

# HANDBOOK FOR UNDERGRADUATE STUDENTS IN NURSING



Academic Year 2021-2022

Rhode Island College

Fogarty Life Science Building

600 Mt. Pleasant Avenue

Providence, RI 02908

(401) 456-8013 [www.ric.edu/nursing](http://www.ric.edu/nursing)

*September 2021*

Welcome to Rhode Island College School of Nursing!

You have made a very important life decision. The decision to enter one of the most trusted and respected professions – that of becoming a baccalaureate prepared nurse.

Now more than ever our country needs highly skilled, compassionate, health care providers who can meet the demands of today's challenging world. The RIC SON prepares you to think critically and respond ethically with dignity and respect for all.

You are part of an academic body comprised of students with both excellent academic achievements and a true sense of caring for individuals to make a difference in their lives. Nurses are the frontline and backbone of health care delivery throughout the world, and it is no different now, during the COVID-19 pandemic, when we can make a difference in providing quality patient care. These are not easy times for anyone, especially nurses. But I can say, without a doubt, that I am prouder than ever to be one of them. I appreciate you, the work you do and the care you provide to all.

The RIC SON Student Handbook provides essential information about the undergraduate nursing program. You are responsible for reading the handbook completely and adhering to the stated policies. 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.

The Code of Academic Honesty speaks to the principles of honor, integrity, and trust. It is an expectation that everyone commits to uphold the ideals of honor and integrity by refusing to betray the trust bestowed upon every member of the Rhode Island College School of Nursing community. Academic integrity is the foundation of the academic community and applies to online and in-person delivery formats. Students who violate college rules on academic integrity are subject to disciplinary penalties, including the possibility of failure or removal from a course, disciplinary probation, and/or dismissal from the college.

Every student is assigned an advisor. It is extremely important that you meet with your advisor to plan each semester's course of study. You can identify your advisor by checking your MyRIC Online site. If you are not assigned an individual advisor, you will be assigned to the Nursing Department for advising.

All students are encouraged to participate in extracurricular activities. This year, we hope to be offering an in-person college experience. I encourage you to stay informed about activities and to participate fully in your courses, clinicals, and student activities and organizations. Information about activities is announced in classes, sent by email, and posted on the bulletin boards in Fogarty Life Science and at the Nursing Education Center. The SON has a local chapter of the Student Nurses' Association. I highly recommend getting involved and participating in their activities.

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 their 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.

Sincerely,

Carolynn Masters PhD, RN

Dean, School of Nursing

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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 a large baccalaureate nursing program in the State of Rhode Island. Over 4900 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 New England Commission of Higher Education. The baccalaureate program in nursing is accredited by the Commission on Collegiate Nursing Education and approved by the Rhode Island State Board of Nursing Registration and Nursing Education.

## **Mission**

Educating and empowering nurses to enrich the health and well-being of all people

## **Vision Statement**

The RIC School of Nursing will be increasingly recognized for its excellent, highly competitive programs, leadership in inter-professional education, and valuable contribution to making a difference in people's lives. The SON will expand faculty scholarship and practice and strengthen professional and community partnerships to promote significant changes in healthcare. The SON will offer a wide array of educational opportunities to emerging student populations and communities. It will be known for embracing diversity and educating empowered nursing professionals who lead the dynamic healthcare delivery system locally, nationally and globally.

## **Our Values**

Caring ~ Excellence ~ Integrity ~ Diversity/Inclusion

## **Description**

The School of Nursing is committed to providing the highest quality undergraduate and graduate nursing education at an affordable cost to a student population diverse in terms of culture, ethnicity, gender, and age. The baccalaureate program combines liberal arts and nursing education to assist students to develop the knowledge, skills, and perspectives required for professional practice; it fosters intellectual development, personal growth, and professional collaboration. The master's program educates nurses for diverse and expanded roles. The doctor of nursing practice program focuses on leadership in advanced practice nursing. The faculty is strongly committed to excellence in teaching and preparing graduates for the complex, rapidly changing health care environment. The School provides a nurturing, inclusive, performance-based, technologically equipped, innovative learning environment that promotes caring, competence, and professionalism. Faculty, students, and alumni contribute to the improvement of health and health care through practice, service, and scholarship activities that extend to populations, agencies, and institutions throughout the City of Providence, the State of Rhode Island, and the surrounding communities.

## The Baccalaureate Nursing Program

The curriculum of the School of Nursing is based on the *Essentials of Baccalaureate Nursing Practice* (AACN, 2008). The nine *Essentials* are reflected in the program goals and learning outcomes.

### Program Goals

- Engage in continuous education in the arts and sciences to inform decision making as a professional nurse and member of a global society
- Apply concepts of leadership, quality and safety to improve health care outcomes in a cost-effective, safe and caring organizational environment
- Demonstrate critical thinking in evaluating and integrating evidence and interprofessional perspectives to improve health care outcomes
- Use patient care technologies, information systems and communication systems to facilitate safe, efficient and effective nursing practice
- Promote professional nursing practice that addresses policy development, legislative process, health care financing and reimbursement and political activism within an ethical framework
- Perform in the autonomous and collaborative role of the professional nurse to enhance the interprofessional team
- Participate in activities that promote health, prevent illness and injury and provide population-focused interventions that provide effective, efficient and equitable health care
- Demonstrate professional behaviors that encompass accountability, responsibility, adherence to standards of moral, ethical and legal conduct and the pursuit of lifelong learning
- Possess the knowledge, skills and attitudes to provide nursing care in a variety of settings to a diverse group of patients of all ages, cultures, genders and religious backgrounds

### Learning Outcomes

#### Beginning

The student will:

- Describe how a strong knowledge base derived from the arts and sciences is critically important to perform as a professional nurse and member of a global society
- Recognize how employing concepts of leadership, quality and safety improve health outcomes in a cost-effective, safe and caring manner
- Describe how critical thinking is used in evaluating and implementing evidence and interprofessional perspectives to improve health care outcomes
- Identify patient care technologies, information systems and communication systems that facilitate safe, effective and efficient nursing practice
- Discuss aspects of professional nursing practice that addresses political process, regulatory policies, public policy development and healthcare financing within an ethical framework
- Describe the autonomous and collaborative roles of the nurse on an interdisciplinary team
- Identify activities that promote health, prevent illness and injury, and provide population-focused interventions that provide effective, efficient and equitable health care
- Describe professional behaviors that reflect professional values and encompass accountability, responsibility, adherence to standards of moral, ethical and legal conduct and the pursuit of lifelong learning

- Identify how knowledge, skills and attitudes are used to provide comprehensive nursing care to diverse groups addressing health promotion, disease prevention, illness management and end of life support

#### Intermediate

The student will:

- Apply knowledge from the arts and sciences in the practice of professional nursing
- Examine concepts of leadership, quality and safety to improve health care outcomes in a cost-effective, safe and caring manner
- Use critical thinking when evaluating and integrating evidence and inter-professional perspectives to improve health care outcomes
- Apply health care technologies, information systems and communication systems to facilitate safe, effective and efficient care
- Examine professional nursing practice that addresses political process, regulatory policies, public policy development and health care financing within an ethical framework
- Analyze the autonomous and collaborative roles of the nurse on an inter-professional team
- Implement activities that promote health, prevent illness and injury and provide population-focused interventions that provide effective, efficient and equitable health care
- Demonstrate professional behaviors that reflect professional values and encompass accountability, responsibility, adherence to standards of moral, ethical and legal conduct and the pursuit of lifelong learning
- Apply knowledge, skills and attitudes to provide comprehensive nursing care to diverse groups addressing health promotion, disease prevention, illness management and end of life support

#### Advanced

The student will:

- Integrate knowledge derived from the arts and sciences to perform as a professional nurse and member of a global society
- Critique concepts of leadership, quality and safety to improve health care outcomes in a cost-effective, safe and caring manner
- Incorporate critical thinking to synthesizes evidence and interprofessional perspectives to improve health care outcomes
- Incorporate patient care technologies, information systems and communication systems to facilitate safe, efficient and effective nursing practice
- Incorporate professional nursing practice that addresses political process, regulatory policies, public policy development and health care financing within an ethical framework
- Integrate the autonomous and collaborative roles of the nurse on an interdisciplinary team
- Evaluate activities that promote health, prevent illness and injury and provide population-focused intervention that provide effective, efficient and equitable health care
- Integrate professional behaviors that reflect professional values and encompass accountability, responsibility, adherence to standards of moral, ethical and legal conduct and the pursuit of lifelong learning



- Integrate knowledge, skills and attitudes to provide comprehensive nursing care to diverse groups addressing health promotion, disease prevention, illness management and end of life support

## Honors Program in Nursing

The Honors Program in Nursing 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. Successful completion of the Honors Program in Nursing 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 1<sup>st</sup> for those anticipating January graduation the following year and February 1<sup>st</sup> for those anticipating May graduation the following year. The letter of intent will be submitted to the Chairperson of the Honor's Sub-committee. The curriculum committee will review the letter of intent and the Honor's Liaison/Chairperson will notify the student of the decision.
2. A written proposal must be submitted to the Curriculum Committee via the Honor's liaison for approval by December 1<sup>st</sup>/April 1<sup>st</sup>. 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 by the Honor's Liaison of the committee's decision immediately following review regarding proposal acceptance.

