATI testing for students in nursing will be conducted as follows:

Students will take:

1. The Test of Essential Academic Skills as incoming students accepted to the program. (Test scores are used for academic advisement)
2. The Fundamentals Test in Nursing 223.
3. The Content Mastery Series in specialty courses.
4. The Nursing Leadership Test in Nursing 374.
5. The GN Comprehensive Predictor and Pharmacology Test in Nursing 375.

Specifics about how ATI Tests are used in nursing courses are included in course syllabi.

The ATI system requires that students be able to use the computer labs on campus. Each student must have a valid Student ID and computer account to use the college computers for testing. Information about computer accounts is available from Technology Center staff or nursing faculty and staff. Please test your ability to use the network at the college at the beginning of each semester.

Nursing students are billed a fee of approximately \$70/semester by the college for the ATI Comprehensive Assessment and review program.

In addition to the ATI Testing and Review program, senior level students will participate in comprehensive testing according to the following procedure and criteria:

- Students will take a standardized comprehensive nursing exam in the second semester of the senior year during N375.
- Students must achieve over a set percentile on the exam.
- Students not achieving the required percentile will receive an incomplete in Nursing 375 and will be required to do remedial work and accomplish an acceptable score on a repeat test in order to pass Nursing 375.
- Students who fail to achieve the set percentile score on the comprehensive nursing exam for the 2nd time will earn a failure for the course.

Grading System:

As of May 22, 2000 grades in nursing courses will be calculated using the following scale:

CUM INDEX	GRADE	RANGES
4.0	A	93-100
3.67	A-	90-92
3.33	B+	87-89
3.00	B	84-86
2.67	B-	80-83
2.33	C+	77-79
2.00	C	74-76
1.67	C-	70-73
1.33	D+	67-69
1.00	D	63-66
.67	D-	60-62
.00	F	0-60

Registration:

General registration procedures are described in the *Bulletin of Rhode Island College*. Nursing majors may register online for required nursing courses during the regular registration period, but **not** immediately prior to the beginning of classes during late registration. Students may register for N220 and N222 only after being accepted into the program. RN students must be accepted into the RN to BS program in order to register for N370 and N376. Students must bring a current RIC transcript showing evidence of completing prerequisites to the first class of each required nursing course.

Nursing 375 must be the last nursing course taken. Students interested in community health in N375 must have completed N370. Those wanting a medical surgical clinical in N375 must have already taken N372. Placement for N375 is done by lottery. Seniors submit preference for clinical placement. Each semester students are notified as to when the lottery will take place. Once clinical sites for students are selected the nursing office will register students.

Summer Courses

Selected required nursing courses are offered during summer sessions. **Summer Courses are not guaranteed.** The courses usually offered during summer include: N370 and N374 and sometimes N340, N342, N344 and N346. As usual, registration for summer courses is based on earned RIC credits as determined by Records Office. To take required nursing courses during the summer session all prerequisites must be met by the end of the previous semester. If a student has an Incomplete in a prerequisite course (e.g. because of ATI score), she/he is not eligible to take specific summer nursing courses.

Health & Wellness Policies

Health Requirements

All nursing students must provide Health Services documentation of:

Student: _____

Nursing: Health & Immunization Requirements

All Nursing Students must have the following information on file in RIC HEALTH SERVICES:

- 1. An Admission **PE**
- 2. **One** dose of **Tetanus-Diphtheria-Pertussis (Tdap)** if it has been 2 or more years since the last dose of Td.
- 3. **Two** doses of live **Measles** vaccine* (preferably MMR) or a blood **titer** confirming immunity.
- 4. **Two** doses of **Mumps** vaccine* (preferably MMR) or blood titer confirming immunity.
- 5. **One** dose of **Rubella** vaccine or blood titer confirming immunity.
- 6. **Three** doses of **Hepatitis B** vaccine. A **Hepatitis B Surface Antibody** titer to confirm sero-conversion is recommended 1 – 2 months after the final dose.
- 7. Provider documented proof of **Chicken Pox** disease or **Varicella titer** confirming immunity or **Varicella vaccine** (2 doses).
- 8. An initial **2-Step PPD** tuberculin skin test and **yearly** PPD updates (or **Chest X-Ray** if PPD positive and **yearly** TB Assessment).
- 9. Flu vaccine during fall semester.

* Health care workers born on or before December 31, 1956 are only required to have documentation of **one** dose each of measles, mumps and rubella or titers confirming immunity.

