FIU | Nicole Wertheim College of Nursing & Health Sciences

FLORIDA INTERNATIONAL UNIVERSITY

Bachelor of Science in Nursing Student Handbook 2024 – 2025

Revised April 2024

Welcome to All Prospective Bachelor of Science in Nursing (BSN) Students:

Our Bachelor of Science in Nursing (BSN) programs are accredited by the Commission on Collegiate Nursing Education (CCNE). The undergraduate nursing faculty and I are happy that you are interested in our nursing program at FIU and we welcome the opportunity to help you learn more about our program.

We have five distinctive BSN programs that will meet the needs of prospective students seeking a BSN: (a) the Traditional BSN, (b) the RN-to-BSN, (c) the Accelerated Option (AO), (d) the RN-to-BSN/MSN and (e) Foreign Educated Physician – BSN program. Our BSN programs are highly competitive. Your journey will be challenging, but undoubtedly rewarding. If you are committed to becoming a leader in the nursing profession, the Nicole Wertheim College of Nursing and Health Sciences is for you.

Our BSN programs are rigorous. Classes are taught by expert nursing faculty who bring extensive experience as clinicians, educators, and scholars.

Our BSN graduates are prepared as general clinical practitioners and scholars. Our pre-licensure graduates are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN®) for licensure as a Registered Nurse. Our BSN graduates are thoroughly prepared for graduate study in Nursing.

The faculty and I are looking forward to meeting you. We are here to assist you in your journey to become an FIU nursing graduate. Best wishes!

Sincerely,

Nola Holness, PhD, CNM, APRN, ANP-C, CNE, FACNM
Clinical Associate Professor
Chair Undergraduate Nursing
Florida International University – Nicole Wertheim College of Nursing & Health Sciences

FLORIDA INTERNATIONAL UNIVERSITY
NICOLE WERTHEIM COLLEGE OF NURSING & HEALTH SCIENCES

BSN STUDENT HANDBOOK
2023-2024

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DESCRIPTION OF THE NICOLE WERTHEIM COLLEGE OF NURSING AND HEALTH SCIENCES

The academic nursing programs are located in the Nicole Wertheim College of Nursing and Health Sciences (NWCNHS) and are housed on the Modesto A. Maidique Campus (MMC) in the Academic Health Center 3 Building, and on the Biscayne Bay Campus (BBC) in the Academic 2 Building. The College's baccalaureate and graduate degree programs are fully accredited by the Commission on Collegiate Nursing Education (initial accreditation occurred in 2008), the Council on Accreditation (COA) of Nurse Anesthesia Educational Programs and are approved by the Florida Board of Nursing.

A broad range of nursing degree programs are currently offered by the College and include a bachelor's degree in nursing, a master's degree in nursing- nurse educator, and a Doctor of Philosophy degree in nursing. The Doctor of Nursing Practice was implemented in January 2012. The nursing unit holds institutional memberships in the American Association of Colleges of Nursing (AACN), the National League for Nursing (NLN), the Southern Collegiate Council of Nursing of the Southern Regional Education Board, the Florida Nurses Association (FNA), the Nursing Shortage Consortium of South Florida, and the South Florida Hospital and Health Care Association.

History

Nursing was present on the FIU campus from 1972 to 1978 when a RN-BSN degree was offered through the School of Health and Social Work. In 1982 the School of Nursing was established at BBC as an autonomous upper division unit through start-up funds provided by nine Miami hospitals. These health care organizations were concerned about the acute nursing shortage and were interested in contributing to baccalaureate education for qualified men and women who could assume beginning leadership positions in health care in the rapidly growing South Florida region.

The Bachelor of Science in Nursing (BSN) degree was approved as an upper division program in 1982 by the Board of Regents of the State University System. The National League for Nursing (NLN) granted initial accreditation in 1985.

During 1997, the School of Nursing merged with the College of Health to create a new academic unit, the College of Health Sciences. The College of Health Sciences included the School of Nursing and the Departments of Physical Therapy, Occupational Therapy, Dietetics and Nutrition, Medical Laboratory Sciences, Public Health, Health Information Management, and Speech-Language Pathology. The rationale for the merger was to enhance one of the University's strategic themes, *Health*, through the consolidation of the health professions programs and development of interdisciplinary education and research.

During 1999, the College of Health Sciences merged with another academic unit, the College of Urban and Public Affairs, which gave rise to a new college, the College of Health and Urban Affairs (CHUA). CHUA included four schools: School of Nursing; School of Health; School of Social Work; and the School of Procedure and Management. The purpose of the restructuring was to consolidate the health-related fields in one college and to enhance interdisciplinary education and research in these areas. Dr. Ronald Berkman was appointed Executive Dean of the College and Dr. Divina Grossman was appointed Dean of the School of Nursing.

In December 2004, the School of Nursing joined its sister schools in CHUA by relocating from the BBC to a newly constructed Health and Life Sciences 2 building at the MMC, approximately 20 miles away. The move to the MMC was part of an overall strategy to locate nursing with other health related units in the context of the proposed medical school and the development of the academic health sciences complex. The new building provided nursing classrooms, teaching laboratories, offices, and research space. To provide for expansion, the school retained offices, classrooms, and laboratories at the BBC.

On October 1, 2006, the School of Nursing was transformed to the College of Nursing and Health Sciences (CNHS) when CHUA was disaggregated into three (3) autonomous units: the CNHS, the College of Social Work, Justice, and Public Affairs, and the Stempel School of Public Health. The CNHS included Nursing and the Departments of Physical Therapy, Occupational Therapy, Health Information Management, Health Sciences, Communication Sciences and Disorders, and Athletic Training. The disaggregation provided autonomy for the educational units as they sought accreditation or re- accreditation from their professional agencies and laid the foundation for the future health sciences complex. Dr. Divina Grossman was appointed Dean of the CNHS and reported to the Provost.

In December 2006, University administrators announced that a new CNHS building would be erected on the MMC. The $47 million 113,000 sq. ft. building would house the College's combined disciplines that were scattered throughout two buildings and rapidly outgrowing them. Initial accreditation by the Commission on Collegiate Nursing Education (CCNE) occurred in 2008. The CNHS building (AHC 3), completed in December 2009, became part of the academic health sciences complex envisioned at the MMC.

In 2009, the University-wide budget cutting process required a feasibility review of all CNHS programs. Two College departments (Health Information Management and Health Sciences) were phased out as a result of the review. CNHS expansion re-occurred in 2011 with the assimilation of Health Services Administration, a baccalaureate level program previously housed in the Stempel College of Public Health and Social Work. In February 2010, CNHS Dean Divina Grossman was promoted to Vice- President of Engagement at FIU; Dr. Sharon Pontious was appointed Interim Dean until July 1, 2011, when Dr. Ora Strickland was appointed CNHS Dean.

Thanks to a generous donation in the Fall of 2013, the college celebrated 30 years at FIU with a new name, The Nicole Wertheim College of Nursing and Health Sciences (NWCNHS). The current NWCNHS consists of the Nursing Unit as well as Departments of Physical Therapy, Occupational Therapy, Communication Sciences and Disorders, Athletic Training, and Health Services Administration. All academic departments are administered by Chairs. Dean Ora Strickland retired January 2024 and Dr. Jorge Valdes was appointed Interim Dean.

Bachelor of Science in Nursing (BSN) Program

Upon completion of the BSN Program, pre-licensure students are eligible to become licensed as registered nurses. Graduates of the BSN Program are eligible for graduate level studies.

BSN PROGRAM & CURRICULUM

BSN Program Purposes

The BSN program prepares graduates to practice in increasingly complex and technological health care systems. The purposes of the BSN program are to prepare the graduate to:

- Function as a professional nurse generalist.
- Function as an accountable and responsible citizen.
- Participate in evidence-based health care delivery, research, education, leadership, and consultation services in the local, regional, national, and global community.
- Recognize and respond to the need for continuing professional development.

BSN Program Objectives

The BSN program's purposes are achieved through program objectives. The objectives of the BSN program are to prepare the graduate to:

- Synthesize knowledge from nursing and related disciplines in the provision of care to clients within the health-illness continuum throughout the life span.
- Utilize creative leadership to promote quality health care and patient safety in a rapidly changing multicultural, multiethnic, global environment.
- Synthesize and apply evidence and research findings from nursing and from other disciplines to improve or change nursing practice.
- Use appropriate and current technology and skills in the delivery of safe and effective patient care.
- Function as an advocate and change agent in influencing healthcare policies, delivery, economics, and health disparities to improve the quality of health for diverse populations.
- Collaborate and communicate with members of the health care team in the delivery of individualized, cost-effective, and ethical health care services.
- Demonstrate an understanding of accountability, responsibility, values, and standards of moral, ethical, and legal conduct that impact the role and practice of the professional nurse.
- Utilize theoretical knowledge and clinical competencies in caring for culturally diverse populations in a variety of clinical settings.

Nursing Unit
Organizing Framework: BSN, MSN, and Doctoral (DNP & PhD) Programs

COMMUNICATION & COLLABORATION. *(Pervasive Thread).* Communication is the process by which information, ideas, beliefs, values, and feelings are interchanged. Communication involves symbols, such as written words, gestures, images, and spoken language. Communication is influenced by inherent capacities, socio-cultural background, environment, attitudes, past experiences, knowledge of subject matter, and ability to relate to others. Communication is also affected by technological advances in health care. Communication is inherent in collaboration and requires critical thinking skills.

Collaboration is the process of making and carrying out decisions with other people regarding health care and research in a caring context. Knowledge of health-care systems includes an understanding of the organization and environment in which nursing and health care is provided. Collaborative leadership is a set of skills to accomplish both individual and collective goals. Collaborative leaders must be excellent communicators of a clear vision based in theories of change and understanding of health care dynamics. Effective communication and collaboration are the foundation for developing therapeutic relationships for the purpose of providing patient care, conducting research, and collaborating with members of teams and communities at local, regional, national, and global levels.

CULTURAL COMPETENCE. *(Pervasive Thread).* Cultural competence is the integration of knowledge, behaviors, skills, and attitudes required to provide quality health care and conduct research with people from different cultures, transcending national boundaries. Cultural competence involves tailoring health care delivery to meet patients' ecological, biosocial, cultural, and linguistic needs to improve outcomes and eliminate disparities in healthcare. Cultural competence includes being able to recognize and respond to patient population health-related beliefs and values, disease incidence and prevalence, genetics, and treatment outcomes. Cultural competence may be viewed as a process by which the healthcare professionals continually engage in self-evaluation and strive to effectively work within the cultural context of the individual, family, population, and/or community.

DECISION MAKING PROCESS. *(Pervasive Thread).* The decision-making process is the formulation and revision of conclusions based on knowledge acquired. The decision-making process requires reflective thought, interdisciplinary focus, global perspective, use of technology, ethical/legal considerations, and comfort with ambiguity. Critical thinking entails the acquisition of knowledge with the intent of deliberate inquiry and involves understanding of different alternatives before making decisions. The decision-making process is influenced by many factors such as: patterns and similarity recognition, sense of importance of the facts, common-sense understanding, skilled “know-how” and deliberate rationality. Decision making process outcomes incorporate scientific evidence, patient culture, values and preferences, and clinical expertise.

ETHICS. *(Pervasive Thread).* Ethics is a set of shared values or principles that govern the way nurses interact with patients, families, and other health professionals. A Code of Ethics makes explicit the primary goals, values, and obligations of a profession. Individuals who become nurses are expected not only to adhere to the ideals and moral norms of the profession, but also to embrace them as a part of what it means to be a nurse. The ethical tradition of nursing is self-reflective, enduring, and distinctive.

EVIDENCE-BASED PRACTICE, SCHOLARSHIP & RESEARCH. (*Vertical Thread).* Professional nursing is grounded in the application of evidence from research, expert panels, opinion leaders, research-based theories, clinical expertise, assessment data (including preferences and cultural values), and healthcare data. Basing practice on evidence from several sources improves outcomes in practice, education, administration, and research at local, regional, national, and global levels. Professional nurses participate in the scholarship of discovery, application, integration, and teaching. Professional nurses are committed to evaluating, creating, conducting, and communicating research findings.