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 in Nursing.

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 15<sup>th</sup>/April 1<sup>st</sup> 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 required to make a formal presentation of their work at a colloquium arranged by the faculty advisor and the Honor's Liaison.
5. Honor students are encouraged to complete the steps described by Adams Library to submit and place the completed nursing honors project up onto the digital commons.

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.

## Plan of Study – Basic Baccalaureate Program

**BIOL 231** (Anatomy), **PSYC 230** (Human Development) and **CHEM 106** (General, Organic & Biological) are cognate requirements for admission to the School of Nursing. **BIOL 335** (Physiology) is a cognate that is taken prior to or concurrent with **N220** and **N222**. **BIOL 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 is required.

### DEGREE REQUIREMENT CHECKLIST

PRE-REQUISITES AND COGNATES*		COLLEGE-WIDE REQUIREMENTS	
	SEMESTER		SEMESTER
<b>BIOL 108</b> Basic Principles of Biology (Pre-requisite to BIOL 231, 335, 348)	(4)	Math Competency	
<b>BIOL 231</b> Human Anatomy	(4)	Writing Competency	
<b>BIOL 335</b> Human Physiology*	(4)		
<b>BIOL 348</b> Microbiology*	(4)	<b>CORE COURSES</b>	
<b>CHEM 105</b> General, Organic and Biological Chemistry I	(4)	First Year Seminar (FYS)	(4)
<b>CHEM 106</b> General, Organic and Biological Chemistry II	(4)	First Year Writing (FYW)	(4)
<b>PSYCH 110</b> Introduction to Psychology (Pre-requisite for PSYCH 230)	(4)	Connections (C)	(4)
<b>PSYCH 230</b> Human Development	(4)	RIC 100	
<b>NURSING REQUIREMENTS</b>		<b>DISTRIBUTION COURSES</b>	
<b>N220</b> Found. Of Therap. Interventions	(3)	(A) Arts-Visual and Performing	(4)
<b>N222</b> Professional Nursing I	(3)	(H) History	(4)
<b>N223</b> Fundamentals of Nursing Practice	(4)	(L) Literature	(4)
<b>N224</b> Health Assessment	(3)	(M) Mathematics	(4)
<b>N225</b> Intro to Writing and Research in Nursing	(2)	(NS) Natural Science (BIOL 108)	(4)
<b>N340</b> Psychiatric/Mental Health Nursing	(6)	(SB) Social and Behavioral Science (PSYC 110)	(4)
<b>N342</b> Adult Health Nursing I	(6)	(AQSR) Advanced Quantitative/Scientific Reasoning (CHEM 106)	(4)
<b>N344</b> Maternal Newborn Nursing	(6)	<b>SECOND LANGUAGE REQUIREMENT</b>	
<b>N346</b> Nursing of Children and Families	(6)	Foreign Language***	(4)
<b>N370</b> Public and Community Health Nursing	(6)		
<b>N372</b> Adult Health Nursing II**	(6)		
<b>N374</b> Contemporary Professional Nursing**	(3)		
<b>N375</b> Transition to Prof. Nursing Practice	(6)	COURSE NAME AND NUMBERS MAY BE SUBJECT TO CHANGE AS PART OF THE CURRICULUM REVISION PROCESS	
<b>TOTAL</b>	<b>60</b>	<b>TOTAL CREDITS</b>	<b>124</b>

**NURSING – BASIC STUDENT  
RECOMMENDED PLAN OF STUDY  
(ADMITTED AS FRESHMEN, FALL 2019 OR LATER)**

FRESHMAN FALL		FRESHMAN SPRING	
FYS: First Year Seminar	4	FYW: First Year Writing	4
CHEM 105 General Organic and Biology Chemistry I	4	CHEM 106 General Organic and Biology Chemistry	4
PSYC 110 Introduction to Psychology	4	PSYC 230 Human Development II	4
BIOL 108 Basic Principles of Biology	4	BIOL 231 Human Anatomy	4
RIC 100			
SOPHOMORE FALL (BEGINNING)		SOPHOMORE SPRING (BEGINNING)	
NURS 220 Foundations of Therapeutic Interventions	3	NURS 223 Fund. of Nursing Practice	4
NURS 222 Professional Nursing I	3	NURS 224 Health Assessment	3
NURS 225 Writing in Discipline/Nursing	2	BIOL 348 Microbiology*	4
BIOL 335 Human Physiology*	4	General Education – Mathematical Systems	4
General Education – Foreign Language***	4		
JUNIOR FALL (INTERMEDIATE)		JUNIOR SPRING (INTERMEDIATE)	
NURS 340 Psychiatric/Mental Health Nursing	6	NURS 342 Adult Health Nursing I	6
NURS 344 Maternal Newborn Nursing	6	NURS 346 Nursing Children & Families	6
General Education – History	4	General Education – Literature	4
SENIOR FALL (ADVANCED)		SENIOR SPRING (ADVANCED)	
NURS 372 Adult Health Nursing II**	6	NURS 370 Public/Community health Nursing	6
NURS 374 Contemporary Professional Nursing**	3	NURS 375 Transition to Professional Nursing Practice	6
General Education – Connections	4	General Education – Visual and Performing Arts	4

**NOTE:** Minimum 120 credits required for graduation. Only two required clinical nursing courses may be taken in any one semester.

\* **BIOL 335** must be taken prior to or concurrent with **N220 & N222**. **BIOL 348** must be taken prior to or concurrent with **N223 & N224**

\*\* Both **N372** and **N374** must be completed before **N375**

\*\*\* Foreign language requirement may be met through several approaches. See catalog.

## Second Degree Plan of Study

**BIOL 231** (Anatomy), **CHEM 106** (General, Organic & Biological) **PSYCH 230** (Human Development) 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 courses is required.

### DEGREE REQUIREMENT CHECKLIST

PRE-REQUISITES AND COGNATES*				NURSING REQUIREMENTS	
	WHERE TAKEN	SEMESTER	GRADE		
<b>BIOL 108</b> Basic Principles of Biology (Pre-requisite to BIOL 231)			(4)	<b>N220</b> Found. of Therap. Interventions**	(3)
<b>BIOL 231</b> Human Anatomy			(4)	<b>N222</b> Professional Nursing I**	(3)
<b>BIOL 335</b> Human Physiology			(4)	<b>N223</b> Fundamentals of Nursing Practice**	(4)
<b>BIOL 348</b> Microbiology			(4)	<b>N224</b> Health Assessment**	(3)
<b>CHEM 105</b> General, Organic and Biological Chemistry I			(4)	<b>N225</b> Intro to Writing and Research in Nursing**	(2)
<b>CHEM 106</b> General, Organic and Biological Chemistry II			(4)	<b>N340</b> Psychiatric/Mental Health Nursing	(6)
<b>PSYCH 110</b> Introduction to Psychology (Pre-requisite for PSYCH 230)			(4)	<b>N342</b> Adult Health Nursing I	(6)
<b>PSYCH 230</b> Human Development			(4)	<b>N344</b> Maternal Newborn Nursing	(6)
				<b>N346</b> Nursing of Children and Families	(6)
				<b>N370</b> Public and Community Health Nursing	(6)
				<b>N372</b> Adult Health Nursing II	(6)
				<b>N374</b> Contemporary Professional Nursing	(3)
				<b>N375</b> Transition to Prof. Nursing Practice	(6)
				<b>TOTAL</b>	<b>60</b>
				<b>SECOND ENROLLMENT INFORMATION</b>	
				Overall GPA > 3.0	
				Cognate GPA > 2.67	

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

\*\* Second Degree students must petition to take **N220**, **N222**, **N223**, **N224** and **N225** concurrently. Petitions are granted on a space available basis only.