**RHODE ISLAND COLLEGE
HEALTH SERVICES**

**Browne Hall
600 Mt. Pleasant Avenue
Providence, Rhode Island
Tel: (401) 456-8055
Fax: (401) 456-8890**

IMMUNIZATION NOTICE

If you wish to schedule an appointment for immunization at Health Services, please note the following:

1. All immunizations must be **pre-paid** at the Bursar's Office located on East Campus in Building #4. Office hours are 8:30 a.m. to 4:30 p.m. Monday – Friday. Cash, check or credit cards (Discover, Master Card or Visa) are accepted. A receipt from the Bursars must be presented at Health Services to schedule an appointment.
2. Health Services does **not** bill insurance companies (private or school insurance). Most major carriers do not reimburse for immunizations given to students over 18. Check with your insurance company for details.
3. Cost of vaccines (subject to change based on availability):
 - Measles, Mumps, Rubella (MMR): 45.00
 - Meningitis vaccine: \$85.00
 - Tetanus (Td) vaccine: \$18.00
 - Tetanus with Pertussis (Tdap): \$35.00
 - Hepatitis B (requires as series of 3): \$30.00 for each vaccine
4. Plan to spend 10 minutes at Health Services after the vaccine is administered to be sure there is not reaction.

If you feel you have had adequate immunizations in the past but are unable to access your records (from provider, high school or other college), you may elect to have a blood titer drawn to document immunity. These titers are available through Health Services. The approximate costs of these titers (done by Roger Williams Medical Center lab) are:

- Mumps: \$18.00
- Rubella: \$20.00
- Rubeola (measles): \$18.00
- Varicella B (HBs Ab): \$15.00
- Hepatitis B (HBs Ab): \$15.00

(Add \$9.00 drawing and handling fee to total cost)

*** These prices are **ONLY** available through RIC Health Services. Private insurance does not generally cover the cost of titers.

Updated 1/07

Substance Abuse Policy

Philosophy

Nursing students at Rhode Island College are expected to conduct themselves as professionals at all times. This professionalism includes dress, in-class attendance, academic integrity and the successful completion of course responsibilities as well as behavior in nursing courses on campus and at practicum locations. Adherence to student policies of the College and the School of Nursing fosters professionalism. Non-adherence to the professional standards of behavior requires corrective action. Failure by the student to comply with expectations will result in discipline ranging from written warning to dismissal from the Nursing major.

Rhode Island College School of Nursing is committed to health promotion and maintenance of a healthy lifestyle. To fulfill this expectation, nursing students must be free of chemical impairment during participation in any aspect of the nursing program including classroom, laboratory and clinical settings. Substance abuse is a major problem that compromises the learning environment and impairs judgment interfering with the ability to provide safe, effective and supportive care. Appropriate treatment of substance abuse and addiction is critical to nursing education and practice.

Definition

A chemically impaired student is a person who, while in the academic or clinical setting, is under the influence of, or has abused, either separately or in combination: alcohol, over-the-counter medication, illegal drugs, prescribed medications, inhalants, or synthetic designer drugs. Abuse of the substances includes episodic and chronic use that has produced psychological and/or physical symptomatology, which interfere with the student's ability to fulfill role expectations.

Procedures

This health problem must be immediately addressed when identified within the nursing student population. Following are the procedures to be followed when a student is suspected of being chemically impaired.

1. Remove the student to a private area. Discuss the sign(s) and/or behavior(s) observed and allow the student to provide an explanation. Question the student regarding the use of any substance and, if used, what, when, and how much was used and by what route it was taken. When impairment signs/behaviors are observed during a clinical practicum session, the student is removed from the area and relieved of further nursing responsibilities for the day. A written warning is issued, a make-up assignment may be given and the student is instructed to arrange for transportation home.
2. A report of observed student behavior is prepared by the involved faculty member and is submitted to the appropriate Specialty Coordinator and Chairperson. The Chairperson will inform the other clinical faculty member also involved with the student during that semester on a "need to know" basis. A copy of the report will be placed in the student's file.
3. A group conference will be convened within one week. The conference group consists of the involved student and faculty member, the Specialty Coordinator and the Chairperson. The purpose of the group conference will be to convey concern for the student's welfare and to present the student with procedural requirements. If chemical impairment is the problem, these procedures require student agreement to enter into a

“Student Wellness Contract” for professional evaluation of chemical dependency status and determination of a treatment plan.

4. During the conference the academic consequences resulting from chemical impairment will be explained. The student will be requested to agree to the contract and to confirm understanding of both the terms and the academic consequences of the contract by signature. Should the student choose not to agree to the contract, he/she will be dismissed from the nursing major.
 - a) Participation in clinical nursing courses will not be permitted until the terms of the contract are fulfilled.
 - b) A semester grade of “I” (Incomplete) or “W” (Withdraw) will be assigned for these courses depending upon the amount of course work completed to date, the time remaining in the semester, the ability of the student to satisfactorily complete the course requirements and the treatment recommendation of the chemical dependence evaluator.
5. Following the initial screening, the evaluator will determine the prescribed treatment. If no treatment is required, the evaluator will prepare a written report to the Chairperson. Upon receipt of the written recommendation of the chemical dependency evaluator that no treatment for chemical impairment is required, the student may return to all courses in progress.
6. When treatment is indicated, completion terms of the contract must be fulfilled. Upon completion of the program, the student may resume participation in clinical nursing courses contingent upon the approval of a written request for reinstatement submitted for the semester he/she desires to return. If additional chemical impairment occurs subsequent to implementation of these procedures, the student will be dismissed from the nursing major.
(Sources noted in Policy Manual)