GENOMICS. *(Pervasive Thread).* Genetics refers to the study of individual genes and their impact on single gene conditions while genomics examines all genes together and how they interact with each other, the environment, cultural, psychosocial, and other factors. The study of genomics assists nurses and other health care practitioners and researchers to find better ways to promote health and prevent and treat disease in individuals, families, populations, and communities.

GLOBALIZATION. *(Pervasive Thread).* Globalization is the system of interaction among the peoples, communities, and countries of the world. Globalization of health requires the dissemination of knowledge and the use of best evidence to impact policies and improve world health in a manner that transcends all cultural, economic, environmental, political, and social boundaries. The professional nurse utilizes an integrative, cross-disciplinary approach to effectively address health care disparities and reduce the overall burden of disease.

GLOBAL HEALTH SYSTEMS. *(Vertical Thread).* Global health systems encompass the personnel, institutions, commodities, information, financing, and governance strategies that support universal delivery of health promotion and preventative services in a fair and equitable manner, responding to people’s needs and expectations. Global health systems define the administration of health care in terms of market incentives, health impact, consumer satisfaction, and performance monitoring.

HEALTH/ ILLNESS MANAGEMENT. (*Vertical Thread).* Health/illness management includes a scope of services across the health/illness continuum. Nursing practice includes management of health promotion, risk reduction/illness/injury prevention, health maintenance, health restoration, rehabilitation, palliative and end of life care for diverse individuals, families, groups, and vulnerable populations. Optimal health/illness management requires nurses to apply and synthesize knowledge, skills, behaviors, and attitudes to make decisions, develop strategies, and design integrative plans of care. Health/illness management principles and guidelines are

developed from nursing and interdisciplinary research. Health/illness management starts at the undergraduate level and builds at the graduate and doctoral level with increasing depth and breadth of knowledge, synthesis of data, complexity of skills and interventions, and role autonomy.

PROFESSIONAL NURSING. *(Vertical Thread).* Professional nurses use a well-delineated and broad knowledge base for practice. Inherent in professional nursing is an understanding of the historical, legal, empirical, and contemporary context of research and evidence-based practice. Professional nursing requires strong critical reasoning, clinical judgment, communication, collaboration, and assessment skills. Professional nursing also requires the development and demonstration of a set of core values and principles, an ethical framework for practice, and involves accountability for oneself and nursing practice within the parameters of professional regulation, competencies, and scope of practice. Professional nurses are advocates for high quality care and are knowledgeable and active in the procedure processes defining healthcare delivery systems. The professional nurse is committed to lifelong learning and continuous professional engagement, including graduate level of study. Professional nurses have advanced knowledge and clinical expertise necessary to promote health, provide care, educate, advocate, consult, and collaborate as well as facilitate change and provide organizational leadership. Professional nurses use and/or create knowledge through research.

QUALITY & SAFETY. *(Pervasive Thread).* Quality represents the desired health outcomes that are consistent with current professional knowledge. Quality care uses data to monitor the outcomes of care processes and uses improvement methods to design and test changes to continuously improve the quality and safety of health care systems. Quality care is safe, effective, patient centered, timely, efficient, and equitable. Nursing focuses on the achievement of appropriate self-care, demonstration of health promoting behaviors, health-related quality of life, perception of being well cared for, and symptom management based on criteria as positive health outcomes. Patient safety is a critical component of high- quality health care. Safety minimizes risk of harm to patients and providers through both system effectiveness and individual performance. Nurses integrate quality aspects into patient safety and are a pivotal component in the integration of nursing care and the care provided by other members of the health team and health system.

TECHNOLOGY. *(Pervasive Thread).* Technology encompasses tools that are intended to enhance clinical practice and include, but are not limited to, computers, web-based applications, decision support systems, monitors, data gathering devices, and other technological supports for patient care interventions and knowledge development. Knowledge and skills in information and patient care technology are critical in preparing nursing graduates to deliver quality patient care in a variety of healthcare settings.

LINKS TO REFERENCES:
American Association of Colleges of Nursing (AACN): https://www.aacnnursing.org/
Agency for Healthcare Research & Quality-DHHS (AHRQ): https://www.ahrq.gov/
American Academy of Nursing (AAN): http://www.aannet.org/
American Nurses Association (ANA): http://www.nursingworld.org/
International Council of Nurses (ICN): http://www.icn.ch/about-icn/about-icn/
National Academy of Medicine (NAM): https://nam.edu/
Office of Minority Health-DHHS (OMH): http://minorityhealth.hhs.gov/
Quality and Safety Education for Nurses (QSEN): https://qsen.org/
World Health Organization (WHO): http://www.who.int/en/

Organizing Curriculum Framework of the BSN Program

The organizing curriculum framework for the BSN program is derived from the mission, vision, and goals of the NWCNHS Nursing Unit and the purposes and objectives of the BSN program. The College prepares diverse health care professionals as providers and leaders in the delivery of high quality, accessible, culturally competent care within a highly technological and global environment; and promotes, expands and validates scientific knowledge and evidence-based practice through interdisciplinary research. The goal of the Nursing Unit is to prepare qualified men and women for leadership roles in basic and advanced professional nursing practice in a rapidly changing, multicultural, multiethnic, global environment.

FIU's Quality Enhancement Plan, **"Global Learning for Global Citizenship,"** was the impetus for the BSN organizing curriculum framework which builds upon a common global concept schematically depicted as a "globe." The "globe" symbolizes a cohesive global environment populated by levels, pervasive organizing threads, and vertical organizing threads that emanate from a solid base comprised of liberal education (general education, biological sciences, and behavioral sciences). Students' progress through the levels of FOUNDATION OF NURSING KNOWLEDGE, NURSING SPECIALTY BASIC KNOWLEDGE, and SYNTHESIS OF NURSING KNOWLEDGE as they complete their plans of study.

The levels encompass 1) seven pervasive organizing threads (**Genomics, Communication & Collaboration, Quality & Safety, Technology, Globalization, Decision Making Process, Ethics,** and **Cultural Competence**); and four vertical organizing threads (**Global Health Systems, Health/Illness Management, Evidence-Based Practice, Scholarship & Research,** and **Professional Nursing**).

Pervasive Organizing Threads

The pervasive organizing threads of the framework include **Genomics, Communication and Collaboration, Quality & Safety, Technology, Globalization, Decision Making Process, Ethics,** and **Cultural Competence**. These organizing threads are integrated throughout the curriculum and are found in course objectives at all levels of the programs of study.

Vertical Organizing Threads

The vertical organizing threads depicted within the globe (**Global Health Systems, Health/Illness Management, Evidence Based Practice, Scholarship & Research and Professional Nursing**) are integrated and continuous throughout the levels of the BSN curriculum. These vertical threads are articulated in logical progression from the base of the globe to the equator and represent successful transitions from simple to complex as well as provide depth and breadth to the curriculum.

Global Health Systems

Goals of the Nursing Unit and purposes and objectives of the BSN program are to prepare students to collaborate with local, national and international health care agencies in promoting excellence through cost-effective, accessible, equitable and humanistic health care delivery systems for divergent individuals, families and communities; utilize creative leadership to promote quality health care and patient safety in a rapidly changing multicultural, multiethnic, global environment; and function as an advocate and change agent in influencing healthcare policies, delivery, economics, and health disparities to improve the quality of health for diverse populations.

At the FOUNDATION OF NURSING KNOWLEDGE level, students acquire foundational nursing knowledge related to global health systems (health promotion, and disease and injury prevention for individuals) in *NUR 3029/C/L Foundations of Nursing Practice* and *NUR 3066C Health Assessment & Promotion in Nursing Practice*.

At the NURSING SPECIALTY BASIC KNOWLEDGE level, students acquire basic knowledge in specialties related to global health systems (health promotion, and disease and injury prevention for individuals and families) in *NUR 4667 Nursing in Global Health Systems; NUR 3226/L Nursing Care of Adults I; NUR 3227/L Nursing Care of Adults II; NUR 3535/L Psychosocial Nursing NUR 4455/L Care of Families: Childbearing Nursing;* and *NUR 4355/L Care of Families: Childrearing Nursing.*

At the SYNTHESIS OF NURSING KNOWLEDGE level, students integrate and synthesize nursing knowledge related to global health systems (health promotion, and disease and injury prevention for individuals, families, and communities) in *NUR 4286 Nursing Care of Older Adults* and *NUR 4636C Community Health Nursing.*

Health/ Illness Management

Goals of the Nursing Unit and purposes and objectives of the BSN program are to prepare students to synthesize knowledge from nursing and related disciplines in the provision of care to clients within the health/illness continuum throughout the life span; utilize theoretical knowledge and clinical competencies in caring for culturally diverse populations in a variety of clinical settings; use appropriate and current technology and skills in the delivery of safe and effective patient care; and function as professional nurse generalists.

At the FOUNDATION OF NURSING KNOWLEDGE level, students acquire foundational nursing knowledge related to health/illness management (health assessment and maintenance) in *NUR 3066C Health Assessment & Promotion in Nursing Practice; NUR 3029/C/L Foundations of Nursing Practice;* and *NUR 3125 Pathophysiological Basis of Nursing Practice.*

At the NURSING SPECIALTY BASIC KNOWLEDGE level, students acquire nursing knowledge related to health illness/management (health and complex health alterations: maintenance, restoration, and rehabilitation) in *NUR 3226/L Nursing Care of Adults I; NUR 3227/L Nursing Care of Adults II; NUR 3535/L Psychosocial Nursing; NUR 4455/L Care of Families: Childbearing Nursing; NUR 4355/L Care of Families: Childrearing Nursing; NUR 3685L Integrative Nursing Care I; NUR 4686L Integrative Nursing Care II;* and *NUR 3145 Pharmacological Basis for Nursing Practice.*

At the SYNTHESIS OF NURSING KNOWLEDGE level, students integrate and synthesize nursing knowledge related to health/illness management (integrative care for vulnerable populations) in *NUR 4286 Nursing Care of Older Adults; NUR 4636C Community Health Nursing; NUR 4940 Senior Nursing Synthesis;* and *NUR 4945L Senior Clinical Practicum.*

Evidence-Based Practice, Scholarship & Research

Goals of the Nursing Unit and purposes and objectives of the BSN program are to prepare students to promote, expand and validate the scientific base of nursing knowledge and practice through the discovery, organization and transmission of research-based knowledge, skills and values; and synthesize and apply evidence and research findings from nursing and from other disciplines to improve or change nursing practice.

At the FOUNDATION OF NURSING KNOWLEDGE level, students acquire foundational nursing knowledge related to evidence-based practice, scholarship, and research (definition and identification of evidence) in *NUR 3821 Professional Nursing Leadership: Concepts & Issues*; and *NUR 3029/C/L Foundations of Nursing Practice*.

At the NURSING SPECIALTY BASIC KNOWLEDGE level, students acquire nursing knowledge related to evidence-based practice, scholarship, and research (evaluation and application of evidence, identification of clinical problems) in *NUR 3666 Evidence-Based Nursing & Research for Global Health Care; NUR 3226/L Nursing Care of Adults I; NUR 3227/L Nursing Care of Adults II; NUR 3535/L Psychosocial Nursing NUR 4455/L Care of Families: Childbearing Nursing;* and *NUR 4355/L Care of Families: Childrearing Nursing.*

At the SYNTHESIS OF NURSING KNOWLEDGE level, students integrate and synthesize nursing knowledge related to evidence-based practice, scholarship, and research (utilization of best practices) in *NUR 4286 Nursing Care of Older Adults; NUR 4636C Community Health Nursing;* and *NUR 4945L Senior Clinical Practicum.*

Professional Nursing

Goals of the Nursing Unit and purposes and objectives of the BSN program are to prepare students to demonstrate an understanding of accountability, responsibility, values, and standards of moral, ethical, and legal conduct that impact on the role and practice of the professional nurse; collaborate and communicate with members of the health care team in the delivery of individualized, cost-effective and ethical health care services; participate in health care delivery, research, education, leadership, and consultation services in the local, regional, and international community; function as an accountable and responsible citizen; and recognize and respond to the need for continuing professional development.

At the FOUNDATION OF NURSING KNOWLEDGE level, students acquire foundational nursing knowledge related to professional nursing (professionalism, regulatory environments, teaching/learning) in *NUR 3029/C/L Foundations of Nursing Practice* and *NUR 3066C Health Assessment & Promotion in Nursing Practice*.