**SECOND DEGREE STUDENT  
SAMPLE PLAN OF STUDY**

<b>IF ENTERING PROGRAM IN FALL SEMESTER: FALL (8 CREDITS)*</b>		<b>IF ENTERING PROGRAM IN FALL SEMESTER: SPRING (8 CREDITS)*</b>	
<b>NURS 220</b> Foundations of Therapeutic Interventions	3	<b>NURS 220</b> Foundations of Therapeutic Interventions	3
<b>NURS 222</b> Professional Nursing I	3	<b>NURS 222</b> Professional Nursing I	3
<b>NURS 225</b> Writing in Discipline/Nursing	2	<b>NURS 225</b> Writing in Discipline/Nursing	2
<b>SPRING (7 CREDITS)</b>		<b>FALL (7 CREDITS)</b>	
<b>NURS 223</b> Fund. of Nursing Practice	4	<b>NURS 223</b> Fund. of Nursing Practice	4
<b>NURS 224</b> Health Assessment	3	<b>NURS 224</b> Health Assessment	3
<b>FALL (12 CREDITS)</b>		<b>SPRING (12 CREDITS)</b>	
<b>NURS 340</b> Psychiatric/Mental Health Nursing	6	<b>NURS 340</b> Psychiatric/Mental Health Nursing	6
<b>NURS 344</b> Maternal Newborn Nursing	6	<b>NURS 344</b> Maternal Newborn Nursing	6
<b>SPRING (12 CREDITS)</b>		<b>FALL (12 CREDITS)</b>	
<b>NURS 342</b> Adult Health Nursing I	6	<b>NURS 342</b> Adult Health Nursing I	6
<b>NURS 346</b> Nursing Children & Families	6	<b>NURS 346</b> Nursing Children & Families	6
<b>FALL (9 CREDITS)</b>		<b>SPRING (9 CREDITS)</b>	
<b>NURS 372</b> Adult Health Nursing II	6	<b>NURS 372</b> Adult Health Nursing II	3
<b>NURS 374</b> Contemporary Professional Nursing	3	<b>NURS 374</b> Contemporary Professional Nursing	6
<b>SPRING (12 CREDITS)</b>		<b>FALL (12 CREDITS)</b>	
<b>NURS 370</b> Public/Community Health Nursing	6	<b>NURS 370</b> Public/Community Health Nursing	6
<b>NURS 375</b> Transition to Professional Nursing Practice	6	<b>NURS 375</b> Transition to Professional Nursing Practice	6

**TOTAL CREDITS: 60**

- \* Second Degree students if they have completed BIOL 335 & BIOL 348, may petition to take **N220**, **N222**, **N223**, **N224** and **N225** concurrently in 1 semester which is on a space available basis only.

## 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 Nursing 225: Introduction to Writing and Research in Nursing. The RN students then concentrate on, Nursing 316: Physical Assessment, Nursing 370: Public and Community Health Nursing and Nursing 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.

**COLLEGE-WIDE REQUIREMENTS These requirements may be met through various options**

College Mathematics Requirement \_\_\_\_\_ ( )  
 Second Language Requirement \_\_\_\_\_ (4 – 8 credits)

**CORE COURSES**

First Year Writing (FYW)/Writing 100 \_\_\_\_\_ (4 credits)  
 Connections (C) \_\_\_\_\_ (4 credits)

**DISTRIBUTION REQUIREMENTS**

Social and Behavioral Sciences (SB) \_\_\_\_\_ (4 credits)  
 Arts-Visual & Performing (A) \_\_\_\_\_ (4 credits)  
 Natural Sciences (NS) \_\_\_\_\_ (4 credits)

**DISTRIBUTION REQUIREMENTS (continued)**

Mathematics(M) \_\_\_\_\_ (4 credits)  
 Advanced Quantitative/Scientific Reasoning(AQSR) \_\_\_\_\_ (4 credits)  
 History (H) \_\_\_\_\_ (4 credits)  
 Literature (L) \_\_\_\_\_ (4 credits)

**NURSING REQUIREMENTS \*Must complete N207 and N225 before taking N316, N370 or N376**

\*N207 – Baccalaureate Education for Nursing \_\_\_\_\_ (4 credits)  
 \*N225 Introduction to Writing and Research in Nursing \_\_\_\_\_ (2 credits)  
 N316 – Physical Assessment \_\_\_\_\_ (4 credits)  
 N370 – Public and Community Health Nursing \_\_\_\_\_ (6 credits)  
 N376 – Contemporary Nursing Practice: Issues and Challenges \_\_\_\_\_ (6 credits)

**Electives** # varies

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

CLEP AND OTHER PROFICIENCY EXAMS ARE NOT INCLUDED IN THE 45 CREDIT REQUIREMENT.

Minimum Credits needed for graduation – 120

Transfer Nursing Elective Credits – 37

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

**RHODE ISLAND COLLEGE – SCHOOL OF NURSING  
ADVISEMENT FORM - RN-BSN Second Bachelor’s Degree Students**

**This plan of study is for a registered nurse who has earned an associate degree in nursing and a bachelor’s degree in another discipline.**

**Degree Requirement Checklist**

Elective	_____ (4 credits)	<b>NURSING REQUIREMENTS *Must complete N207 and N225 before taking N316, N370 or N376</b>	
Elective	_____ ( 4 credits)	*N207 – Baccalaureate Education for Nursing	_____ (4 credits)
		*N225 Introduction to Writing and Research in Nursing	_____ (2 credits)
		N316 – Physical Assessment	_____ (4 credits)
		N370 – Public and Community Health Nursing	_____ (6 credits)
		N376 – Contemporary Nursing Practice: Issues and Challenges	_____ (6 credits)

**30 CREDITS MUST BE EARNED AT RHODE ISLAND COLLEGE FOR GRADUATION. Candidates for the degree will take 22 nursing credits and 8 elective credits.**

**CLEP AND OTHER PROFICIENCY EXAMS ARE NOT INCLUDED IN THE 30 CREDIT REQUIREMENT.**

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

\*Must complete N207 and N225 before taking N316, N370 or N376

**Advisement**

Faculty in the School of Nursing serve as advisors to students in nursing as well as the Academic Advising department. Students are assigned an advisor when they declare an intent to major in nursing. Advisor assignments are available to the student in their MyRIC Online account. If you are not assigned an individual advisor, you will be assigned to the Nursing Department for advising.

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. Starfish is



another option to contact faculty if the faculty is utilizing the platform. For those students assigned to the Nursing Department, there will be an email from the department to sign up for advising during the semester.

The advisor and student plan a program of study before course work begins each semester. The program of study outlines the sequence of courses to be taken. Students are encouraged to make additional appointments to discuss matters of concern.

## **Policies**

### **Admission - Basic Baccalaureate Program**

#### **Application to the School of Nursing**

Admission to the School of Nursing is highly competitive. The applicant's academic performance, indicating potential for success as a nurse, is reviewed and considered carefully in the admissions process. The criteria listed below are minimum admission requirements and do not guarantee admission to the nursing program. Students admitted to the College as freshmen are given preference. Transfer and second-degree candidates are welcome to apply for a limited number of spaces.

#### **Admission Requirements for All General Declared Nursing Majors**

1. Completion of Enrollment Form signed by the faculty or academic advisor and submitted to the School of Nursing by October 15 or April 15 of the preceding semester. Transcripts of college courses taken at RIC and elsewhere must be included with the enrollment form. The overall GPA of all transcripts must be a minimum of 3.0. Students may apply to the nursing program no more than three times.
2. Completion of the College Mathematics and Writing Requirements.
3. A minimum cumulative grade point average of 3.00 on a 4.00 scale.
4. Completion of BIOL 231, CHEM 106, and PSYC 230, with a minimum grade of C; and a minimum overall grade point average of 2.67 (B-) in these courses.