Prevention of and/exposure to HIV, HBV, and HCV Infections Policy

In order to reduce the possibility of exposure to Human Immunodeficiency Virus (HIV), Hepatitis B VIRUS (HBV), and Hepatitis C Virus (HCV) by nursing students, Rhode Island College School of Nursing has adopted a policy encompassing vaccination for HBV, and education and prevention techniques for HIV and HCV including standard precautions. Education about and prevention of exposure to body fluids and transmission of blood-borne pathogens including, but not limited to HIV, HBV, and HCV is the focus of this policy. The attached procedures, guidelines and forms have been developed in compliance with State and Federal laws, the Centers for Disease Control (CDC) Guidelines, and the policies and practices of Rhode Island College and affiliating clinical practicum placements.

The School of Nursing recognizes individual rights, equal opportunity, voluntary testing, and confidentiality of test results and health records.

PURPOSE:

The purpose of the policy is to:

1. Protect students from exposure to body fluids and blood-borne pathogens and other potentially infectious materials.
2. Outline the HBV immunization protocol for students.
3. Describe the policies regarding students caring for HIV, HBV, and HCV infected clients.
4. Describe the policies regarding students with HIV infection.
5. Describe the Exposure Control Plan (ECP) for students.

PROTECTING THE STUDENT FROM EXPOSURE TO HIV/HBV/HCV

The Centers for Disease Control (CDC) recommends that Standard Blood and Body Fluid Precautions be used with all clients regardless of known or suspected blood-borne pathogens.

A. Standard Blood and Body Fluid Precautions:

Standard precautions are intended to prevent parenteral, mucous membrane, and non-intact skin exposures of nursing students to blood-borne pathogens. Blood is the single most important source of HIV, HBV, HCV, and other blood-borne pathogens in clinical settings. The following Standard Blood and Body Fluid Precautions can eliminate the risk of work exposure to both HIV, HBV, and HCV. These guidelines should be used with all clients regardless of known or unknown risk factors. The guidelines for Standard Blood and Body Fluid Precautions include:

1. Students who come into direct contact with the body fluids of clients should wear gloves. This includes: direct client care, handling of soiled linen or lab specimens, etc. The gloves should be changed with each client and hands washed immediately after removing gloves.
2. Masks, protective eye wear, and/or gowns should be worn during all procedures that are likely to generate an exposure event.
3. Wounds and skin sites that have been in contact with blood or body fluids should be washed with soap and water; mucous membranes should be flushed with water. (No evidence exists that using antiseptics for wound care or expressing fluid by squeezing the wound further reduced the risk for blood-borne pathogen transmission; however, the use of antiseptics is not contraindicated. The application of caustic agents (e.g., bleach) or the injection of antiseptics or disinfectants into the wound is not recommended). (CDC Guidelines, 2001)
4. To prevent needle stick injuries, students should immediately dispose of needles and syringes in an appropriate sharps container. They should NOT recap used needles, purposely bend or break needles or in any way manipulate used syringes. This holds true for scalpels and other sharp disposable items.

5. To minimize the need for mouth-to-mouth resuscitation, ambu bags, barriers or other ventilation devices should be used when available.
6. Students, who have exudative lesions or weeping dermatitis should refrain from all direct client care and from handling client equipment until the condition resolves.
7. All students who participate in invasive procedures should wear gloves, gown, mask, and protective eye wear.
8. Students assisting in vaginal deliveries and cesarean sections should wear gloves, gowns, masks, protective eyewear, and footwear.

B. Breast Milk and Saliva

Occupational exposure via breast milk and saliva have not been documented. However, the viruses have been isolated from these secretions and therefore standard precautions are required. Gloves should be used during oral exams. Nurses having extensive exposure to human breast milk should routinely use gloves while handling specimens.

C. Human Tissues and Other Body Fluids

1. Standard precautions apply to human tissues and the following fluids: cerebrospinal, peritoneal, synovial, pleural, pericardial, and amniotic fluids.
2. Standard precautions apply to feces, nasal secretions, sputum, sweat, tears, urine and vomitus.

HEPATITIS B VACCINATION

The Hepatitis B vaccination series will be documented upon enrollment in the nursing program. Hepatitis B vaccine will be available to students through Student Health Services. Students are encouraged to inquire about HBV immunization at their place of employment. All students who decline to comply with the HBV requirement shall be advised of their risk and be required to sign the Hepatitis B Vaccination Declination Form. Refusal to comply with the above requirement does not negate future availability of immunization.

Documentation of compliance or refusal shall be included in the student health record in Rhode Island College Health Services. The protocol for standard precautions is introduced to all nursing students during the sophomore year. The protocol is reviewed in junior and senior level nursing courses.