At the NURSING SPECIALTY BASIC KNOWLEDGE level, students acquire nursing knowledge related to professional nursing (advocacy, decision making, health care policy, economics, delivery models, change process, quality improvement) in *NUR 3821 Professional Nursing Leadership: Concepts and Issues*; and *NUR 4667 Nursing in Global Health Systems.*

At the SYNTHESIS OF NURSING KNOWLEDGE level, students integrate and synthesize nursing knowledge related to professional nursing (leadership, management, coordination) in *NUR 4636C Community Health Nursing* and *NUR 4945L Senior Clinical Practicum.*

***Please be advised that curriculum plans and program requirements are subject to change.**

Curriculum Plan: Traditional BSN Program

The Traditional BSN Program is a full-time, five (5) semester curriculum plan with a minimum 120 credits. A maximum of sixty (60) lower division credits (general education, biological sciences, behavioral sciences) can be transferred toward the baccalaureate degree in nursing. Over one half of the total required credits for the BSN program are in the upper division. Upper division courses are arranged in a prescribed sequence and courses at each level must be completed successfully before the student can proceed to the next level of courses. Upon admission to the major, the program can be completed in five semesters.

Allocation for credits is based on the University formula that one instructional credit unit equals one 50-minute clock (contact) hour. The ratio of credit to contact hour for classroom courses is 1:1, the ratio of credit to contact hour for laboratory courses is 1:2, and the ratio of credit to contact hour for clinical courses is 1:3. These ratios assure the level of learning achievement necessary to provide for the competent role performance for the BSN graduate.

Curriculum Plan: RN-BSN Program (Online)

The RN to BSN program continues nursing education for registered nurses with coursework that is relevant to workplace experience, including health and wellness across cultures, nursing leadership in global healthcare, and community health. Students will become more accomplished nurses with a strong foundation in evidence-based nursing practices. The online RN to BSN curriculum is flexible and adaptable to demanding schedules, with full or part-time options; however, students must complete the program within 3 years or 9 semesters (beginning Fall 2016). Students will earn a BSN with a minimum of 30 additional credits (3 full-time semesters) of upper division online coursework and an additional 30 credits earned through clinical and prior learning, bringing the total credits to 120 credits which includes the 60 lower division credits from a previously earned Associate of Science in Nursing (ASN) degree. Graduates of the RN to BSN program are eligible to apply for graduate programs with advanced nursing degrees, such as a Master of Science in Nursing (MSN), or doctoral programs such as the Doctor of Nursing Practice (DNP) or the BSN to PhD in Nursing program.

Curriculum Plan: Accelerated Option BSN Program

The Accelerated Option (A.O.) program is a full-time four (4) semester curriculum plan with a minimum of 58 upper division credits. All courses are arranged in a prescribed sequence and courses at each level must be completed successfully before the student can proceed to the next level of courses. The population of students who apply to this program include students who earned their bachelor's degree in the United States, international Baccalaureate graduates, and foreign educated physicians who have earned their Doctor of Medicine outside the U.S.

Curriculum Plan: RN to MSN Degree Pathway Program

The RN to MSN program continues nursing education for registered nurses with coursework that is relevant to workplace experience, including health and wellness across cultures, nursing leadership in global healthcare, and community health. Students will become more accomplished nurses with a strong foundation in evidence-based nursing practices. The online RN to MSN in Nursing Education curriculum is flexible and adaptable to demanding schedules. The RN to MSN Nurse Practitioner curriculum is a fulltime Hybrid program. Students will earn a BSN with a minimum of 30 additional credits (3 full-time semesters) of upper division online coursework and an additional 30 credits earned through clinical and prior learning, bringing the total credits to 120 credits which includes the 60 lower division credits from a previously earned Associate of Science in Nursing (ASN) degree. Students will progress into the Master's Degree portion of the program and complete an additional 35 – 45 Graduate credits depending on the clinical concentration selected: Nurse Educator, Pediatrics, Adult/Gero, Family, or the Psychiatric-Mental Health concentration. Successful students will be eligible to take APRN or Nurse Educator National Certification Exam.

Curriculum Plan: Foreign Educated Physician – BSN-MSN Degree Pathway Program

The Foreign Educated Physician Degree Pathway Program is a full-time eight-nine (8-9) semester curriculum plan with a minimum of 60 upper division credits. All courses are arranged in a prescribed sequence and courses at each level must be completed successfully before the student can proceed to the next level of courses. The population of students who apply to this program include students who earned their bachelor's degree in the United States, international Baccalaureate graduates, and foreign educated physicians who have earned their Doctor of Medicine outside the U.S. Students will progress into the Master's Degree portion of the program and complete an additional 35 – 45 Graduate credits depending on the clinical concentration selected: Nurse Educator, Pediatrics, Adult/Gero, Family, or the Psychiatric-Mental Health concentration. Successful students will be eligible to take APRN or Nurse Educator National Certification Exam.

***Information about all five programs listed above can be found at the following website:
https://cnhs.fiu.edu/

GENERAL STUDENT INFORMATION/POLICIES & PROCEDURES

Current Address, Phone Number and E-Mail Address

Florida International University (FIU) and the Nicole Wertheim College of Nursing and Health Sciences (NWCNHS) require that students keep current addresses and telephone numbers on file. E-mail addresses are also valuable for communications. A current address and phone number allows College personnel to contact students for emergencies, class changes, awards, academic questions/information, etc. The Office of the Registrar must be notified immediately of any change in address and/or phone number. The College and University must also be notified if a student changes his/her name.

Professional Conduct and Responsibilities

In addition to meeting the academic standards of the University and College, students enrolled in nursing courses must demonstrate professionalism in classroom, laboratory, and clinical experiences. Professionalism is defined as behaviors and attitudes congruent with the ANA Code of Ethics, guidelines and standards of practice, the Florida Nurse Practice Act, and policies and expectations of the College and University.

Inherent within the concept of professionalism is the development of those behaviors by the student during the program that demonstrate increasing maturity, competence, integrity, regard for human dignity, respect for social justice, accountability, responsibility, and caring as they progress through the program. Students are expected to respect the rights of others regardless of their race, religion, nationality, gender, age, sexual orientation, physical condition, or mental state. Professionalism includes, but is not limited to, satisfactory academic and clinical conduct and performance.

Administrators and faculty of the undergraduate program reserve the right to interpret, maintain, and enforce the standards of professional conduct and performance for nursing. Administrators and faculty also reserve the right to recommend dismissal of any student who has violated the standards of professional conduct or demonstrates a lack of professional development.

Professionalism Accountability

It is essential to maintain professionalism, professional communication, adhere to communication timelines and follow specific guidelines throughout the pathway. Concerns will be escalated systematically to ensure a timely and effective resolution. Be mindful resolution timeframe will correlate with the extent of the concern presented. *Please see Professional Communication Pathway in Table 1.*

Financial Assistance

Nicole Wertheim College of Nursing and Health Sciences. Grants, scholarships, and/or traineeships are periodically available through the NWCNHS. For information and applications, contact the NWCNHS Director for Admissions and Student Services. In addition, some prospective employers assist with tuition in return for a work commitment upon graduation and RN licensure. For information, monitor postings on websites and email communications.

Florida International University. The University's Financial Aid Office assists students to obtain financial assistance through the provision of scholarships, loans, work-study, and other programs. Further information can be obtained from Financial Aid on the University's website.

Veterans: All veterans, reservists, and National Guard members should contact the on-campus veterans and military affairs office at 305-348-2838 to discuss the GI Bill and other financial assistance.

RN-BSN and RN-BSN/MSN students are encouraged to contact their employer's personnel office to obtain information about employee tuition benefits. Some RN employers provide tuition assistance through employee reimbursement programs.

Professional nursing organizations may provide scholarships for member nurses who are continuing their professional education. Faculty who are conducting funded research will sometimes pay full-time or part-time RN research assistants to assist in the collection of data. Available positions are posted or announced during class.

Students with Disabilities
Students with disabilities must register with Disability Resource Center (DRC) prior to the beginning of the semester or as soon as possible. At the beginning of the course, the student must inform the faculty member concerning his/her disability or upon being granted DRC accommodation. Personnel in the DRC will provide a written statement regarding any necessary accommodations to the faculty.

STUDENT GOVERNANCE

All nursing students are encouraged to participate in the various campus activities and University governance. The NWCNHS also provides opportunities for nursing students to participate in College governance.

Class Governance
Each entering class nominates and elects its own officers, including a President, Vice President, Treasurer, and Secretary. Class leaders can interact with faculty and administrators regarding student concerns and issues as well as assist in planning a recognition ceremony at graduation. Individual classes must consult with their faculty advisor before planning fundraising activities. Fundraising activities should focus on serving the community.

Student Nurses Association (SNA)
The purposes of the FIU SNA are to (1) assume responsibilities for contributing to nursing education in order to provide for the highest quality health care; (2) provide programs representative of fundamental and current professional interest and concerns; and (3) aid in the development of the whole person, his/her professional role, and his/her responsibility for the health care of people in all walks of life. See Nursing website for further information.

Pi Alpha Chapter (Sigma Theta Tau International)
The purposes of this professional nursing organization are to recognize superior achievement, recognize the development of leadership qualities, foster high professional standards, encourage creative work, and strengthen commitment to the ideals and purposes of the profession. Membership is based on GPA and class rank at graduation. Eligible graduates will receive an invitation and application from the Chapter Eligibility Committee. See Nursing website for further information.

GENERAL ACADEMIC INFORMATION/POLICIES & PROCEDURES

RN-BSN and RN-BSN/MSN students must provide a copy of their current Florida Nursing License for admission into the program.

Student Advisement
Students should see their professor if they have personal or academic difficulties that could impede their progress toward graduation. Office hours are posted outside each faculty member's office. Appointments can be made directly with the faculty member. **Students who may be experiencing any medically- related difficulties combined with continual poor performance must notify their instructors immediately.**

Panther Degree Audit (PDA)
The Panther Degree Audit is an automated degree audit that monitors a student's progress through the University, keeping program of fulfilled requirements and requirements needed to complete. A student cannot graduate until all sections on the PDA are satisfied. A PDA can be obtained online at http://my.fiu.edu by clicking on the link under Academic Advisement for Panther Degree Audit. Once opened, click on "Expand All" to view the PDA.

FIU Core Requirements
All students receiving a baccalaureate degree from FIU must comply with FIU core curriculum requirements (unless entering with an Associate of Arts (AA) degree from a Florida state system school or a bachelor's degree from a regionally accredited institution). These courses include English Composition/Writing, Mathematics, Natural Sciences, Social Sciences, Humanities, Arts, and Foreign Language. Students must meet the "Gordon Rule" English Writing and Mathematics requirements mandated by the Florida legislature. The Offices of Admissions and/or Undergraduate Studies determine that a student has satisfactorily met these requirements. Students are encouraged to print out the PDA each semester to determine their course completion status and contact their faculty advisor or the Program Director if questions.

Transfer Credits
An undergraduate applicant will receive credit for previous academic work appropriate to the BSN in accordance with the articulation agreements with community colleges and undergraduate nursing program requirements.

All applicants must have their transcripts evaluated by University and NWCNHS personnel to determine transferable credits.

1. Applicants who have received an Associate in Arts (AA) degree from an accredited Florida community college may transfer up to 60 credits toward the baccalaureate degree.
2. Students who enter FIU without an AA degree, transfer from out-of-state, or transfer from a private community college must meet the FIU core curriculum requirements and must satisfy State of Florida mandated Gordon rule requirements.
3. Applicants who have completed academic credit at the upper division level of an accredited four- year college or university may transfer up to 30 additional upper division credits above the 60 lower division credits transferred; credits in the major must be approved by the admitting program.
4. Applicants who have taken BSN courses at another institution and are requesting a transfer into a NWCNHS BSN program must 1) meet the current NWCNHS admission standards in place for the BSN program; and 2) must provide evidence that he/she was a student in "good standing" at the time of withdrawal from the previous institution.
5. All prerequisite and co-requisite courses for the undergraduate program require at least a grade of "C" for transfer.
6. International student applicants must meet the University's admission requirements as noted in the FIU Undergraduate Catalog. These students should contact the Office of International and Scholar Services for assistance with transcript analysis, etc.
7. In order to receive a degree from FIU, students must take a minimum of 30 upper division credits at FIU.
8. The last 30 credits at FIU should not be interrupted by course work at another institution. Students who are requesting to take a course at another institution, such as a community college, must meet with their advisor to discuss their request. Students who take courses at another institution must fill out a Transient Student Form in order to register for the course.