#### **Admission Decisions**

Accepted: Students receive written notification of acceptance by regular mail and/or email and in turn accepted students must provide written confirmation of enrollment.

Not Accommodated: Students who meet minimum requirements for admission but who cannot be accommodated will need to submit a new application for enrollment in a subsequent semester. Students who are not accommodated may reapply two additional times.

### **Admission - RN to BSN**

Registered Nurse students who wish to apply to the nursing program must submit a completed *Application for Enrollment Form* by November 15<sup>th</sup> to be admitted to the RN to BSN Program for the Spring semester and/or by April 15<sup>th</sup> 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 and Nursing 225 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 as an Intended Nursing major must meet the program admission requirements and must file an application for enrollment to the School of Nursing. Any student transferring from another baccalaureate nursing program is required to forward a letter regarding status upon exiting the program of recommendation from the head of the previous program. This letter must indicate that the student left the program in good standing.

Transfer students who have taken courses in nursing at another BSN program who desire to receive credit for nursing courses taken will only be allowed to obtain credit for the beginning level nursing courses – NURS 220, NURS 222, NURS 223, NURS 224, & NURS 225. The student must have been in good standing at the prior institution and must first be admitted to the nursing program before any consideration for nursing course credit will occur. Once admitted to the nursing program, the student will provide a syllabus for any nursing course requesting credit and have earned a B or better in the course. A transcript from the prior institution will be needed as proof of grades earned. A designated faculty will review the syllabus to determine if the course is equivalent to the requested course for credit. Depending on the syllabus review, the student's plan of study will be adjusted to reflect any beginning level nursing course(s) accepted for credit in the nursing program. This policy is only for students who have transferred to RIC from other nursing programs. Students once admitted to RIC SON are not allowed to take nursing courses elsewhere and receive credit for them at RIC unless, nursing courses are pre-approved for a RIC sponsored Study Abroad 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. At the time of admission, students receive information regarding the process to follow to initiate a background check. Additional checks may be required during the program.

## **Retention**

Criteria for retention in the basic baccalaureate nursing program are:

1. All cognates must be completed before junior (intermediate) year.
2. A "C" grade or better in each nursing course. Only one nursing course may be repeated.
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 evaluation form in order to pass the course.

If a student's performance in clinical is considered to be unsatisfactory at any time during clinical, the student will be notified with a Student Performance Improvement Plan (SPIP).

If a student withdraws from or fails a nursing course for the first time, the student must request via email to the undergraduate nursing department chair that the student be placed in the course for the

following semester. The student will be placed in the course after all other students have enrolled for the particular semester on a space available basis. It is highly recommended that students do not repeat a course in the summer due to the intensity and pace of summer courses.

The faculty reserves the right to recommend 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 the decision by completing a petition to the Student Outcomes Committee. Petitions are available in the Nursing Office. For further information or clarification of the process of appeal/grievance, use the following link for the College complaint resolution policy: <https://www.ric.edu/documents/academic-policies-and-procedures>

## Petitions

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

1. Requests to take all 5 beginning level nursing courses (second degree candidates) – Admissions Committee
2. Waiver of a retention policy or course prerequisite (basic baccalaureate program) – Student Outcomes Committee
3. Academically dismissed and seek reinstatement - Student Outcomes Committee
4. Waiver of prerequisite of Nursing 370 prior to Nursing 376 – RN Committee
5. Other – please specify

### *Procedure:*

Petition for waiver of a School of Nursing policy that is affecting an individual student.

1. The student brings the concern to the attention of their advisor within 10 business days of becoming aware of the situation.
2. The student completes the Petition Form which can be found on the School of Nursing website. Note – Must clearly describe the request that is being made, the decision asking to be considered and all relevant details of the circumstances surrounding the situation.
3. The form must be signed by the Advisor, or in the absence of the Advisor, the BSN Program Director.
4. The completed form along with any supporting documents is submitted to the relevant committee via email to [SONStudentoutcomes@ric.edu](mailto:SONStudentoutcomes@ric.edu) or [Nursingadmissions@ric.edu](mailto:Nursingadmissions@ric.edu) or the RN Committee Chair within five (5) business days of having met with the advisor.
5. The relevant committee will consider the petition at its next scheduled meeting (meeting days and times are available via the School of Nursing office.)
6. Within five (5) business days following the committee's meeting, the committee's decision is forwarded to the student and their advisor.
7. If the student is not satisfied with the resolution, the student has the option to appeal the decision to the Undergraduate Dept. Chair within 10 business days. If the student is not satisfied with the decision, the student has the option to appeal to the Dean of the School of Nursing within 10 business days.
8. If not resolved at the Dean's level, the student may appeal to the Vice President of Academic Affairs (VPAA)/Provost, following the same procedure. If not resolved at the VPAA level, the student may appeal to the President.
9. The above process is to be utilized only when the student is appealing a policy of the School of Nursing.
10. If a student is appealing a decision made by an individual faculty member (grade dispute) or if the student has an issue with a College Policy (e.g., disagreement regarding dismissal/probation), the Academic Grievance Procedure should be utilized. Information about the Academic Grievance procedure for the college is available in the Rhode Island College Manual of Academic Policies and

Procedures at the following link: <https://www.ric.edu/documents/academic-policies-and-procedures-p.54-57>.

### **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. Students should submit a letter to the Undergraduate Department Chairperson indicating their plans for future study in the program.
2. The Dean in consultation with faculty of the School of Nursing reserves the right to withdraw or dismiss from the nursing program 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 Undergraduate Department Chairperson. A student who interrupts his/her program for two semesters without notifying the Undergraduate Department Chairperson may be eligible to register for course(s) needed to complete the program on a space available basis.

Undergraduate degree candidates who have withdrawn from Rhode Island College must meet the College requirements for readmission (see current College catalog on Rhode Island College home page). If the student interrupts his/her nursing program for three semesters or longer, the student must apply for readmission to the nursing program and must meet current admission requirements. Students may be required to pass one or more examinations to establish that their nursing knowledge base remains consistent with current theory and practice.

### **Progressive Standardized Testing**

The School of Nursing contracts with Elsevier (HESI) 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. Students receive learning resources, including case studies, clinical video skills, adaptive question formats, practice ("non-proctored") tests, and standardized ("proctored tests") in specific nursing content areas. The HESI tests are offered in a computerized format. 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 tests on a home computer or on the computers in the Library. Our goal is for all students to achieve an acceptable percentile on each specialty test. Students whose scores fall below this percentile are expected to participate in individually designed remedial efforts. Directions for logging on to and utilizing the HESI website are provided upon entry into the program and at the beginning of each course.

The HESI system requires that students be able to use the computers on campus or personal laptops at home. 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. All HESI standardized proctored exams require live (in person with faculty) proctoring. Video (camera) proctoring will be utilized if available for use (if live proctoring is not allowed on campus).

All students will take a HESI Specialty exam in the following courses: N223, N340, N344, N346, N372, N374. All students will take the HESI Comprehensive Exit Exam in N375.

Prior to proctored HESI Specialty exams, all students must complete the Practice Exam for each course. Failure to complete the Practice Exam may potentially affect success on the proctored HESI exam.

Students must score at or above the 850 benchmark on all proctored HESI exams administered in each of the above courses.

\*All students who do not achieve the benchmark of 850 on all HESI exams will be required to complete a retake of the exam. The retake for HESI Specialty exams will be scheduled on a date approximately two weeks after the first attempt (1st week of January). The HESI Exit exam retake will be scheduled on a date six weeks after the first attempt (January 11th). Additionally, students who do not achieve an 850 on their first attempt in N375, will be required to attend the 3 day HESI Live Review (funded by the SON and will be via Zoom) during the first week of January 2022 (3<sup>rd</sup>-5<sup>th</sup>).

\*Failure to achieve a HESI score of 850 or above on the retake HESI Exit exam will not result in a course failure but 20 points will be earned instead of 0 points as outlined on the Fall 2021 N375 syllabus under Methods of Evaluation & Standardized Exam Requirements.