A. Cleaning and Disinfection – Nursing Resource Laboratory

The NRL shall be maintained in a clean and sanitary condition. All equipment and environmental and working surfaces shall be cleaned and decontaminated after contact with blood or other potentially infectious materials. Contaminated work surfaces shall be decontaminated with an appropriate disinfectant, immediately or as soon as feasible, when surfaces are overtly contaminated or after any spill of blood or other potentially infectious materials.

Protective coverings used to cover equipment and environmental surfaces shall be removed and replaced as soon as feasible when they become overtly contaminated. All bins, pails,

cans, and similar receptacles intended for reuse which have a reasonable likelihood for becoming contaminated with blood or other potentially infectious materials shall be inspected and decontaminated according to the cleaning schedule and decontaminated immediately or as soon as feasible upon visible contamination. Broken glassware which may be contaminated shall not be picked up directly with the hands. It shall be cleaned up using mechanical means, such as a brush and dust pan, tongs, or forceps.

Contaminated sharps shall be discarded immediately or as soon as feasible in containers that are closable, puncture resistant, leakproof on sides and bottom and labeled.

During use, containers for contaminated sharps shall be easily accessible to students and located as close as is feasible to the immediate area where sharps are used or can be reasonably anticipated to be found, maintained upright throughout use, and replaced routinely and not be allowed to overfill. When moving containers of contaminated sharps from the area of use, the containers shall be closed immediately prior to removal or replacement to prevent spillage or protrusion of contents during handling, storage, or transport, and placed in a secondary container if leakage is possible.

Sharps containers shall not be opened, emptied, cleaned manually or handled in any other manner which would expose students to the risk of percutaneous injury. Disposal of all Sharps and Medical Waste shall be in accordance with applicable regulations and Rhode Island College.

B. Laundry Practices

In the event that linen used for practice in the NRL becomes contaminated with blood or other potentially infectious materials, it shall be handled following standard precautions. Contaminated laundry shall be placed and transported in bags or containers labeled or in red bags substituted for labels.

Contaminated laundry shall be handled as little as possible and shall be bagged or containerized at the location where it was used and shall not be sorted or rinsed. Whenever contaminated laundry is wet and presents a reasonable likelihood of soak-through or of leakage from the bag or container, the laundry shall be placed and transported off campus in bags or containers which prevent soak-through or leakage of fluids to the exterior. All students who have contact with contaminated laundry shall wear protective gloves and other appropriate personal protective equipment.

STUDENTS WHO REFUSE TO CARE FOR HIV/HBV/HCV INFECTED CLIENTS

The Rhode Island College School of Nursing believes that professional nursing students have a responsibility to provide care to all clients assigned to them and that refusal to care for an individual with HIV, HBV, or HCV is contrary to the ethics of the nursing profession.

The School of Nursing recognizes that infectious diseases pose considerable psychological as well as physical threats to students and will address any fears, misinformation or prejudices the student may be experiencing by:

1. Providing the most current information on occupational transmission of the viruses.
2. Providing thorough instructions on the ways students can prevent exposure.

STUDENTS WHO HAVE BEEN DIAGNOSED WITH HIV/HBV/HCV

The following statements summarize the School of Nursing policy regarding HIV-infected students:

1. The School of Nursing will not consider HIV status in the admission decision. The exclusion of people with HIV infection constitutes unwarranted discrimination. An infected individual will be treated in the same manner as any student diagnosed as having any other illness, injury or disability.
2. Students with HIV will be allowed access to clinical, academic, and College-related social activities as their medical condition permits. In the instances where a student is unable to fulfill his/her responsibilities, the School of Nursing will make a reasonable effort, if asked, to accommodate the student. Should a problem arise, the nursing faculty will seek advice according to the current Rhode Island College Handbook of Policies Practices and Regulations.
3. HIV positive students are encouraged to seek competent medical and psychological consultation early in the disease.
4. No specific information about HIV status will be documented in the student's file. Information will not be shared verbally or in writing with anyone unless the student requests so in writing. A student who informs the faculty and/or staff of his/her HIV/HBV/HCV status will be accorded confidentiality by faculty and staff members in whom he or she confides.
5. Students with known deficiencies are at an increased risk for hospital-acquired infections. Clinical assignments for these students will be evaluated accordingly.

EXPOSURE CONTROL PLAN – POST-EXPOSURE EVALUATION AND FOLLOW-UP

A. NURSING RESOURCE LABORATORY

Students exposed to blood or other body fluids in the Nursing Resource Laboratory will follow the Post Exposure Evaluation and Follow-up Procedure (as described in the Rhode Island College Occupational Exposure to Blood-borne Pathogens Exposure Control Plan – Section IV – pages 10-11).