RN-BSN applicants must have: an unencumbered Florida registered nurse license; an ASN degree from an ACEN (Accreditation Commission for Education in Nursing) accredited educational institution with the ASN GPA of 2.75 or higher (RN-BSN/MSN applicants must have an ASN GPA of 3.2 or higher); minimum of 60 transferable lower division credits; Gordon Rule requirements, University Core Curriculum requirement, and foreign language requirement.

RN-BSN and RN-BSN/MSN applicants who have taken BSN courses at another institution and are requesting a transfer into the NWCNHS RN-BSN program must have all coursework evaluated by FIU Nursing Faculty to determine course equivalency and are allowed a maximum of 6 transfer upper division Nursing credits. Thirty

(30) credits of upper division coursework must be completed at FIU. Approved, transferred nursing coursework must be completed within 5 years of admission.

In addition to all RN-BSN admission requirements, the RN- BSN/MSN applicants must have an ASN GPA of 3.2 or higher and must select the graduate concentration at the time of admission for one of the four Clinical Nurse Practitioner concentrations or the Nurse Educator Program.

Dropping and Adding Courses

To drop and/or add a course, the student must follow the instructions found in the FIU Registration website. See the Academic Calendar for drop/add deadlines. Because of the differing progression plans of the programs, students cannot transfer between programs unless approved by the Chair. Students must notify their advisors and the course professor prior to dropping any course. Students who fail to notify their advisors may jeopardize their progression in the undergraduate nursing program.

Withdrawal from the University

If a student withdraws from the University for personal reasons, a Withdrawal form must be obtained and submitted to the Office of the Registrar. No signatures are required from the NWCNHS. However, it is a courtesy to notify the College of the student's intention to withdraw.

If a student must withdraw from the University after the final withdrawal date because of major illness, the student can complete the appropriate forms to petition for an excused withdrawal. The student must provide documentation of the illness and attach it to the withdrawal form. The Withdrawal Form can be obtained from the Office of the Registrar.

Leave of Absence

A student may submit a petition for a late drop by submitting a completed petition form to OneStop. Petitions are considered under the following exceptional circumstances:

1. Death of a student or immediate family member (parent, spouse, child, sibling, or grandparents). Death certificate and documentation establishing relationship are required.
2. Call to active military service. Copy of orders required.
3. Illness of student of such severity or duration to preclude completion of courses. Confirmation by a physician required.

Petitions for late drops/withdrawals within six months of the end of the term in which the course was taken can be considered for removal of course and grade. Refer to the Academic Calendar for the deadlines for removal of grades. Please see link for further guidance. https://onestop.fiu.edu/classes/student-petitions/

Re-Entry to Nursing Program

If a BSN student drops out, withdraws, fails course(s), or otherwise interrupts the sequence of the nursing program in any way that falls outside their original plan of study, he/she must petition the Chair of Undergraduate Nursing either for re-entry into the nursing program and/or for an out-of-sequence plan of study. In the event re-entry is granted, he/she must update all clinical requirements related to health, immunizations, and background screening prior to re-entry. All clinical requirements including CPR and health insurance must be current at the time of re-entry, and the students must be cleared by Complio.

Returning students must comply with all current requirements and must contact the Director of Clinical Education and the Chair of Undergraduate Nursing eight weeks prior to the semester of return to determine if clinical placements are possible. Clinical placement will be made on a space available basis. All requirements must be maintained throughout the nursing program. If a student does not return and enroll in classes after two consecutive semesters, the student will be dismissed from the BSN Program.

Students who experience a medical problem or pregnancy while in the nursing program must provide a statement from their health care provider indicating the student's ability to return to full duty without restrictions prior to attending clinical.

Students may be required to repeat or take additional courses, or prescribed remediation to complete degree requirements. Please refer to our website http://cnhs.fiu.edu for the most current information on application deadlines.

RN-BSN Readmission Requirements
Admitted RN-BSN and RN-BSN/MSN students who have not enrolled in any FIU course for three consecutive terms will be required to apply for re-admission to FIU and to the NWCNHS. RN-BSN/RN-BSN/MSN re-admission applicants previously dismissed by NWCNHS can reapply after 5 years since their last term of enrollment. The applicant must meet the current RN-BSN/RN-BSN/MSN program admission requirements, including the program of study, in effect at the time of re-admission, including program GPA requirements. When seeking readmission, a returning RN-BSN/RN-BSN/MSN student must meet with an NWCNHS Academic Advisor, Program Director and Department Chair to determine how their previous coursework will fit within the current RN- BSN/RN-BSN/MSN curriculum requirements in effect at the time of readmission. Readmission applicants with RN-BSN/RN-BSN/MSN core coursework older than five (5) years must repeat the courses. Students may be required to repeat or take additional courses to complete degree requirements. Failure to meet these requirements will result in program dismissal.

Program Major Change
A student who has decided to change his/her major must obtain and submit the form to the Office of the Registrar. If the student is transferring to the NWCNHS, the student must fill out the form and obtain signatures from the College. Students who change majors will be evaluated in accordance with the undergraduate nursing program's admission criteria and deadlines.

Letters of Recommendation
A student or graduate may request a letter of recommendation from a faculty member. Faculty members have the right to grant or deny the request. The student or graduate must request the letter of recommendation in writing supplying the address and name of individual or departmental agency to whom the letter should be addressed. Recommendations must be requested at least two weeks in advance. Upon request, please forward your CV/resume, a professional letter, and unofficial transcript to the faculty member.

ACADEMIC PROGRESSION INFORMATION/POLICIES & PROCEDURES

Program Length
Traditional BSN students' progress full-time through the nursing curriculum to complete the program in five semesters. Accelerated Option BSN students enroll full-time to complete the program in four semesters. The Foreign Educated Physicians Program students enroll full-time to complete their program in eight to nine semesters.

Students who have not registered for three consecutive semesters must re- apply for admission to the University and the College, completing the appropriate forms available from the Office of Admissions.

The RN-BSN student may choose to enroll as a full-time or part-time student; however, the nursing course sequence must be completed within 3 years (beginning Fall 2016) or 9 semesters and may even be completed by the student in one calendar year (by completing 3-4 courses/semester). If a student is unable to complete the program courses and requirements within three years, the student must petition the Chair of Undergraduate Nursing for an extension of one semester.

The RN-BSN/MSN is a full-time program with a completion of eight to nine semesters, depending on the specialty concentration selected.

Course Sequencing
The BSN course sequencing moves from foundational courses to complex courses and from a focus on the Nursing care of the individual to a focus on the Nursing care of the local and global community. Each clinical nursing course builds on the knowledge of the previous courses. Courses in each level of the curriculum must be completed before advancing to the next. Any variations must be approved by the Chair of Undergraduate Nursing.

Due to University/College insurance requirements, students must be registered for a nursing course in order to practice as a student in the clinical area.

Any separation from the nursing program in any of the pre-licensure programs (Traditional, AO and FEP) needs to be approved by the Chair of Undergraduate Nursing with a remediation plan. Any student who separates from the program without prior written approval of the Chair of Undergraduate Nursing must reapply to the program. If the student is granted re-entry and/or readmitted, a remediation plan will be created and executed for successful graduation and NCLEX readiness. If a student does not return and enroll in classes after two consecutive semesters, the student will be dismissed from the BSN Program.

RN-BSN and RN-BSN/MSN Clinical Placement Requirements
Nursing Core Courses, Upper Division Electives, Prior Learning Assessments and/or Equivalency Exams, & University Core Curriculum must be successfully completed as well as background check, drug test, immunizations, RN Student Liability Insurance prior to final semester deadlines:

December 1st– Deadline for spring final semester enrollment

Students will also need to complete the Practicum Request Form in order to be eligible to begin the NUR 4945L course the following semester.

Students will also need to complete the RN to BSN Clinical Preliminary Form in order to be eligible to begin the NUR 4636C course the following semester.

Double Majors, Two Bachelor's Degrees and/or Minors
Students in the College must fully disclose their dual status to their advisor upon admission and/or upon request to add major/degree/minor.

Academic & Clinical Grievances/Complaints
Students must follow the NWCNHS grievance policies/procedures when filing a complaint or grievance (example: a grade or progression decision) related to the academic and/or clinical settings. This procedure is posted on the NWCNHS website and is also contained within this document. Contact a faculty member or staff member for clarification of any policies or procedures. The procedure can be found with the following link: nwcnhs-student-academic-grievance.pdf (fiu.edu)

GRADES AND GRADING

Communicating Grades
Grades are obtained through the http://my.fiu.edu web site. Students will need their Panther ID and password to obtain grades. Otherwise, grades are communicated through a procedure designated by the faculty member. Only faculty members are authorized to report grades over the phone.

Grade Point Average
To achieve and maintain a classification of "good standing," a student must maintain a grade point average (GPA) of 2.0. Unofficial student transcripts can be obtained on the http://my.fiu.edu website.

Repeating Nursing Courses and Dismissal
A grade of "C" or better in all nursing courses, NUR courses, is necessary for continuing in the undergraduate program. Also, students are only allowed to fail one nursing course in the curriculum, and nursing courses can be repeated only once. A failed nursing course that is repeated and passed with a "C" will result in the student acquiring 1 failed nursing course (only 1 failure allowed 1 time). If a student fails the same course twice or any two courses, he/she will be dismissed from the program.

In the RN-BSN and RN-BSN/MSN program, upper division, non-nursing electives and nursing electives must be passed with a grade of "C" or higher. The one failure only procedure listed above does not apply to the electives taken in RN-BSN and RN-BSN/MSN. The one failure procedure applies to core classes, including clinical classes, and any classes that may apply toward credit in the RN-BSN/RN-BSN/MSN program.

After successfully completing the repeated course, the student must obtain and submit a Repeated Course (grade forgiveness) form to the Office of the Registrar per University policies. While both grades will be included on the student's transcript, only the last grade for the repeated course will be computed into the student's GPA. Even if grade forgiveness is used on a failed nursing course, the one failed nursing course still is counted towards the "one failure only" rule, and a subsequent failure or drop for academic reasons would lead to dismissal. NOTE: Students who drop one or more courses in one semester for academic reasons may re-enter the undergraduate program one time only. Any subsequent drop or failure will result in dismissal from the nursing program. This rule applies to AO, FEP, and Traditional programs.

For all pre-licensure program students, a failure in Senior Nursing Synthesis (NUR 4940) is not considered a second failure if the first failure was a different NUR course. However, students are only allowed two attempts to successfully complete this course (NUR 4940). After one failure of NUR 4940, the nursing student will be required to take a prescribed, official NCLEX review class (at their own cost) and to provide documentation of the same prior to enrolling in the second attempt of NUR 4940. Two failures in NUR 4940 will result in dismissal from the program. The student will be dismissed from the nursing program upon the second unsuccessful attempt.

Remediation for any/all nursing courses is at the discretion of the Chair of Undergraduate Nursing.
If a student completes an accelerated six and/or eight-week session NUR course with a failing grade and the course is dropped after the official university add/drop period resulting in a grade of "DR", the course is considered a failure.

Grading Scale

A	93-100%
A-	91-92%
B+	89-90%
B	85-88%
B-	83-84%
C+	81-82%
C	77-80% PASSING
D	67-76%
F/F0	00-66% SEE BELOW

Course Grades
The students test average must be 77% or greater on all examinations to pass any clinical or didactic course. Students whose examination average is less than 77%, then their course grade will equal their examination average. **Assignments** are only calculated into the final course grade when a 77% or higher is achieved on exams/quizzes average. Students are not allowed to re-take exams if they fail.

F zero Grade
An F0 (F zero) will be given to students who both earn a failing grade based on course standards and who fail to complete at least 60% of the course requirements or fail to attend at least 60% of class sessions. An F0 equals zero grade points per credit hour and is a permanent grade.