\*Failure to achieve a HESI score of 850 or above on the retake HESI Specialty exams will not result in a course failure but will be worth 5% of the theory component of the course grade. Students achieving 850 or higher either on the first attempt or the retake will receive a full 5% (grade of 100) as an exam grade (toward the theory grade) and those who receive anything less than 850 on the retake will receive 0% as an exam grade (toward the theory grade).

\*This content is for the Fall 2021 semester.

Students may receive an incomplete until remediation and HESI exam retake has been completed. Prior to the proctored HESI exam all students must complete the Practice Exam. Failure to complete the Practice Exam may potentially affect success on the proctored HESI exam.

Nursing students are billed a fee of approximately \$175/semester by the college for HESI exam and review package.

## **Students with Disabilities**

Rhode Island College is required by law to ensure that students with documented disabilities are provided with the reasonable accommodations necessary to effectively address their individual educational needs. Students seeking course accommodations for a disability must first register with the Disability Services Center (DSC) at 401-456-2776, [dsc@ric.edu](mailto:dsc@ric.edu). For more information, visit the Disability Services Center's website at <https://www.ric.edu/departments-directory/disability-services-center>.

Note: ("Students seeking **Testing, and/or Classroom** accommodations should request accommodations as soon as possible *after enrolling in classes for the upcoming semester or at least within the first two weeks of the semester.*")

To receive academic accommodations at the college for any nursing class please meet with your professor at the beginning of the semester to submit the appropriate forms.

Permanent disabilities should be documented with the DSC. Accommodations that may be appropriate will depend on individual circumstances. Temporary conditions such as infectious disease, broken bones, or medical conditions related to standard pregnancy are not recognized by the ADA as eligible for ADA protection or disability-related accommodations per federal disability law such as the Americans with Disabilities Act of 1990, amended in 2008. Some medical conditions that occur during pregnancy may qualify for reasonable accommodations under the ADA. Disability status will be verified and evaluation will be made whether a requested accommodation is reasonable. An accommodation is not considered reasonable if it poses a direct threat to the health or safety of the student or others, if making the accommodation requires a substantial modification in an essential element of the curriculum, if it lowers academic standards, or poses an undue administrative or financial burden. Essential clinical skills must be demonstrated, with or without an accommodation, and the use of an intermediary will normally not be considered a reasonable accommodation. The Math Calculation Competency specifically in NURS 223, NURS 340, NURS 342, NURS 344, NURS 346, & NURS 372 including the ability to make calculations

within a specified period of time, are considered essential clinical skills and, for that reason, extended testing times are not considered to be a reasonable accommodation for such testing.

### Grading System

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
0.67	D-	60-62
.00	F	0-59

### Rounding Policy

A student must achieve a minimal final course grade of 74 for successful completion of every nursing course. Each individual examination score is reported to the hundredth place, e.g. 92.76 and not rounded up. Only the final course grade will be rounded up. A final course grade of X.50 will be rounded to the next highest whole number (example 72.50 = 73). A final course grade of X.49 would not round up (example 72.49 = 72).

### Grade Appeal

Grading student work is one of the central responsibilities of faculty members, and they take this responsibility very seriously. Grading is the exclusive responsibility of each faculty member. Therefore, absent a calculation error or other mistake by the professor which the professor determines justifies submission of a grade change, grades are final. There are no grounds for appeal of a grade by a student except upon evidence of misconduct on the part of the faculty member such as: i) assignment of a grade on some basis other than the faculty member's assessment of the student's performance in the course; ii) assignment of a grade by arbitrary or capricious application of standards different than those applied to other students in the course; or iii) assignment of a grade under standards that are a substantial and unreasonable departure from the instructor's initially articulated standards.

### Registration

General registration procedures are described in the *Bulletin of Rhode Island College*. Students will be registered by the undergraduate nursing department chair for N220, N222 and N225 after being accepted into the program. Nursing majors may register online for the required nursing courses of N223, N224, N372 & N374 during the regular registration period, but **not** immediately prior to the beginning of classes during late registration. The undergraduate nursing department chair will register students for N340, N342, N344, N346 & N370 after the registration forms sent to nursing students prior to registration, are returned to the chair. RN students must be accepted into the RN to BSN program in order to register for N316, N370 and N376. Students must bring a current RIC transcript showing evidence of completing prerequisites to the first class of each required nursing course.

N375 must be the last nursing course taken. Students will be placed in N375 clinical based on site and space availability and the need to balance varying numbers of students in limited clinical placements/partners. Where possible, students' preference may be taken into consideration. The priority is that students receive required clinical hours and experiences that support meeting course competencies and successful course completion. Please note the majority of placements are adult health focused. Once clinical sites for students are selected, the undergraduate nursing department chair will register students.

## Summer Courses

Selected required nursing courses may be offered during summer sessions. Summer Courses are not guaranteed. The courses that may be 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 a HESI score), she/he is not eligible to take specific summer nursing courses. Students who fail a nursing course are discouraged from repeating any courses in the summer.

## Classroom Learning Environment

The classroom setting is the location where much learning occurs. The classroom environment may be a factor that influences learning. In consideration of one's individual learning as well as that of other students are requested to mute computers, phones during lecture, seminar and laboratory sessions. Texting or using social media during class sessions is not appropriate. When we are in a remote classroom setting (due to Covid or other situations), it is preferred to have videos on during class, or minimally, a profile picture is requested to help create a classroom environment and allow faculty to associate students' names with faces when videos are off. Unmute computers to ask or respond to questions during class.

Out of respect for the privacy of the individual members of the class as well as the faculty, videotaping of lectures, practice sessions or demonstrations is not permitted. Audio taping may be allowed with specific permission from the instructor.

Children are not allowed be present in the classroom or clinical areas. Please be aware of lecture/class/simulation content during remote classroom use that may not be suitable for children.

## Health & Wellness Policies

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

- |  |  |
|--|--|
| <input type="checkbox"/>   | 1. An <b>Admission Physical Exam</b>   |
| <input type="checkbox"/>   | 2. <b>One</b> dose of <b>Tetanus-Diphtheria-Pertussis (Tdap)</b>   |
| <input type="checkbox"/> <input type="checkbox"/>                          | 3. <b>Two MMRs</b> (Measles, Mumps, Rubella) <u>or</u> blood <b>titers</b> confirming immunity.  |
| <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | 4. <b>Three</b> doses of <b>Hepatitis B</b> vaccine. A <b>Hepatitis B Surface Antibody titer</b> to confirm sero-conversion is recommended 1 – 2 months after the final dose.  |
| <input type="checkbox"/> <input type="checkbox"/>                          | 7. Provider documented proof, including date or age, of <b>Chicken Pox</b> disease <u>or</u> a <b>Varicella titer</b> confirming immunity <u>or</u> <b>two doses of Varicella vaccine</b> .  |
| <input type="checkbox"/> <input type="checkbox"/>                          | 8. An initial <b>2-Step PPD**</b> tuberculin skin test or a QuantiFERON-TB Gold test <b>and yearly</b> PPD updates ( <u>or</u> <b>Chest X-Ray</b> if PPD positive and yearly TB Assessment, which is completed at Student Health Services). **2-Step PPD – two separate PPDs planted at least a week apart |

but not more than a year apart prior to entering Clinical Nursing courses. Revised 12/2018

- 9. Flu vaccine each fall semester.
- 10. COVID-19 vaccination required (1-2 doses based on manufacturer of vaccine)  
Surveillance COVID-19 testing required for those who have been approved for exemption of the COVID-19 vaccine. Students must be vaccinated once they enter the SON program unless they have a medical exemption. Students will not be allowed into clinical sites without the vaccine or a medical exemption.

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

\*Note: if a student is a RI resident the following immunizations/vaccines are free: varicella (chicken pox) vaccine, Tdap, Td, Hep B, MMR and flu (in the fall) regardless of age.

- 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.
- 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.
- Cost of vaccines (subject to change based on availability):
  1. Measles, Mumps, Rubella (MMR): 50.00
  2. Tetanus (Td) vaccine: \$20.00
  3. Tetanus with Pertussis (Tdap): \$36.00
  4. Hepatitis B (requires as series of 3): \$30.00 for each vaccine
- Plan to spend 15 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): \$34.00

(Add \$3.00 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.