In the event of an exposure, the supervising faculty member will initiate the process by reporting the incident to the Dean of Nursing and the Safety and Security Department (Campus Security Office). If no faculty member is present in the Laboratory, the student is to report the incident to the Department of Nursing Chairperson for appropriate action.

In addition to the above, the supervising faculty member is responsible for completing a Rhode Island College School of Nursing Incident Report (Appendix II) and submitting it to the Rhode Island College School of Nursing Dean within 24 hours.

The exposed student will be referred to Health Services Office or personal care provider for follow-up medical care, including counseling. The College Insurance Rider provides financial coverage for follow-up.

B. OFF-CAMPUS CLINICAL EXPERIENCES

Students exposed to blood or other body fluids during an off campus clinical experience will follow the initial Post Exposure Evaluation and Follow-up Procedure of the respective agency. For follow-up and further testing/intervention, the exposed student will be referred to the Rhode Island College Health Services Office or personal care provider. In addition, the supervising faculty member will initiate the process by reporting the incident to the School of Nursing Dean immediately after the incident. The supervising faculty member is also responsible for completing a Rhode Island College School of Nursing Incident Report (Appendix II) and submitting it to the Rhode Island College School of Nursing Dean within 24 hours. In addition, the supervising faculty member will provide the student with the pertinent sections of the CDC's US Public Health Service Guidelines for the Management of Occupational Exposures to HBV, HCV, and HIV and Recommendations for Post Exposure Prophylaxis.

<http://www.cdc.gov/mmwr/preview/mmwrhtml/rr5011a1.htm>

Appendix II

RHODE ISLAND COLLEGE – SCHOOL OF NURSING

INCIDENT REPORT

Student's Name: _____ Faculty Member: _____

Date: _____ Agency/Location of Exposure: _____

Nursing Course: _____

SUMMARY OF EXPOSURE INCIDENT:

(Describe circumstances of exposure incident and results of immediate follow-up, i.e. blood testing of student/source of contact)

FOLLOW-UP

The Agency representative has informed the student of the results of the medical evaluation and told him/her of any medical conditions which may result from exposure to blood or other potentially infectious materials which require further evaluation or treatment. A copy of this document has been provided to the student.

Agency Name: _____ Date: _____

Agency Representative Name: _____ Date: _____

I have been given a copy of the CDC, US Public Health Service Guidelines for the Management of Occupational Exposure to HBV, HCV, and HIV and Recommendations for Post exposure Prophylaxis (June 29, 2001)

SIGNATURES:

(Student) (Date)

(Faculty) (Date)

Practicum Policies

CPR (Cardiopulmonary Resuscitation) Certification

(Cardiopulmonary Resuscitation Certification)

Students need to present proof of CPR Certification. CPR Courses are regularly offered on campus by Ocean State Educational Seminars, Inc. (651-5777) or Medpro (273-9188). Courses are also offered by the American Heart Association (330-1700). The certification you need is "Health Care Provider".

BCI

All incoming students must have a Background Criminal Identification (BCI) done through Certifiedbackground.com. The BCI must be verified by the School of Nursing office prior to the first day of class. An information sheet describing how to purchase a background check is available in the Nursing Office.

Attendance

Attendance at practicum is mandatory. Absence may jeopardize the student's ability to meet course objectives and satisfactorily pass the practicum. Students are required to notify faculty of illness, or extenuating circumstances prior to the practicum experience. Individual faculty will inform students regarding the notification procedure to follow. Since there is no mechanism to make up clinical time, alternate learning experiences may be required by faculty. Assignment of alternate learning experiences does not assure that the student will be able to meet course objectives and/or pass the practicum.

Practicum Placements

Practicum learning provides students with the opportunity to carry out nursing care for persons of all ages and in all stages of the health-illness spectrum. The School of Nursing retains the right to place and schedule students in appropriate clinical settings. Although every effort will be made to place all students, it is possible that in any given semester sufficient placements may not be available. Students in clinical courses are responsible for their own transportation to the clinical area. Attendance at practicums is mandatory. Students are expected to adhere to the policies of the clinical site as well as the School of Nursing policy. Students may be required to prepare the day before clinical by obtaining information at the clinical site.

Student Self-Identification of Risk Factors

Students with any condition such as pregnancy, viral infections, allergies, or immune-suppression, that potentially places them at risk in the clinical setting are responsible for informing the instructor of the condition. This information should be discussed with each clinical instructor prior to the first clinical day, or as soon thereafter as the students become aware of the condition.

Student Uniform

1. Students in all clinical settings must carry Rhode Island College identification and wear a Rhode Island College name pin. Students must comply with parking and security regulations as specified at each agency.
2. Female students will be able to choose a maroon skirt or slacks with a maroon scrub top embroidered with “Rhode Island College School of Nursing”. Male students will wear maroon slacks with the same type of shirt. White lab coats will have Rhode Island College patch on the left arm. The School of Nursing patch is available in the nursing office (\$5.00). Scrubs, tops and slacks, lab coats, name tags and other equipment can be ordered through Alexander’s Uniforms, 1 Lambert Lind Highway, Warwick, RI 401-654-6500. Updated ordering procedures will be announced each semester.
3. Artificial nails are prohibited. Fingernail polish, long fingernails, excessive makeup, jewelry and rings other than wedding or class rings are not appropriate for the clinical setting. Female and male students with long hair will wear their hair so that it does not fall on the collar.