Incomplete "I" Grade
An incomplete grade is a temporary symbol given at the discretion of the instructor for work not completed because of serious interruption not caused by the student's own negligence. An incomplete must be made up as quickly as possible, but no later than two consecutive semesters after the course ending or it will automatically

default to an “F” or the grade that the student earned in the course. There is no extension of the two-semester deadline. The student must not register again for the course to make up the incomplete. Students who have incomplete grades on their records must remove the incomplete by the end of the fourth week of the term in which they plan to graduate. Failure to do so will result in a cancellation of graduation. “Incompletes” in BSN clinical courses (theory and laboratory) must be completed to a grade before progression.

It is the student's responsibility to ensure that the faculty member has received the missing materials in a timely fashion and completes the necessary grade change in the system. The student should print out his/her unofficial transcript three to four weeks after the form was initiated to ensure that the change was entered on the student’s transcript. If it has not been entered, the faculty member must be notified immediately. If the faculty member is not available, the Chair of Undergraduate Nursing must be notified.

NWCNHS Student Academic Grievance/Appeal Procedure
NWCNHS students have the right to grieve/appeal academic grading/course complaints/ controversies and program progression/dismissal decisions. According to the FIU Student Procedure (undergraduate and graduate) written guidelines:

The FIU Academic Grievance Procedure indicates the reasons (nature of appeal) for an academic grievance include: “covers academic grievances which are defined as any complaint or controversy alleging: 1) unprofessional conduct by a professor which adversely affects either a student’s ability to satisfy academic expectations, whether in the classroom, the field, or a lab, or the student’s actual performance; 2) improper admission counseling; 3) improper counseling by an adviser; and 4) arbitrary grading for coursework, and comprehensive exit examination.

Students who wish to appeal MUST FIRST follow the NWCNHS academic grievance/appeal procedure. The procedure can be found with the following link: nwcnhs-student-academic-grievance.pdf (fiu.edu)

ACADEMIC CONDUCT AND PERFORMANCE

Students are expected to watch the Dean’s video on student misconduct located at https://cnhs.fiu.edu/resources/students/policies-forms/index.html and review the FIU Student Handbook http://studentaffairs.fiu.edu/about/student-handbook/ for details on Standards of Student Conduct and Policies. The FIU Standards of Student Conduct address three major areas of moral integrity: *Academic Honesty, Respect for the Law,* and *Respect for People*. Students who plagiarize, cheat and/or harass an instructor or peer may be charged with academic misconduct. Penalties for academic misconduct may include dismissal from the University. Below are the definitions of plagiarism, cheating, and harassment:

- **Plagiarism**
  Plagiarism is the deliberate use and appropriation of another’s work, or your own prior work, without any indication of the source and the passing of such as the student’s own work. Students who are using another person's ideas or writings, or their own prior writings, must document their sources. Direct quotes must be consistent with the most current American Psychological Association (APA) format. Any student who fails to give credit for ideas or materials taken from another source, including their own prior work, is guilty of plagiarism. Any student helping another plagiarize may be found guilty of academic misconduct.
- **Cheating**
  Cheating is the unauthorized use of books, notes, aids, electronic devices, or assistance from another person with respect to examinations, course assignments, field service reports, class recitations, or possession of examination papers or courses materials, whether originally authorized or not. Any student helping another cheat may be found guilty of academic misconduct.
- **Harassment**
  Harassment is defined as conduct that creates an intimidating, hostile, or offensive environment for another person of group. This definition includes harassment and threats through computers or electronic communication.

Course Requirements
No late work will be accepted. Students are expected to adhere to the stated course requirements outlined in the course syllabus by faculty (provided at the beginning of the course), including due dates for assignments and the specified grading system.

Classroom Conduct and Responsibilities
As a matter of common courtesy, students should not enter classrooms late; carry on conversations, even whispered ones; or take up class time with questions of solely personal interest. Audio taping or videotaping of class lectures are permitted but publishing, posting or sharing of these lectures is not permitted without the consent of the faculty. Mobile phones must be placed on vibrate or turned off during class periods. Students are expected to be prepared for all classes and to participate in them. Please see link: https://flsenate.gov/Laws/Statutes/2021/1004.097

Children or pets are never permitted in the classrooms unless for specified laboratory experiences. Food and drinks are not permitted in the classrooms or the laboratories. This is a University procedure. Students are expected to assist in keeping the School, College, and University laboratories, classrooms, and lounge areas in a presentable condition at all times.

In consideration of others, classroom furniture or equipment that is moved during a teaching/learning activity should be returned to its original location.

Attendance
Students are expected to attend all classes, clinicals, and laboratory experiences. Courses include the instructional strategy of shared knowledge and experience between students during group presentations and discussions. Absence interferes with the student's ability to learn from this in class sharing. Students with military service obligations (i.e., weekend duty, drilling, training, etc.) must inform professors as soon as students are notified of orders and military obligations. It is the student's responsibility to coordinate with each professor to make up required assignments. In the case of a military order, students must provide orders or a copy of official documentation (please black out or white out any social security numbers) of orders to faculty.

Students are expected to read and adhere to the course syllabus regarding clinical and class attendance. Excessive absence or habitual tardiness for any reason may affect the course grade (since the stated course objectives cannot be met) and can result in failure.

Written Assignments
All written work is to be submitted on the announced due date unless the student made previous arrangements with the faculty member. Computers are available for student use in the computer laboratories. Formal written papers (term or scholarly papers) shall follow the format using the guidelines of the *American Psychological Association's (APA) Publication Manual* (the latest edition is available for purchase at the FIU Bookstore).

EXAMINATION POLICIES/PROCEDURES

Students encounter a variety of test forms including multiple-choice, short answer, essay, tandem online testing, proctored tests, take-home tests and others. Instructions for examinations will be provided by the course faculty member.

Examination Security
Students must have their Panther One ID card picture ID on their person at the time of the examination for identification purposes. If exams are closed-book, students may not use notes, texts, dictionaries, or other materials (including smart devices); nor can they talk to other students during the exam. If a student has a problem or question, it must be discussed with no one other than the faculty member proctoring the exam.

If a student leaves the classroom, he/she will be asked to hand in their exam materials or submit their exam/quiz if utilizing computer-based testing. Students should use the bathroom facilities before an exam. Faculty members proctoring the exam have complete discretion on whether students are allowed bathroom trips and, if so, the procedures for bathroom trips.

Examination Reviews
Reviews of exams are at the discretion of the course faculty. No other person, including another faculty member, Chair, Associate Dean, or Dean can review and/or discuss the exam with the student (unless permission is granted by the course faculty member).

Failure to Take Examination
Students unable to take the exam at the scheduled time must make arrangements with the faculty member PRIOR to the exam date. If the student communicates with the faculty member prior to the exam, possible alternate arrangements can be discussed.

If a student fails to communicate with the faculty member prior to the exam and subsequently claims an emergency, illness, or accident, the explanation will be considered to determine extenuating circumstances. If extenuating circumstances are found, the student will not be penalized. If the faculty member believes there to be no extenuating circumstances, the student MAY be allowed to take the exam and may receive a lower grade at the discretion of the faculty member. An alternate exam may be selected by the faculty member if taken late by the student.

Medication Calculation Test
All pre-licensure BSN students must pass a medication calculation test (given in the corresponding didactic course) with a score of 90% or better each semester in the clinical course. Basic (non-programmable) calculators may be used for courses at Level 2 and above. Students can take a medication calculation test three times only. Students who do not pass the medication test will not be allowed to progress in the clinical courses and co-requisite courses and must drop those courses.

After the first semester, Med Math is a pass/fail exam, the minimum score for passing is 90% or greater for entry into clinical and **does not** count towards the course grade.

Examinations and Course Progression
The students test average must be 77% or greater on all examinations to pass any clinical or didactic course. Students whose examination average is less than 77%, then their course grade will equal their examination average. **Assignments** are only calculated into the final course grade when a 77% or higher is achieved on exams/quizzes average. Students are not allowed to re-take exams if they fail.

Computer-Based Clinical Examinations
Students are required to take computer-based clinical examinations at the completion of their clinical courses. The purpose of the computer-based examinations is to provide students with feedback related to their current clinical knowledge (strengths and weaknesses) of the specialty area. Students are encouraged to use the feedback to review for the RN licensing examination.

Exit Examination & Remediation Plan/Contract
All pre-licensure BSN programs require students to pass a nursing synthesis (Exit) examination during the last semester as a prerequisite to the BSN degree. The exam will be given as part of the requirement for the Senior Synthesis Course NUR 4940. If the student fails the first attempt of the synthesis examination, he/she will have an opportunity retake the exam. If the student fails the second attempt, he/she will receive a failing grade for the course and will have to re-register for the Senior Synthesis Course NUR 4940. After one failure of NUR 4940, the nursing student will be required to take a prescribed, official NCLEX review class (at their own cost) and to provide documentation of the same prior to enrolling in the second attempt of NUR 4940. Passing the Exit Examination at the specified level is a requirement for graduation and is non-negotiable. If a student does not return and enroll in classes after two consecutive semesters, the student will be dismissed from the BSN Program. *Please see Remediation Plan/Contract in Table 2.*

Prior Learning Assessment
Florida Licensed Registered Nurses with an associate degree in nursing (ADN/ASN) from an ACEN accredited institution, who meet admission criteria are eligible to receive up to 27 credits awarded through FIU nursing faculty-led Prior Learning Assessment (PLA). The PLA process takes place within the context of a 3-credit course designed to support RN-to-BSN students' transition and socialization to the role of baccalaureate prepared professional nurses.

UNIVERSITY ACADEMIC WARNING, PROBATION, AND DISMISSAL

Panther Success Network Alert

Faculty may submit a Panther Success Network (PSN) alert for a student that is in jeopardy of not passing a course. PSN makes it easier for students to stay on program and alerts the advisor if the student veers off program through progress reports from professors and predetermined success markers. PSN includes a record of advisor reports and notes that both the professor, advisor, and students may view at any time.

Academic Warning

Undergraduate students in academic jeopardy are notified through conferences or in writing by the course faculty member, advisor, and/or the Chair. An undergraduate student whose cumulative GPA falls below 2.0 will be placed on Academic Warning by the University. To remove the Academic Warning status, a student must attain a cumulative GPA of 2.0 or above in the subsequent semester. *See the FIU Undergraduate Catalog for further information.*

Academic Probation

A student on Academic Warning whose cumulative GPA remains below 2.0 will be placed on Academic Probation by the University. To remove the Academic Probation status, a student must attain a GPA of 2.5 for the subsequent semester. *See the FIU Undergraduate Catalog for further information.*

Dismissal

A course in the BSN curriculum can be repeated only once. If an undergraduate student fails the same course twice or any two courses, he/she will be automatically dismissed from the nursing program.

An undergraduate student on probation who's cumulative and semester GPAs fall below a 2.0 will automatically be dismissed from the program and the University. Students are advised to refer to the FIU Undergraduate Catalog for further information.

NOTE: The preceding are university-wide policies and procedures; however, all nursing students should refer to the BSN Student Handbook grades and grading section for further information.

CLINICAL CONDUCT AND PERFORMANCE

Clinical Evaluation

Clinical performance is evaluated during each clinical nursing course by course faculty and preceptors. Clinical evaluation tools are designed to address specific course expectations and objectives. Typical clinical expectations include, but are not limited to:

- Safe, effective, ethical performance of nursing tasks;
- Problem solving;
- Use of appropriate judgment;
- Appropriate communication and interaction with others;
- Ability to apply knowledge.

Professional Behavior and Language in the Clinical Setting

Nursing students are expected to respect the rights of others regardless of their race, religion, nationality, gender, age, sexual orientation, physical condition or mental state, in both laboratory and clinical settings. *Refer to Appendix 1: Standards of Professional Behavior for further detail.*

Refer to https://regulations.fiu.edu/regulation for current FIU regulations regarding: Sexual Harassment (Title IX) and Sexual Misconduct, Nondiscrimination, Harassment and Retaliation (Title VII).

Students are expected to:

- Adhere to established laboratory and clinical deadlines.
- Have no laboratory and clinical absences, either at arrival or while in the clinical setting.
- Exhibit promptness when attending classroom, laboratory, and clinical experiences.