Any questions, please call Health Services at (401) 456-8055.

## Work-Life Balance

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.



## **Tobacco/Smoking/Vaping Policy**

The Rhode Island College School of Nursing is dedicated to maintaining a healthy work and learning environment. While the College already prohibits smoking/vaping inside its buildings and facilities, the SON policy prohibits smoking, vaping or use of tobacco products by students while in uniform\* or at any time when representing the School of Nursing.

\*See Student Dress Code Policy

## **Substance Use 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 clinical 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 SPIP 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 session, the student is removed from the area and relieved of further nursing responsibilities for the day. A written Student Performance Improvement Plan (SPIP) is issued, a make-up assignment may be given, and the student is instructed to arrange for transportation home.
2. A non-exposure incident report is prepared by the involved faculty member and is submitted to the appropriate Specialty Coordinator and Program Director. The appropriate Program Director 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, and the appropriate Program Director. 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 appropriate Program Director. 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.
7. 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.

## **Prevention of and/exposure to HIV, HBV, HCV, and other 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 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 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). <https://www.cdc.gov/hiv/pdf/risk/prep/cdc-hiv-prep-guidelines-2017.pdf>
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.
9. 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.
10. Human Tissues and Other Body Fluids
  - a. Standard precautions apply to human tissues and the following fluids: cerebrospinal, peritoneal, synovial, pleural, pericardial, and amniotic fluids.
  - b. 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, leak-proof 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, HCV or other infectious diseases 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 immune 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. Simulation Center/Nursing Resource laboratory

Students exposed to blood or other body fluids in the Nursing Resource Laboratory will follow the following procedures.

In the event of an exposure, the supervising faculty/staff member will initiate the process by reporting the incident to the Dean of Nursing, Director of College Health Services, 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 Exposure Incident Report (Appendix I) 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 I) 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/rr5409a1.htm>

**RHODE ISLAND COLLEGE – SCHOOL OF NURSING**  
**EXPOSURE 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 (July 3, 2014)

**SIGNATURES:**

\_\_\_\_\_  
(Student) (Date)

\_\_\_\_\_  
(Faculty) (Date)

**PERSONAL PROTECTIVE EQUIPMENT**

Personal protective equipment (PPE) includes isolation gowns, gloves, face shields, goggles, facemasks, and other equipment to protect student nurses from injury, infection, or illness. When used properly, PPE acts as a barrier to block transmission of infectious materials from blood, body fluids, or respiratory secretions to your skin, mouth, nose, and eyes. PPE may also protect high-risk patients from exposure to potentially infectious material. Together with hand washing, use of alcohol-based hand sanitizers, and covering coughs and sneezes, PPE minimizes the spread of infection from one person to another <https://www.nursingworld.org/practice-policy/project-firstline/on-the-go-resource/ppe/>. Students will need to be fit-tested for N-95 masks annually.

# Clinical Policies

## CARDIOPULMONARY RESUSCITATION (CPR) CERTIFICATION

Students need to present proof of Cardiopulmonary Resuscitation Certification (CPR). CPR Courses are regularly offered on campus by Ocean State Educational Seminars, Inc. (651-5777). Courses are also offered by the American Heart Association (228-2320 or [cpr.heart.org](http://cpr.heart.org)). The certification that students need is American Heart Association "Basic Life Support Provider".

**Students must present evidence of CPR certification at the start of the first clinical course (N223) and every clinical course thereafter.**

## BCI

All incoming students must have a Background Criminal Identification (BCI) done through Castle Branch <https://discover.castlebranch.com/>. The portal link below will give students access to completing this process. [portal.castlebranch.com/RH11](https://portal.castlebranch.com/RH11). The BCI must be verified by the School of Nursing office prior to the first day of class. Additional requests for background checks may be required by specific clinical sites.

## Clinical Attendance

Punctual attendance is required at all scheduled clinical experiences (including simulation) as defined in the course syllabi and/or course schedule. Failure to be prompt or leaving early from scheduled clinical experiences or being absent, may result in course failure and dismissal from the program. Attendance and active participation at clinical experiences as assigned is essential to meeting course and program objectives and critical behaviors.

Students missing clinical or anticipating tardiness for whatever reason are expected to notify the faculty member prior to the clinical start time via a phone call to the clinical faculty or as instructed by the clinical faculty. Students missing clinical may also be required to contact the clinical site based on the course syllabus.

Clinical tardiness is defined as arriving later than five (5) minutes after the designated start time for any clinical experience. The third tardy occurrence will result in a failure of the clinical aspect of the course, resulting in the course failure.

A student arriving to a lab/simulation session later than five (5) minutes after the designated start time (per course schedule) will receive a clinical absence.\* At the faculty's discretion, the student may remain in lab/simulation to benefit from the experience.

Greater than two (2) clinical absences from a clinical nursing course in a semester will constitute an automatic clinical failure, resulting in a course failure.\* In the event an instructor must dismiss a student from a clinical experience for any reason, the occurrence will be counted as a clinical absence for the day.\*

A student not calling and/or not coming to any clinical experience as scheduled and does not notify their clinical faculty by the end of the scheduled clinical shift will be a "No Call", "No Show". A "No Call", "No Show" is considered an unexcused absence, and a student with two (2) or more unexcused absences throughout the program will be dismissed from the program and will not be eligible for readmission to the SON.

The first 2 clinical absences will incur alternative clinical assignments assigned by the clinical faculty who will direct the student as to the assignment completion date. Faculty at their discretion may assign a virtual clinical experience which may count as participation in the clinical experience and not an absence for 1 clinical day.

All clinical absences and tardiness will be documented on the clinical evaluation and the student should be issued a Student Performance Improvement Plan (SPIP) for each occurrence.

\*In any of these situations, unforeseen or extenuating circumstances will be reviewed by the clinical faculty and the BSN Program Director on an individual basis.

## **Clinical Placements**

Clinical 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 clinical 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, but not limited to pregnancy, viral infections, allergies, immune-suppression, surgical wounds, or mobility issues that potentially places them and/or patients 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 start of the semester, or as soon thereafter as the students become aware of the condition. Students who are unable to work due to medical conditions are not allowed to participate in clinical activities until they have received medical clearance.

## **Student Dress Code**

Students in all clinical settings must wear a Rhode Island College name pin. Students must also wear the hospital issued identification badge while in the clinical area, including when they are obtaining clinical assignments. Pictures on badges should not be defaced or obstructed. Lanyards may not be used for identification badges.

## **Attire Standards**

1. Clothing must be clean and neatly pressed. Skin of midriff, chest cleavage, and underclothing must not be exposed or revealed.
2. Denim "blue jean" type attire (i.e. pants, skirts, dresses) is unacceptable.
3. Professional footwear should be safe, clean, polished, in good condition, and provide protection from hazards such as heavy objects, chemicals, and/or bodily fluids.
4. Sneakers are not acceptable for professional attire.
5. Shoes must be either black or white.
6. Students will wear maroon scrubs embroidered with "Rhode Island College School of Nursing".
7. White lab coats will have a Rhode Island College School of Nursing patch sewn on the left sleeve 2 inches below the shoulder. (available at Alexander's Uniforms)
8. Attire for specialty clinical sites will be according to agency policy and will be reviewed at the start of the clinical experience by the clinical faculty.

## **Attire for Non-Clinical days**

- Attire must follow all standards of professionalism as previously noted.
- White lab coats must be worn over either maroon scrubs or professional attire, particularly in acute care clinical areas including days when students may pick up assignments.

## **Grooming Standards**



- Student attire will be neat and clean at all times.
- Students must be physically clean and free of pervasive body odor, as well as pet, smoke, chemical and other odors offensive to patients and professional colleagues. Faculty members reserve the right to dismiss a student from the clinical area, if in their judgment, the student does not present a professional image.
- Students must avoid use of perfumes, fragrant soap, body lotion or powders since they may create an allergic or offensive reaction by patients or colleagues.
- Fingernails are to be neat, clean, and trimmed to the tip of the finger. 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.
- Hair should be clean, neat well-groomed and should not represent extremes in color or fashion. Female and male students with long hair will wear their hair pulled back so that it does not fall on the collar, does not impinge on the student's own safety, ability to perform his/her job, or infection control.
- Facial hair should be well groomed, neat and trimmed, beards trimmed to jaw line and mustache trimmed to the lip line.