Student attire will be neat and clean at all times. Faculty reserve the right to dismiss a student from the clinical area, if in their judgment, the student does not appear professional.

Transporting Patients

Under **NO** circumstances shall students transport patients in any motor vehicle.

Incident Reports

If an incident report is indicated in a practicum setting, it will be completed according to agency policy and a report will be submitted to the Chairperson immediately, or at least within 24 hours of the incident. The report is signed by the student who was involved and by the faculty member responsible for supervision of the student. The report becomes part of the student’s official file.

Practicum Warning Notices

If at any time a student’s performance in the practicum is considered to be unsatisfactory, the student will be notified with a written warning notice from the clinical instructor. Four copies are to be completed and distributed to:

1. Student
2. Faculty
3. Course Leader or Specialty Coordinator
4. Chairperson

Liability Insurance

Students who are actively enrolled as majors in nursing at Rhode Island College are covered by a Medical Malpractice Policy by the Board of Governors for Higher Education. This should not be confused with the college’s low-cost optional illness & accident insurance that provides benefits for any single illness or injury which occurs during the period of September 1 to August 31.

Notification of Illness

If a student is ill and cannot attend the practicum, she/he should contact the individual instructor prior to the scheduled meeting time. Make-ups for missed practicum assignments are arranged with individual instructors. For some practicum experiences students will receive instructions to contact the agency as well as the instructor. Consistent with written regulations on class attendance for undergraduate students, the student is reminded that the responsibility for

fulfilling requirements of each class session rests with the individual student. If a student is unable to meet any course requirement an immediate acceptable explanation must be reported to faculty responsible for the course.

Privacy Policy

During clinical rotations, students shall not intentionally be assigned to provide care for any client with whom they are personally acquainted, including members of the Rhode Island College community (i.e., faculty, fellow students, or staff). Should students become aware that they have inadvertently been given such an assignment, they are to notify the instructor or preceptor immediately.

Bloodborne Pathogen Training

Students who have clinical practicums in settings that do not provide the required OSHA Bloodborne Pathogen Training should use the online training provided by the University of North Carolina (UNC) Medical Center (http://ehs.unc.edu/training/self_study/bbp).

Students who have clinical practicums in settings that do not provide the required OSHA Bloodbornes Pathogen Training should take the corresponding UNC post-test (adapted with permission by the RI College School of Nursing) and demonstrate knowledge of the content through documentation of earning a 100% on post-test prior to practicing in the clinical setting.

Clinical faculty will check the documentation demonstrating successful completion of the post-test prior to the student practicing in the clinical setting.

Selected College Policies

Code of Academic Honesty

The School of Nursing at Rhode Island College recognizes that the nursing profession is based on a standard of honesty and personal and professional integrity. In order to achieve the mission of the College and the School of Nursing and develop the high ethical standards required for nursing practice, academic honesty is an integral part of the nursing program. Students and faculty are jointly responsible for maintaining an honest environment and all must work together to ensure the success of the academic honesty policy. All students within the School of Nursing are expected to maintain the code of academic honesty. This means that all academic work is presented without plagiarism, cheating or unauthorized assistance.

The Goals of the Academic Honesty Policy in the School of Nursing are to:

- Promote a culture of academic honesty within the School of Nursing.
- Increase understanding of acts that are designated as academically dishonest behaviors.
- Maintain the academic reputation of the School of Nursing.
- Clearly define the process related to matters of academic dishonesty.

Violation of the Code of Academic Honesty

Incidents of academic dishonesty will be adjudicated through the College's usual disciplinary process. Specifically, when a faculty member suspects a student has committed academic dishonesty, the faculty member will confront the student and may determine the appropriate action to be taken. Penalties could include repercussions on the assignment/test up through failure for the course. A student who disagrees with the faculty member's decision may appeal to the Board of College Discipline; or a faculty member may elect to send the case immediately to the Board without passing judgment. The Board has a full range of sanctions available to it, from a warning up through suspension or expulsion from the College.

Behaviors that constitute Academic Dishonesty are prohibited. Examples of academic dishonesty include but are not limited to the follow:

(Adopted from Academic Honesty policies from West Hills Community College, University of Maryland Baltimore, School of Nursing; University of Rochester, University of Arkansas/Fayetteville, University of Houston/Clear Lake, University of Michigan, and Rhode Island College Handbook of Policies, Practices and Regulations).