- Remain for the entire laboratory clinical learning experience, unless excused.
- Adhere to policies and procedures related to the assigned clinical agency.
- Promptly and properly identify oneself and role during clinical experiences.
- Adhere to the uniform and dress policies found in the BSN student policies/procedures manual**.**

Unprofessional Conduct and/or Professional Misconduct

Nursing students are expected to act in a manner consistent with the ANA Code of Ethics. Failure to comply may result in action by nursing administrators and/or faculty including, in appropriate cases, dismissal from the nursing program. Examples include, but are not limited to:

- Negligence in patient care.
- Unprofessional behavior either at the laboratory or at the clinical agency.
- Substantiated act or acts of patient abuse, either physical or verbal.
- Unsatisfactory performance as judged by the clinical supervisor.
- Neglect of duty with actual cause or potential to cause patient harm.
- Fraudulent or egregious acts such as falsification of clinical hours, falsification of skills, falsification of medical notes for clinical absences. If student presents medical documentation of an absence, it must contain official office stamp/stationary and given to faculty within three (3) business days of the absence.
- Demonstrated and/or documented incompetence.
- Personal conduct which adversely effects the work environment and/or the supervisor's ability to perform his/her responsibilities.
- Exhibiting aggressive or intimidating behavior (e.g., profanities, threats, loud talking, rudeness, verbal coercion) toward or in the presence of faculty, staff, peers, patients/clients, or agency personnel.
- Attempting to use paid time from employer as clinical hours.

Clinical Probation, Failure, and Dismissal

A student who demonstrates unprofessional conduct and/or professional misconduct will be notified by the faculty member of such behavior. The faculty member will counsel the student, document the occurrence of the behaviors in writing and place the documentation in the student's file. The student may respond in writing within 48 hrs. to the faculty member's findings and/or submit written documentation relevant to the behavior. Depending on the nature of the behavior, the faculty member, in consultation with the Program Chair, may place the student on clinical probation.

Clinical Probation

Clinical probation is based on the performance of the student in relationship to course objectives and expected behaviors and attitudes that are consistent with those of a professional nurse. In addition, to persistent behavior or behaviors related to unprofessional conduct (see above), the student enrolled in a clinical nursing course may be placed on clinical probation for one or more of the following:

- Initiating clinical experiences without a contract;
- Initiating interventions or actions without appropriate supervision or approval of the supervisor;
- Consistent difficulties in applying theory to the clinical setting;
- Violating patient confidentiality/HIPAA;
- Inconsistently completing clinical assignments or logs.

The faculty member will notify the Chair of Undergraduate Nursing of any student who is placed on clinical probation. In addition, the faculty member will email a letter to the student through the University email system indicating the areas of weakness as the basis for clinical probation. A copy of the email will be placed in the student's academic file.

The student is expected to complete the requirements of the probation by the end of the course. If the student demonstrates satisfactory progress in improving performance and meets the course objectives, the faculty will remove the probationary status at the end of the course. Failure to meet the requirements of the probation will result in clinical failure.

Clinical Failure

Clinical failure is based on the unsatisfactory performance of the student in relationship to the course objectives, expected behaviors, and attitudes that are consistent with those of a professional nurse. A student enrolled in a clinical nursing course may receive a clinical failure and/or dismissal from the nursing program for one or more of the following:

- Failure to demonstrate satisfactory progress after being placed on clinical probation;
- Recurring absenteeism or tardiness in the clinical setting that has not been approved by the professor in advance of planned clinical experience;
- Recurring failure to follow clinical course policies, policies of the clinical agency, or recommendations of the supervisor;
- Acts of dishonesty;
- Repeated lack of preparation for the clinical setting;
- Demonstrating behaviors that, in the judgment of the faculty, constitute unsafe or potentially unsafe practice;
- Demonstrating practices that are inconsistent with professional standards or codes of ethics;
- Unsatisfactory final clinical evaluation;
- Attempting to use paid time from employer as clinical hours;
- Failure of student to keep clinical clearance items up-to-date, resulting in multiple clinical absences.

The faculty member will notify the Chair of Undergraduate Nursing of any student who earns a clinical failure. In addition, the faculty will place a copy of the letter sent to the student indicating the clinical failure in the student's academic file.

Dismissal

A student may be dismissed without a probationary period for identified infractions. Grounds for dismissal without a probationary period include:

- Level of incompetence representing a threat to patient safety;
- Falsification of documents or records;
- While in the clinical area, being under the influence of any substance affecting clinical performance, decision-making, and /or judgment; see link: https://policies.fiu.edu/files/754.pdf
- Insubordination or failure to follow direct orders from a clinical supervisor;
- Theft of College, University, or agency property;
- The inappropriate administration of any drug or treatment without the permission of the clinical supervisor.

CLINICAL EXPERIENCES

Clinical Agencies

Various agencies throughout the community are utilized as clinical learning experience sites for nursing students. The student has a responsibility to follow the regulations of each agency (including but not limited to orientation materials, immunization verification, health screenings, and maintaining CPR certification) and to exhibit professional conduct at all times. All students must submit information to Complio for background/drug screening and current clearance items as a requirement for clinical placement at health care facilities. Screening and clearance items must be kept up-to-date by the student at all times, or students' grades will be affected and may require students to drop courses. It is possible that participation at a particular facility may necessitate additional screening or that, at any time, additional screening may be required during the program (may incur an additional cost). Failure to complete needed screening within the prescribed time may result in failure of the course or dismissal from the program.

Clinical Groups

Students are placed in clinical groups at faculty discretion. The student who wishes to change his/her clinical group must find a student from the preferred group who is willing to change groups and make a request in writing to the Director of Clinical Education within two business days of the email notifying of the clinical assignment. The student must clearly state the rationale for the change. The Director of Clinical Education may grant a request if group information has not been forwarded to the facilities for placement and no other conflict exists. All

orientation materials for clinical placement must be completed within one week of student notification. Failure to complete orientation materials within the deadline may result in an administrative drop from the course.

Transportation

All students are expected to have transportation to and from their clinical sites. Faculty members are not responsible for arranging students' assignments according to carpools, distance from home or work to clinical site, work schedules, or making babysitting/day-care arrangements.

Clinical Assignments and Preparation

The student is directly responsible to the supervising faculty member. The student taking a clinical course also functions as a member of the health care team. Faculty will provide clinical assignments based upon the course objectives and learning level of the student. Assignments are made prior to the clinical experience and, unless the student is told otherwise, the student will pick up his/her own assignment at the appropriate agency that day or evening. The student will prepare for the clinical experience by reviewing the client's chart, nursing procedures, textbooks, and class notes.

Clinical Clearance Deadline

Clinical clearance MUST be completed 3 weeks prior to the start of the semester and reflect that all clinical clearance items will be valid through the entire semester. This is a non-negotiable requirement. Students will be dismissed from the nursing program if the deadline is not met, and it is the first semester in the program. Students will be dropped from all clinical courses if the deadline is not met, and it is semester 2 or beyond in the program. The foregoing does not apply to RN-BSN students.

RN-BSN and RN-BSN/MSN students have clinical experiences with a preceptor in Senior Clinical Practicum (NUR 4945L). Students may not obtain clinical hours in the same location as their exact work location or unit. Preceptors may be utilized within the same agency but in a different location than where the student works. No paid time may be used for clinical hours. Preceptors for these clinical courses must be nurses with a baccalaureate degree in nursing. In addition, all clinical sites must have a current contract with the NWCNHS. Preceptor approval will be made by the faculty member and not demonstrate any conflict of interest.

The RN-BSN and RN-BSN/MSN Senior Clinical Practicum allows transition from student to graduate role through leadership experiences in selected settings. It is best to seek a preceptor within your facility. Preceptors who are advanced practice nurses i.e., clinical nurse specialists and nurse practitioners, who solely are in the role of primary care providers, are not an appropriate preceptor for this course and will not be approved. Such nursing roles are not appropriate for this course because you cannot transition into that role with a BSN degree and because the experience with that preceptor will not meet the objectives of this course. Practicum hours to gain clinical nursing skills in a specialized hospital unit floor, ER or ICU will not meet objectives for this course and practicum requests for these types of experiences will not be approved.

The following practicum experiences are appropriate for this course:

Quality Assurance
Risk Management
Infection Control
Telehealth and or
Informatics
Healthcare Facility Educator
Simulation Faculty
Distance Learning Faculty
Research Faculty
Research leader Healthcare facility

Research Clinical Coordinator
Nurse Managers: Associate and Head Nurses
Nurse Coordinator
Case Management and or Liaisons
Other similar leadership experiences

Time scheduling for precepted courses is arranged between the student and the preceptor with the faculty member's approval. The student always has a responsibility to follow the regulations of each agency/site and to exhibit professional conduct. Students are expected to complete the required practicum hours for Care of Communities: Community Health (NUR 4636C) and Senior Clinical Practicum (NUR 4945L) by the completion of the semester in which they are registered. Students are also expected to maintain a log documenting their activities. The clinical faculty member will communicate with each student and the preceptor during the clinical experience to determine that the student is able to meet course objectives. Both courses have online discussions with all students for the purpose of sharing experiences. The student is expected to arrange their schedule in order to attend these discussions.

Practicum requirements are NOT waived if you move out of the South Florida area or if you cannot locate a practicum setting/preceptor. Faculty members and advisors are not responsible for locating practicum experiences for students.

Prior to NUR 4945L Senior Practicum and/or NUR 4636C Community Health: Care of Communities, eligible RN-BSN and RN-BSN/MSN students must complete and submit the Practicum Request Form. Students seeking readmission for final semester must:

- Meet the previous deadlines,
- Obtain approved readmission,

And meet the final semester exams, clinical clearance, and final semester registration request deadlines of December 1st.

Chart Documentation
All student charting entries must be co-signed by the supervising faculty instructor, the responsible RN, or the RN preceptor.

Photography
Students are forbidden to take photographs while in clinical settings. This procedure includes all cameras and cellular phones.

Student Social Media Use Procedure
Please refer to Appendix 2: Student Social Media Use Procedure for detailed information regarding the use of social media and web-based network platforms.

Family Members and/or Friends as Patients
Students may not practice on any unit where a family member or close friend is a patient. If this situation arises, the student must inform the clinical instructor, and arrangements will be made for a clinical experience on another unit.

Clinical Absences and Tardiness
A student who is absent or tardy in the clinical facility on the assigned day is expected to contact the clinical faculty member and or preceptor prior to the assigned reporting time. In addition, three (3) tardies will be equivalent to one (1) absence. Tardiness one minute after start time will be considered an absence unless previously arranged with clinical faculty. This notification is important because the patient must be reassigned as

soon as possible; otherwise, the patient will be considered as abandoned, and legal consequences could result from an unanticipated hazardous situation.

Students are expected to have 100% attendance for all laboratory experiences. The stated course objectives must be met in order to successfully pass the course. Students are expected to read and adhere to the course syllabus regarding clinical and class attendance.

Missed clinical days cannot be "made up." If a student misses a clinical day, the faculty member will take the absence under consideration to determine whether the student will be able to fulfill all stated objectives. If student presents medical documentation of an absence, it must contain official office stamp, written on official office stationary or Prescription, and given to faculty within three (3) business days of the absence. Thirty (30) points will be deducted from the student's clinical evaluation for each absence.

Accidents/Injuries
If an accident or injury occurs while the student is in the clinical area, the student is responsible for following up on the necessary medical care. Faculty are to follow the clinical agency's procedure for employee/student injuries, such as an incident report, emergency room treatment, etc. The Program Chair and Director of Clinical Education must be notified, and NWCHNS clinical incident/bloodborne pathogen exposure procedure must be followed. https://cnhs.fiu.edu/resources/students/clinicals-fieldwork/index.html - NWCNHS Bloodborne Exposure Procedure

Illness
If a student needs health care and/or is at risk to others, the faculty member must determine appropriate action based on the individual circumstances and make the proper referrals. Health care alternatives are treatment at the nearest walk-in facility, the FIU Student Health Clinic, or a private physician. Students who are ill must deliver medical clearance documents with no restrictions to the Director of Clinical Education and faculty before clinical can resume.

RN-BSN and RN-BSN/MSN students who are ill and unable to be in the clinical site on the assigned day are expected to contact the preceptor and the clinical faculty member prior to the assigned time of reporting. The student is then expected to meet with the preceptor and the faculty member to plan an appropriate make up assignment. Students failing to complete the assigned hours will receive a grade of "F" for the course.