### Adornment Standards

- Artificial fingernail enhancements of any type are not to be worn by students who have direct (physical) contact with patients.
- Tattoos, particularly those that cover a large portion of the arm or leg must be covered. Pierced ears, limited to one stud type earring per ear, and small nose studs are permissible. Other visible body piercings, including tongue, are not acceptable and must be removed, covered or replaced with a neutral tone space/retainer when in the clinical setting.
- Head attire is not permissible except for specific religious practices.

Nursing students are prohibited from smoking/vaping or using tobacco while in uniform or when representing the School of Nursing

### Transporting Patients

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

### Incident Reports in Clinical Settings

If an incident report is indicated in a clinical setting, it will be completed according to agency policy and a report will be submitted to the Department 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.

### Student Performance Improvement Plan (SPIP)

If at any time a student's performance in clinical is considered to be unsatisfactory, the student will be notified with a written Student Performance Improvement Plan (SPIP) from the clinical instructor. Once signed by the student (students must sign regardless of agreement), a copy is given to the student and submitted to the Nursing office for distribution to the appropriate Program Director and the student's advisor. A copy is placed in the student's file.

### Student 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 clinical, the student should contact the individual instructor prior to the scheduled meeting time. Make-ups for missed clinical assignments are arranged with individual instructors. For some clinical 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. See Clinical Attendance policy also p.27.

### **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.

### **Social Media Policy**

HIPAA-Compliant use of Mobile Devices, Social Media and the Internet

The purpose of this policy is to maintain the protection of sensitive and confidential information related to the School of Nursing and to uphold the professional reputation of the School of Nursing and Rhode Island College.

This policy applies to the use of mobile devices, social media and internet communications related to confidential information about the School of Nursing (including the faculty, staff, students, classroom and clinical activities), patients, and (SON) clinical affiliates.

SON students, faculty and staff must always protect individuals' rights to privacy and confidentiality, and communicate sensitive and confidential information in accordance with the *Health Insurance Portability and Accountability Act* (HIPAA) and the Family Educational Rights and Privacy Act (FERPA).

Social media are web-based or mobile technologies used for interactive communication. RICSON encourages responsible use of mobile devices to access electronic information that can be helpful in forming plans of care for patients and for professional communication. Examples of social media include, but are not limited to, collaborative projects (e.g. Google Drive), blogs and microblogs (e.g. Twitter), content communities (e.g. YouTube), social networking sites (Facebook), virtual game worlds, and virtual social worlds (e.g. Second Life).

Members of the SON community are expected to observe the American Nurses Association's *Principles for Social Networking* (American Nurses Association, 2011 *Navigating the World of Social Media*)

#### *ANA's Principles for Social Networking*

1. Nurses must not transmit or place online individually identifiable patient information.
2. Nurses must observe ethically prescribed professional patient — nurse boundaries.
3. Nurses should understand that patients, colleagues, institutions, and employers may view postings.
4. Nurses should take advantage of privacy settings and seek to separate personal and professional information online.
5. Should bring content that could harm a patient's privacy, rights, or welfare to the attention of appropriate authorities.

*6. Nurses should participate in developing institutional policies governing online conduct.*

The policy requires that all:

- Be aware of the necessity of maintaining professional boundaries while using electronic media.
- Follow HIPAA guidelines at all times. Identifiable information concerning patients/clinical activities must not be posted in any online forum.
- Protect confidential, sensitive and proprietary information. Do not share or post any information related to nurse-patient contact or about the SON.
- Do not post comments on social media sites about patients, clinical facilities, employees of facilities, faculty or other students as these posts violate the individual's right to privacy and may incur liability - even if the posts do not specifically identify individuals.
- Do not use mobile devices to take photos of patients or patient information.
- Use PDAs and other devices only as authorized by faculty and clinical affiliates.
- Have a responsibility to report any breach of confidentiality or privacy to a School of Nursing administrator or faculty member.

**Consequences**

Violations of patient privacy will be subject to HIPAA and FERPA procedures/guidelines and consequences.

Students who share confidential or unprofessional communication may be subject to disciplinary action, up to and including dismissal from the program. (Approved May 7, 2014)

**Compliance Requirements**

Prior to beginning clinical agency affiliations, all students need to complete the online Orientation Modules and the facility specific information through the Centralized Clinical Placement (CCP). Sophomore level students are informed of the process for completing the modules in N223 prior to the beginning of their first off-campus clinical affiliation. Information regarding the process used to access the modules is updated every semester and emailed to all other students prior to the beginning of each semester.

All students complete the following online orientation modules:

**Module 1 - Basics of Student Placement**

- Student Role & Responsibility
- Patient Rights
- Patient Confidentiality & HIPAA Education
- Detecting and Reporting Abuse
- Workplace Violence
- Safe Patient Handling

**Module 2 - Nurse Core Competencies**

- Competency Overview
- Patient Centered Care; Providing Population Care
- Safety; National Patient Safety Goals
- Alarm Fatigue
- Communication & Documentation
- Quality Improvement
- Adding Informatics and Technology

**Module 3 - Infection Control & Prevention**

- OSHA Bloodborne Pathogens Standard

- Human Immunodeficiency Virus
- Hepatitis
- Tuberculosis
- Healthcare-Associated Infections
- Blood &/or Body Fluid Exposure Accidents
- Personal Protective Equipment
- Hand Hygiene

#### Module 4 - Environment of Care

- Fire & safety
- Electrical Safety
- Medical Waste
- Emergency Codes
- Emergency Preparedness
- Hazardous Communication
- Latex Allergy
- Needlestick or Sharp Injuries

Students affiliating at select agencies also complete the Facility Specific Course/Modules at that time, depending upon the courses and sections for which they are registered. The Common Orientation modules need to be completed once a year.

## **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, trust 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 upholding the ideals of honor and integrity by refusing to betray the trust bestowed upon every member of the Rhode Island College School of Nursing community. It is an expectation that everyone commits to academic integrity as it is the foundation of the academic community and applies to online and in-person delivery formats. Students who violate college rules on academic integrity are subject to disciplinary penalties, including the possibility of failure or removal from a course, disciplinary probation, and/or dismissal from the college.

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 clinical.
  - 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. Students are encouraged to sign up for text alerts through MyRIC Online. The link below offers more information on class cancellations. <https://www.ric.edu/department-directory/facilities-and-operations/grounds-maintenance/class-cancellation/college-closing>

## **Rhode Island College School of Nursing Simulation Program**

### **Accreditation**

The Rhode Island College School of Nursing's (RICSON) Simulation Program is accredited by the Society for Simulation in Healthcare (SSH) in the areas of Teaching and Education.

### **Location**

The RICSON Simulation Program laboratory spaces are located in the Fogarty Life Science Building, School of Nursing and at the Rhode Island Nursing Education Center (RINEC) at 350 Eddy Street at the South Street Landing in Providence.

### **Environment**

RIC campus and RINEC location have several high-fidelity manikins and other specialized skill supplies in use and each space is equipped with separate simulation, observation/video/audio and debriefing rooms.

## **Mission**

To prepare students for professional, safe, and equitable nursing practice through innovative, experiential learning in a simulation environment.

## **Vision**

To be a regionally recognized leader of simulation-based learning, research, information and technology to improve healthcare and outcomes.

## **Experiential Learning using Simulation**

Nursing is a profession of practitioners. Nursing faculty are committed to preparing students to practice the art and science of professional nursing. The RICSON Simulation Program plays a vital role in enhancing students' preparedness to practice through a multi-experiential approach that combines simulation educator-directed and independent learning in a simulated setting. Students experience active learning in a safe environment, the rationale for nursing actions, and correctly and safely practice many of the cognitive and psychomotor skills needed to work with patients and clients to promote, maintain and restore health. Faculty resources include simulation design assistance, multimedia access to on-line presentations, videos, models, and computers which contribute to faculty development and enhance quality outcomes using simulation pedagogy.