- Plagiarism – Any attempt to present someone else's work as one's own, on quizzes, examinations, reports, or term papers, etc., constitutes plagiarism, an act closely analogous to the theft of money or goods to any form of swindling or fraud, and in the academic world, just as deplorable. There are various forms of plagiarism of which the following are most common:
 - **Word-for-word plagiarism.** This includes (a) the submission of another person's work as one's own; (b) the submission of work from any source whatever (book, magazine, or newspaper article, unpublished paper, or thesis) without proper acknowledgement by footnote or reference within the text of the paper; (c) the submission of any part of another's work without proper use of quotation marks.
 - **Patchwork plagiarism.** This consists of piecing together of unacknowledged phrases and sentences quoted verbatim (or nearly verbatim) from a variety of sources. The mere reshuffling of other people's words does not constitute "original" work.
 - **Unacknowledged paraphrase.** It is perfectly legitimate to set forth another author's facts or ideas in one's own words, but if one is genuinely indebted to the other author for these facts or ideas, the debt must be acknowledged by footnote or reference within the text of the paper.
- Unauthorized assistance:
 - Using books, notes calculators and technological devices in an unauthorized manner to assist with quizzes, exams or lab work.
 - Copying answers to an exam.
 - Giving or receiving answers to a scheduled exam.
 - Submitting work done by another individual and portraying it as one's own.

- Providing false information:
 - Giving false reasons (in advance or after the fact) for failure to complete academic work. This includes, for example, giving false excuses for failure to attend an exam or attend the clinical practicum.
 - Falsifying the results of any laboratory or clinical work or fabricating any data or information, including patient related information.
 - Giving false information or testimony in connection with any investigation or hearing under this policy.
 - Presenting previously submitted academic work and portraying it as new material.
 - Multiple Submissions: Submitting for credit, when a student has not been given permission to do so, any work that is the same or substantially the same as work that has been submitted for credit in another course. Many professors allow reworking or building on prior work; however, multiple submissions are permitted only with the prior permission of the instructor(s), and only when the student acknowledges the multiple submission in the work itself.

- Theft:
 - Procuring unauthorized materials related to academic work such as exams, grade books, and class files.

Faculty and students share the responsibility for upholding the Academic Honesty Policy. The student is expected to report instances of academic dishonesty to the faculty. A faculty member is responsible for confronting a student who violates the code and determining the appropriate action to be taken with respect to the class. If the faculty member recommends action beyond the class, e.g. dismissal or academic probation, the faculty member presents the accusation to the Board of College Discipline and to the Dean of the School of Nursing. A student accused of academic dishonesty by a faculty member has the right to appeal to the Board of College Discipline.

The School of Nursing reserves the right to impose additional penalties when students have been found in violation of the Code of Academic Honesty, including dismissal from the School of Nursing. Such penalties will be imposed by the Dean in consultation with the faculty member. Students have the right to appeal to the Board of College Discipline. Any student accused of academic dishonesty with sanctions imposed by the School of Nursing may appeal to the Board of College Discipline. This process is outlined in the College Handbook for students under Article VII Violation of Law and College Discipline.

Cancellation of Classes

Students are informed about cancellation of classes or clinical practice, e.g., snow days, by announcements on local radio stations, communications from individual instructors, or by calling the General College Number 456-9500 or visiting the college website. Calling the School of Nursing office is not appropriate.

The current *Rhode Island College Student Handbook* contains complete information about policies and rules and can be accessed at <http://www.ric.edu>

Helene Fuld Nursing Resource Laboratory

Location

The Helene Fuld Nursing Resource Laboratory is located on the first floor of the Fogarty Life Science Building, Rooms 124 and 137.

The Helene Fuld Nursing Resource Laboratory is a two-room area designed as a simulated learning setting. Practice mannequins, hospital and physical examination equipment are used by students to develop and improve professional nursing skills. The lab is used for both scheduled and independent learning and practice.

Mission

Nursing is a profession of practitioners. As nursing faculty we are committed to preparing students to practice the art and science of professional nursing. The Nursing Resource Laboratory plays a vital role in enhancing students' preparedness to practice through a multimedia approach that combines faculty-directed and independent learning. Students learn the rationale for nursing actions, and correctly and safely practice many of the cognitive and psychomotor skills needed to work with clients to promote, maintain and restore health. The laboratory also serves as a resource to faculty. Multimedia and audiovisuals including videos, models, and computers contribute to faculty development and enhance and facilitate teaching.

Resources

Finances

The faculty of the School of Nursing acknowledges that it frequently is necessary for students to work but suggests that students limit hours of employment to 16 hours/week whenever possible. This recommendation is based on the belief that an excessive employment commitment interferes with the educational experience of the students, including opportunities for participation in cultural, social and other activities.

Work Study

The School of Nursing hires students who are eligible for work study. Students may work in the Nursing Resource Lab. Students interested in this option should contact Carol Peck, the Nursing Secretary, at 456-8014 for information.