Tardiness in the clinical area is an unprofessional behavior and will not be tolerated. If a tardy cannot be prevented, the student is expected to notify the preceptor and the faculty member.

Nursing Skill Deficiencies
If the clinical faculty member identifies that a student is deficient in a specific skill, notification will be completed and given to the student. The student must contact the Coordinator of the STAR (Simulation Teaching and Research) Center to set up an appointment to work on the deficient skill. Practice and review must be completed within one week.

General Expenses
Expenses are incurred by all FIU students; however, undergraduate nursing students have some additional expenses, such as smart phones, personal computer with video/audio capability (which is strongly recommended for remote learning and for some virtual exercises), laboratory fees, uniform, stethoscope, penlight, watch with second hand, bandage scissors, name badge, goggles, personal audio plug-in (earphones) for the computer, transportation, CPR certification, health screenings (including immunizations) and health insurance. These requirements not only protect students, staff, and patients, but also assist students in developing professional responsibility and accountability.

CPR Certification. All students must have the current BLS CPR certification from American Heart Association before entering the clinical areas. College nursing personnel may be able to schedule a CPR certification class at the STAR Center for students. However, if a certification class cannot be scheduled (or a student cannot attend the class), the student is responsible for obtaining AHA BLS CPR certification in the community. CPR certification renewals are the responsibility of the student.

Immunizations/Health Screening Requirements. Periodically, all students must obtain specific immunizations, health screening tests, and background screening (such as TB tests, drug testing, fingerprints, and titers). The requirements are subject to change, depending upon current knowledge and practices relating to health care. Students should review the Complio website for the most updated information. *Please refer to Appendix 3: Faculty, staff, and students must adhere to Drug-Free Campus/Workplace Drug and Alcohol Abuse Prevention Procedure #1705.002 found at: https://policies.fiu.edu/files/754.pdf*

Major Medical/Hospitalization Insurance. All students registered in clinical nursing courses must have major medical/hospitalization insurance (student health fees cover only routine health services).
The College is required to send reports of immunizations and health-screening tests to clinical agencies where students will practice, and these tests must reach the clinical agency before the student is allowed to practice. If a requirement is due to expire during the upcoming semester, students must renew the requirement and upload it to Complio 3 weeks prior to the beginning of the semester. In addition, students must purchase NWCNHS approved goggles for eye protection. Students who do not have current and reported CPR certifications, immunizations, health screening tests, and health insurance will not be allowed in the clinical areas and may be dropped from the course. Clinical absences can impact fulfillment of the clinical course objectives.

RN-BSN and RN-BSN/MSN students must meet all clinical agency/site requirements. Clinical clearance MUST reflect that all clinical clearance items will be valid through the entire semester. In addition, they must purchase and/or show proof of professional liability insurance before registering for clinical courses.

Background Checks
All students must submit information for background screening as a requirement for clinical placement at health care facilities through Complio. Note: students who are younger than 21 years old by graduation and have never been employed in the United States do NOT need to complete the employment verification. Findings in background checks and drug screening may affect a student's ability to participate in clinical experiences, complete the program, and/or obtain a registered nurse licensure. In addition,
FIU's policies and procedures related to substance abuse may be affected.

Students with an arrest history must disclose such history to the Chair of the NWCNHS Undergraduate Nursing Programs who will inform the Board of Nursing. Students must disclose arrests made before and after admission to the NWCNHS Chair or designee in writing. Background checks are performed by the State on application for licensure and advanced certification and during the nursing program by clinical agencies. Failure to disclose can result in refusal of clinical agencies to host a student and a required appearance before the Board of Nursing and a significant delay (or possible denial) of a nursing license or advanced certification.

CLINICAL DRESS GUIDELINES

Uniform Purchase
Uniforms will be worn in all clinical facilities, including the STAR Center, with variations as noted below. The official pre-licensure BSN nursing uniform must be purchased through the approved NWCNHS retail store or FIU bookstores.

Equipment
All students are to carry bandage scissors, a personal stethoscope, a penlight, watch with a second hand, and NWCNHS approved goggles, face shields, and/or eye protection to clinical practice areas. Students are also encouraged to purchase personal audio plug-in (earphones) for the computer.

Cell Phones are absolutely not permitted in any psychosocial nursing clinical area and in common patients' areas.

Identification Name Badge
The NWCNHS (Panther one card picture ID) must be worn by all students in any clinical experience, even if the agency provides another ID (then the student will wear both). The student can place his/her Panther one card picture ID in a plastic sleeve and pin the plastic sleeve to the uniform. If a student does not display an ID on their uniform, the student may be asked to leave the clinical area. Students who are participating in experiences

where the uniform is not worn must identify themselves immediately as an FIU nursing student to other professionals working in the area.

NWCNHS Uniform Patch
The NWCNHS patch is to be worn by all pre-licensure BSN students in official uniform. It must be securely attached 2 1/2 inches below the shoulder seam on the left sleeve of lab coat and on the anterior top left pocket of navy scrub top.

Uniform-General Guidelines
Clinical faculty members have the right to approve the uniform. If the faculty member finds any part of the uniform unacceptable, the nursing student may be asked to leave the clinical area. Clinical agencies also have the right to refuse the placement of a student who is inappropriately attired or who exhibits inappropriate behavior.

All students are to wear (except in community health and psychosocial nursing): navy blue scrub top; navy blue scrub pants; regulation white uniform shoes (which are to be kept polished) or all white, all leather athletic shows with no ventilation holes. Shoes must be clean, and uniforms must be clean and pressed. A plain white or navy surgical covering and/or a plain white or navy long sleeve cotton undershirt may be worn under the navy scrub top.

All students are to purchase a white lab coat with NWCNHS uniform patch to left sleeve to be worn whenever representing the Nicole Wertheim College of Nursing and Health Sciences in community settings.

Permissible jewelry includes only a sweep-second hand watch and an engagement ring and/or wedding band; students with pierced ears may wear a single pair of gold, silver, blue, or white stud earrings (no hoops or dangles). Other body piercing that can be seen while in uniform is not permitted (i.e., eyebrow, lip, nose, ear pinna, industrial piercing ear bars, etc.). Visible tattoos are not permitted and must be covered by appropriate uniform coverings.

Meticulous personal hygiene is mandatory. Hair must be neat, out of the face and above the uniform collar; long hair must be pinned up; facial hair must be trimmed low and close to the face and neat. Hair must be a "natural" color. Colors such as neon, pink, green, etc. are not permitted.

Fingernails must be short (no longer than 3 mm length); only clear, unchipped nail polish is acceptable. For infection control purposes, artificial nails (any materials added to the natural nails to strengthen and/or lengthen the wearer's own nails, including gel or acrylic overlays) are not permitted. Nail piercing, and nail jewelry are not permitted. Makeup should be minimal. Colognes, perfumes, and after-shave lotions are not permitted.

Sportswear is not acceptable in any clinical areas and STAR Center: no shorts, jeans or denim skirts, culottes/skorts, T- shirts, tank tops, or sleeveless blouses/shirts. Required shoes: white leather, low-heeled, closed toe and heel.

RN-BSN and RN-BSN/MSN students are expected to wear the appropriate attire for the clinical sites in their clinical courses. (The clinical agency may specify uniform). If there is no agency uniform requirement, the student may wear a white nursing uniform or a white laboratory coat over professional street clothes (no blue jeans, shorts, tank tops, or other non-professional attire).

For Client Assessment (NUR 3066C), the student is required to have a personal stethoscope, watch with second hand, and pen light. Additional assessment equipment such as ophthalmoscope/otoscope is optional.

RN-BSN students must wear the NWCNHS (Panther One Card picture ID) in any clinical experience, even if the agency provides another ID in which case, the student will wear both. Information about the Panther One Card for on-line students can be found at the following link: https://onecard.fiu.edu/

Psychosocial Nursing
In the clinical area sensible taste--specifically, no "seductive" clothing--is mandatory. According to agency procedure, students may be expected to wear the NWCNHS scrub uniform or ordinary street clothes. In the event skirts/dresses are worn, they must be knee-length.

Community Health Nursing
Students are to wear the clinical scrub uniform or professional attire as appropriate for the clinical site or as requested by the agency.

GRADUATION PROCEDURES AND GUIDELINES

Eligibility
To be eligible for the Bachelor of Science in Nursing (BSN), the student must satisfactorily complete all courses required by the College, University, and the State University System.

The RN-BSN and RN-BSN/MSN student must earn at least 120 credit hours, 60 of which must be at the upper division (3000 level or above). RN-BSN and RN-BSN/MSN students are eligible for honors distinction at graduation.

FIU Honors
See the FIU Catalog for required number of semester hours and GPA for Summa Cum Laude, Magna Cum Laude, and Cum Laude.

Nursing Honors
Pi Alpha is the NWCNHS Chapter of Sigma Theta Tau International, Honor Society of Nursing. Students who are eligible will receive an invitation to become a member during the final semester of their program.

Application for Graduation
The student must submit an online Application for Graduation to the Office of the Registrar. The application for graduation is submitted by the deadline during the beginning of the final semester of studies. Students who do not graduate during that semester must re-submit an Application for Graduation for the semester in which they plan to graduate. Veterans should identify themselves during cap and gown purchase in order to obtain the veterans cap cord. *See the* Academic Year Calendar for deadline (https://onestop.fiu.edu/academic-calendar/).

Graduation Activities
In the semester that students graduate they are invited to participate in University and College graduation activities. The Pinning Ceremony will take place prior to commencement. Pins can be purchased during the semester that students are graduating if desired. The pin must be purchased in order to participate in the Pinning Ceremony.

STATE BOARD OF NURSING LICENSURE APPLICATION

Eligibility
Upon satisfactory completion of the nursing program, the pre-licensure BSN graduate will be awarded the BSN degree and will be eligible to take the NCLEX examination for state licensure as a registered nurse (RN). To apply for licensure, the student must have successfully completed the course work in nursing and required prerequisites, including general education requirements. Application takes place at the conclusion of the final semester of studies.

Students with an arrest history must disclose such history to the Board of Nursing. Students must disclose arrests made before and after admission to the NWCNHS. Background checks are performed by the State on application for licensure. Failure to disclose can result in a required appearance before the Board of Nursing with a significant delay (or possible denial) of a nursing license.

Application Procedure
Once the student is notified that the FBON has received the school NCLEX list, the student must complete an application on the Florida Board of Nursing (FBON) website. The student must also complete a PearsonVUE

application form and submit both forms electronically, with required fees, to the State Board of Nursing. The students must also be fingerprinted through a FBON approved LifeScan site.

1. Request that a university transcript be mailed from the Office of the Registrar to the Board of Nursing (a transcript request form can be obtained from the Office of the Registrar).
2. The Dean of the NWCNHS, or designee, will submit a list of eligible students to the Florida Board of Nursing (FBON) as soon as it is assured that the student will graduate.
3. The FBON will send a confirmation email, Appointment to Test (ATT) to which allows the student to make an appointment to take the examination. When the student graduate passes the licensure examination, a license number will be issued, and the graduate will officially be a Registered Nurse.

Table 1. Professional Communication Pathway

Instructions: It is essential to maintain professionalism, professional communication, adhere to communication timelines and follow specific guidelines throughout the pathway. Concerns will be escalated systematically to ensure a timely and effective resolution. Be mindful resolution timeframe will correlate with the extent of the concern presented.