## **Simulation Guidelines for Students**

### **What is simulation?**

Simulation is a method of learning that provides the learner an opportunity to practice how to intervene in a real-life patient encounter. Simulations may occur in the classroom with peers using a problem-based case study, in the dorm/home using a computer or web-based program, or in the simulation spaces using either a low-fidelity or a high-fidelity patient simulator. Simulations provide a safe environment where mistakes can be made without causing harm to a real patient. Simulation practice promotes clinical judgement.

### **How can you get the most out of simulation?**

- Enter into the spirit of the story act as if the patient/problem were real.
- Keep simulation details confidential- don't disclose simulation experiences. This will reinforce the importance of adhering to HIPAA and is an extension of the academic honesty policy.

### **What does simulation do for me?**

- Provides clinical experiences that you might not have
- Decreases clinical performance anxiety

- Develops increased confidence
- Turns mistakes into an opportunity for learning
- Provides opportunities to experience challenging situations in a safe environment.
- Promotes development of professional clinical judgement

The SimMan 3G™, ALS™, and SimPad™ Simulators are designed to:

- Enhance training realism, or true “simulation” in teams
- Mimic real-life patient care in a controlled and safe environment
- Facilitate learning how to behave in a real-life emergency

The patient/simulator features, controlled by your instructor, allow you to assess and reassess patient vital signs, manifestations and feedback of your patient such as:

- speaking voice/response
- tears, sweat, drool, nasal and/or ear drainage, cyanosis, and tremors (SimMan3G™ only)
- spontaneous breathing/variable respiratory rate/visible chest rise and fall (SimMan3G™, ALS™, Sim Mom™, Sim Junior™, Laerdal© Baby Sim™ and SimPad™)
- independent right and left lung sounds
- bowel sounds
- heart sounds synchronized with ECG
- blood pressure that can be take automatically, palpated and/or auscultated
- automatic pulses (left brachial, bilateral radial, carotid, dorsalis pedis, posterior tibial and femoral) synchronized with ECG or compressions (SimMan3™, Sim Junior™, and Laerdal © Baby)

Other activities that can be performed on simulator

- external pacing/defibrillation/cardiac monitoring-3 lead ECG monitoring or via defibrillator paddles (SimMan3G™ only)
- insertion of urinary catheter
- injection of medications, evaluation of dose
- insertion of catheter in multi-venous IV arm (right only)



- regulating intravenous fluid administration

#### Partial Task Trainer Simulators

- Vascular access trainer arms (adult and pediatric)
- Arterial Arm Trainer
- SimScope<sup>®</sup> computerized stethoscope
- Surgical Models
- Pelvic Models
- Central Line Models
- Pelvic Models
- Urinary Insertion Models

#### **You may experience some degree of stress from the experience due to**

- practicing in an unfamiliar setting
- uncertainty of the experience itself
- application of recently learned skills (novice)
- possibility of patient/simulator suffering a negative outcome

#### **What is debriefing?**

Debriefing should occur immediately after the simulation. In debriefing, learners reflect on their experience, evaluate their performance and set goals for improvement. It is said that in debriefing, is where the real learning takes place.

#### Purpose of debrief

- A. Provide opportunity for valuable, timely feedback
- B. Provide opportunity for students to evaluate individual and team performance
- C. Provide opportunity for eye opening experience (deep learning) using video debrief
- D. Provide time for questions and answers
- E. Provide time for guidance and coaching

- F. Ensure that learning objectives have been met
- G. Ensure that simulation was a positive learning experience
- H. Handle emotional or psychological issues that arise

### **General Guidelines**

#### Manikin Etiquette

- Identify with 2 patient identifiers each time.
- Wash hands prior to touching the manikin.
- Wear gloves when working with the manikin.
- Ask for help if uncertain.
- Respectfully treat the manikin as if he/she were a real person.
- Do not do mouth-to-mouth respirations on the manikin.
- Do not use a felt tipped marker, ink pen, acetone, iodine, staining ink or newsprint on the manikins.
- Do not introduce any fluids into the torso area or left (BP) arm on the manikin. However, IV medications can be given in the right arm of the 3G manikin.
- Maintain clinical dress code when working with the manikin.

#### Simulation and Scenario Guidelines

- Treat the scenario as if it were a real patient interaction.
- Follow quality of life, confidentiality, national patient safety goals and infection control standards.
- Please ask if you need additional equipment. The equipment and monitoring needed for the scenario should be readily available.
- Actively participate in the simulation and provide support and encouragement for those around you.
- Perform as a team. Remember to communicate clearly with one another. Use ISSBAR (Identify Self, Situation, Background, Assessment, and Requests/recommendations) to report information to team members such as providers as needed for patient care.
- Watch and learn if you are asked to play the observer. Formalized observer roles result in vicarious learning as long as the observer learner has direction.

- Fully engage in role that you are given by faculty prior to the onset of scenario.
- Confidentiality is expected of all students. Remember the maxim, “What happens in the simulation stays in the simulation.”

Simulation practice and self-directed learning Please see [www.ric.edu/simlab](http://www.ric.edu/simlab) for a listing of OPEN LAB hours.

## Resources

### Scholarships

Information about Scholarships is available on the School of Nursing website.

### Work Study

The School of Nursing hires students who are eligible for work study. Students may work in the Simulation Center/Nursing Resource Lab. Students interested in this option should contact the SON Administrative Assistant 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.

### Communication via email

School of Nursing website: <https://www.ric.edu/department-directory/school-nursing>

The School of Nursing website presents detailed information for students about academic programs, faculty, scholarships, student organizations, 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 <https://www.ric.edu/department-directory/information-technology-services/web-mail> . RIC email accounts will be used as an official form of notification to RIC students.

Students are encouraged to check email frequently, since messages may be sent by advisers and/or instructors and other campus officials.

### 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 FLS 145 and at the Nursing Education Center (NEC) in the 2<sup>nd</sup> floor student lounge. Official notices of meetings and events are posted on these boards. The bulletin boards located in the FLS 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. Electronic bulletin boards are also available in these locations as well. \*During remote learning situations, notices will be sent out via email by the Nursing offices at FLS and RINEC, which is a reminder for all students to check their email frequently.

### College Catalog and Student Handbook

*The College Catalog 2020-2021 and The Rhode Island College Student Handbook* are important sources of information for students. These publications may be obtained from the

College's website: <https://www.ric.edu/>. The Rhode Island College Manual of Academic Policies & Procedures can be accessed at: <https://www.ric.edu/documents/academic-policies-and-procedures>

### **Additional Resources:**

The Writing Center	Adams Library Lower Level	456-8141
The Counseling Center	Browne Hall 1 <sup>st</sup> flr	456-8094
Office of Academic Support and Information Services (OASIS)	Adams Library Lower Level	456-8083
Learning for Life	Adams Library Lower Level	456-6320
Veterans Resource Center	Building 5 Lower Level	456-8449

## **Awards**

### **Nursing Faculty Award for Academic Excellence**

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

### **Nursing Faculty Award for Service Excellence**

The Nursing Faculty Award for Service Excellence 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.

## **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 Nursing IM or nursing major is eligible for membership to NSNA.

### **Multicultural Student Nurse Organization**

The Multicultural Student Nurse Organization (MSNO) is made up of Latinx, Asian, African-American, African and Indigenous students of color. MSNO believes that the School of Nursing, which places cultural competence as a requisite skill, will be better equipped to prepare students for real-world situations by

closely working with an organization of students who live these experiences daily. MSNO's mission is to serve as student leaders, advocates and mentors for nursing students of color at Rhode Island College to ensure that they are equipped with equal opportunity and adequate resources to successfully complete the nursing program.

### **Sigma Theta Tau International Honor Society of Nursing**

Sigma Theta Tau International Honor Society of Nursing, now known as Sigma has established Delta Upsilon Chapter-at-Large with the University of Rhode Island, Rhode Island College, Salve Regina University and New England Institute of Technology RN-BSN program. The purposes of Sigma 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 spring of the year. Students who are eligible will be notified and invited to apply for membership early in the spring semester.

### **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.

### **School of Nursing Committee Participation**

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

**\*In addition to the content of this undergraduate handbook, as a student, you are subject to any and all agreements/contractual terms of all placements.**