Financial Aid

The Office of Student Financial Aid (Building #3 East Campus) at the College administers a program of grants, loans and part-time employment opportunities for students who require financial assistance. Their phone number is 456-8033.

Information

Communication via email:

School of Nursing website: www.ric.edu/nursing

The School of Nursing website presents detailed information for students about academic programs, faculty, scholarships, student organization, alumni, and upcoming events. Students automatically receive a Rhode Island College email account upon registering for classes. Information about how to log on to your student email account is available on the Rhode Island College website at www.ric.edu/uss/naccounts_students.php. Students are encouraged to check email frequently, since messages may be sent by advisers and/or instructors.

Bulletin Boards

The official School of Nursing bulletin boards are located in the hallway on the one-hundred level of the Fogarty Life Science Building near the Nursing Office (FLS 145). Official notices of meetings and events are posted on these boards. The bulletin boards located in the Student Lounge are used for notices and items of interest to students. These are allocated to the Student Advisory Committee, the Student Nurses' Association and one is used to post local employment opportunities. Students and faculty post items at their discretion on these bulletin boards. **NO NOTICES** are to be **POSTED ON CORRIDOR WALLS.**

College Catalog and Student Handbook

The College Catalog 2007-2009 and The Rhode Island College Student Handbook are important sources of information for students. These publications may be obtained from the College's website: www.ric.edu

Additional Resources:

The Writing Center	Craig Lee Room 225	456-8141
The Counseling Center	Craig Lee Room 130	456-8094
Office of Academic Support and Information Services	Craig Lee Room 154	456-8083

Awards & Scholarships

Nursing Faculty Award for Outstanding Scholarly Achievement

The Nursing Faculty Award for Outstanding Scholarly Achievement is given to one basic baccalaureate and one graduating Registered Nurse student in each graduating class.

Nursing Faculty Award for Outstanding Service

The Nursing Faculty Award for Outstanding Service to the School of Nursing, the college and/or community is given to one graduate in each graduating class.

The committee overseeing awards seeks nominations from faculty and senior students. After a review of each nominee's application, the faculty selects the recipients for the Scholarly Achievement and Service Awards based on specific criteria. Award recipients receive an award at a graduation event and their names are added to the plaque in the Nursing Lounge.

Scholarships

Information about Scholarships is available on the School of Nursing Website and upon request through the nursing office.

Student Organizations/Committees

Student Nurses' Association

The Rhode Island College Student Nurses' Association is a group comprised of members of the Rhode Island College Community who are interested in Nursing. The purpose of the group is to inform the student body of the nature of professional nursing, to provide a forum for investigation of issues in health care, and to speak for better health in the college community. The group functions according to provisions in its constitution and is supported by the Student Parliament of the College.

National Student Nurses' Association

The National Student Nurses' Association (NSNA) is a pre-professional student nurse organization. Rhode Island College's student nurse association (RICSNA) became an established chapter in the spring of 1987. Any student who is a pre-nursing or nursing major is eligible for membership to NSNA.

Sigma Theta Tau International – Honor Society of Nursing

Sigma Theta Tau, Inc., the International Honor Society of Nursing, has established Delta Upsilon Chapter-at-Large with the University of Rhode Island, Rhode Island College and Salve Regina University. The purposes of Sigma Theta Tau are to: recognize superior achievement and scholarship; recognize the development of leadership qualities; foster high professional standards; encourage creative work; and strengthen commitment to the ideals and purposes of the profession.

Candidates shall be elected from students who have completed at least one-half of the required nursing component of the baccalaureate curriculum. Candidates shall have a grade average of at least 3.0 on a four point scale and shall rank not lower than the highest 35% of their class in scholarship.

Induction takes place in the fall of the year and students who feel they will be eligible should seek applications in the spring of the previous year.

Student Advisory Committee

The Student Advisory Committee membership shall consist of:

- 1) Student Nurses' Association President
- 2) R.I.C. National Student Nursing Association President
- 3) Parliament representative
- 4) Four members-one each from the sophomore, junior, senior level and one R.N. student

The functions of the Student Advisory Committee shall be to:

- 1) Provide ongoing communication between the entire nursing student body and faculty.
- 2) Actively solicit student input on matters brought to SAC by the Chairperson and Dean.

- 3) Relay issues and/or concerns of the nursing students to the Chairperson and Dean. and in turn inform the nursing students of the results or outcome.
- 4) Promote involvement of nursing students in professional and community organizations.
- 5) Foster an increased sense of responsibility among the nursing student body in academic, programmatic and professional matters.
- 6) Notify his/her designated alternate within one week of a meeting in which they are unable to attend.

Students communicate through RICSNA@yahoogleroups.com

School of Nursing Committee Participation

Students are invited to participate on committees at the beginning of each academic year.

Nursing Alumni Organization

The Nursing Alumni Organization was organized in 2001. The organization plans programs and events for alumni, including the Annual Nursing Reunion Breakfast at Homecoming.