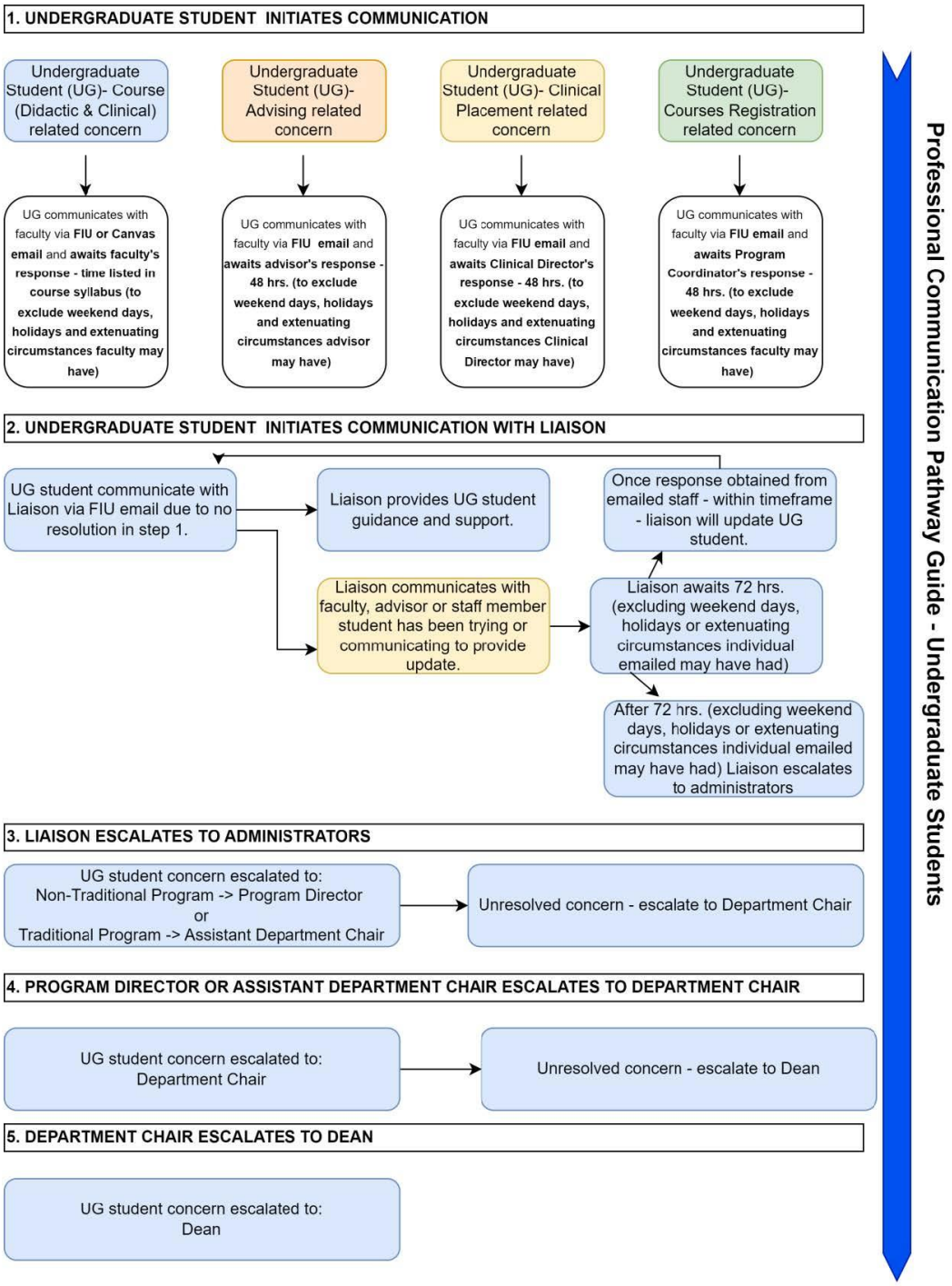

Table 2. Remediation Plan/Contract

Undergraduate Nursing Department Exit Exam
Remediation Plan & Contract
NUR 4940 – Senior Synthesis

All pre-licensure BSN Programs require students to pass a Nursing Synthesis (Exit) Examination during the last semester as a prerequisite to the BSN degree. The exam will be given as part of the requirement for the Senior Synthesis Course NUR 4940. Passing the Assessment Technologies Institute, L.L.C (ATI) Exit Examination at a 90% or higher is a requirement for graduation and is non-negotiable. Please see below steps towards completing the required ATI Exit Exam.

Step I
Register for NUR 4940 – Senior Synthesis course with ATI Exit study preparation and resources.

Step II
Take ATI Comprehensive Predictor Assessment Practice A with a minimum one (1) hour Focus Review remediation session.

Step III
Take ATI Comprehensive Predictor Assessment Practice B with a minimum one (1) hour Focus Review remediation session.

Step IV
Take ATI Comprehensive Predictor Assessment with a minimum one (1) hour Focus Review remediation session.

~If the student is successful on the ATI Comprehensive Predictor Assessment (first attempt) with a 90% or higher, then they have successfully completed the course.

~If the student is not successful on the Comprehensive Predictor Assessment (first attempt) with a 90% or higher, then the student must repeat the ATI Exit Exam.*

*The student must complete all remediation Active Learning Templates or three (3) Critical Points assignment, including all Post Exam Quizzes if scores are lower than 75%.

Step V
Re-take ATI Comprehensive Predictor Assessment (second attempt) with a minimum one (1) hour Focus Review remediation session.

~If the student is successful on the repeat ATI Comprehensive Predictor Assessment with a 90% or higher, then they have successfully completed the course.

~If the student is not successful on the Comprehensive Predictor Assessment with a 90% or higher, then the student must repeat NUR 4940 – Senior Synthesis course at the next available course offering. The student must take an independent NCLEX Review course (at the student's expense) and present the "certificate of completion" before retaking the course. Please refer to the Undergraduate Nursing Student Handbook.

Students who must repeat NUR 4940 – Senior Synthesis, will repeat Steps I through V. If the student is not successful in the repeat course and on the second ATI Comprehensive Predictor Assessment, then the student will fail NUR 4940 – Senior Synthesis for the second time and will be dismissed from the Undergraduate Nursing Program. Please refer to the Undergraduate Nursing Student Handbook.

Faculty:_____ Date: _____

Student:_____ Date: _____

Program Director:_____ Date: _____

Undergraduate Nursing Vice-Chair:_____ Date: _____

Undergraduate Nursing Chair:_____ Date: _____

Undergraduate Nursing Academic Advisor:_____ Date: _____

Appendix 1. Standards of Professional Behavior Procedure

TITLE: STANDARDS OF PROFESSIONAL BEHAVIOR PROCEDURE

STANDARDS OF PROCEDURE: The Nicole Wertheim College of Nursing and Health Sciences (NWCNHS) will specify specific requirements, student responsibilities and recommended guidelines regarding standards of professional behavior across all nursing and health sciences programs within the college.

RATIONALE: Standards of Professional Behavior and Conduct Students in nursing and other health professions curricula are held to standards of conduct that both differ from and exceed those usually expected of university students. Consequently, NWCNHS students are required to demonstrate clinical competency, including reasonable skill, safe practice, and professional behavior at all times, in the care of clients and clinical rotation/field experience interactions.

PROCEDURE: Students may be removed from program experiences at any time for unsafe or unprofessional behavior. Further, students are required to adhere to the standards of acceptable conduct outlined in their respective professional association code of ethics and state of Florida professional regulations. Students can be removed from the nursing or health sciences program of study and/or any college affiliate clinical site or organizations based on violation of professional conduct.

NWCNHS students are held to the basic expectations for personal and professional behavior that all members of the FIU community should follow. Especially when faced with a difficult situation or decision, consider and apply the university's core values of civility, respect, and integrity.

Breaches of conduct are reviewed and processed by the program chair referred to the Office for Student Conduct and Academic Integrity in accordance with the procedures outlined in the FIU Student Handbook. Resolutions of presented violations may include dismissal from the program.

Academic honesty and integrity are fundamental values that the Nicole Wertheim College of Nursing and Health Sciences upholds. Any incident of academic misconduct will be handled according to the guidelines of the FIU Office of Student Conduct and Academic Integrity. Additionally, any individual who is aware of violations of the Honor code is bound by honor to report the incidence or violation to the respective administration.

Appendix 2. Student Social Media Use Procedure

TITLE: STUDENT SOCIAL MEDIA USE PROCEDURE

PROCEDURE: The Nicole Wertheim College of Nursing and Health Sciences will specify specific requirements, student responsibilities and recommended guidelines regarding the use of social media and web-based network platforms.

RATIONALE: The Nicole Wertheim College of Nursing and Health Sciences recognizes that social media and web-based network platforms and applications including, but not limited to, Facebook, Instagram and Twitter, are an important and timely means of communication. However, students who use these social media sites and applications must be aware of the critical importance of limiting the use of these sites and privatizing the settings of these sites and applications so that only trustworthy “friends” have access to the sites. Students must also be aware that posting certain information is illegal. Violation of existing statutes and administrative regulations may expose the offender to criminal and civil liability, and the punishment for violations may include fines and imprisonment. Offenders also may be subject to adverse academic actions that range from a written of reprimand to dismissal from the program and expulsion from the university.

PROCEDURE: When using these social networking sites, FIU students in the Nicole Wertheim College of Nursing and Health Sciences are expected to conduct themselves in a mature, responsible, and professional manner. Discourse should always be civil, respectful, and in accordance with University Regulations. Student behavior should be in accordance with FIU's values and are bound by FIU-2501 Student Conduct and Honor Code.

Enrolled students represent the Nicole Wertheim College of Nursing and Health Sciences and Florida International University as a healthcare professional. With regard to Social Media, personal posts on any and all social media platforms, which currently exist or will exist in the future, should be appropriate to your profession in healthcare, and not reflect adversely on the College of Nursing and Health Sciences or the University. Students who violate social media guidelines will be in violation of the FIU-2501 Student Conduct and Honor Code, Section 5-K-1 and may be subject to disciplinary action.

1. Students must NOT transmit or place online individually identifiable patient information; this includes photographs of any kind.
2. Students must observe ethically prescribed professional patient-healthcare provider boundaries.
3. Students should understand that patients, colleagues, institutions, and employers may view postings on personal accounts.
4. Students should take advantage of privacy settings and should seek to separate personal and professional information online.
5. Students should bring content that could harm a patient’s privacy, rights, or welfare to the attention of appropriate authorities.
6. Standards of professionalism are the same online as in any other circumstance. This includes postings regarding the University, the Nicole Wertheim College of Nursing and Health Sciences, faculty, staff, and peers.
7. Do not share or post information or photos gained through the healthcare provider-patient relationship.
8. Maintain professional boundaries in the use of electronic media. Online contact with patients blurs this boundary.
9. Do not make disparaging remarks about patients, clinical sites, clinical rotations or field experiences, employers, co-workers, and/or peers even if they are not identified.
10. Do not take photos or videos of patients or any clinical setting on personal devices, including cell phones.
11. Promptly report a breach of confidentiality or privacy.
12. If students choose to list an email address on a social networking site, they should use a personal email address (not their fiu.edu address) as their primary means of identification.
13. Students may not represent themselves as another person.
14. Students may not utilize Web sites and/or applications in a manner that interferes with their academic/clinical responsibilities.
15. The following actions are strongly discouraged:

a. Display of vulgar language.
b. Display of language or photographs that imply disrespect for any individual or group because of age, race, gender, ethnicity, or sexual orientation.
c. Presentation of photographs that may reasonably be interpreted as condoning irresponsible use of alcohol, substance abuse, or sexual promiscuity.

Appendix 3. Drug-Free Campus/Workplace Drug and Alcohol Abuse Prevention Procedure

TITLE: DRUG-FREE CAMPUS/WORKPLACE DRUG AND ALCOHOL ABUSE PREVENTION PROCEDURE

PROCEDURE: Faculty, staff, and students must adhere to Drug-Free Campus/Workplace Drug and Alcohol Abuse Prevention Procedure #1705.002 found at: https://policies.fiu.edu/files/754.pdf

RATIONALE: The NWCNHS addendum to FIU procedure #1705.002 covers all profession-related educational placements. The required Drug Screening Test will include screening for amphetamines, barbiturates, benzodiazepines, cocaine, marijuana/cannabis/CBD, methadone, opiates, phencyclidine, propoxyphene, and extended opiates (hydrocodone/hydromorphone/codeine/morphine), ecstasy, fentanyl, tramadol, and meperidine. Drug-screening tests are performed as needed and/ or required by college procedure, clinical sites, or when use or impairment is suspected.

PROCEDURE: Clinical locations may have policies that prohibit placement of a student for any clinical experience with a positive drug test, as listed above. Students must meet all clinical compliance requirements for each clinical site they are assigned to, which are, in general, the same requirements the sites have for their employees. Students must be clinically cleared and compliant with a negative drug-screening test, including medically prescribed marijuana, according to the clinical site's onboarding process and random drug testing.