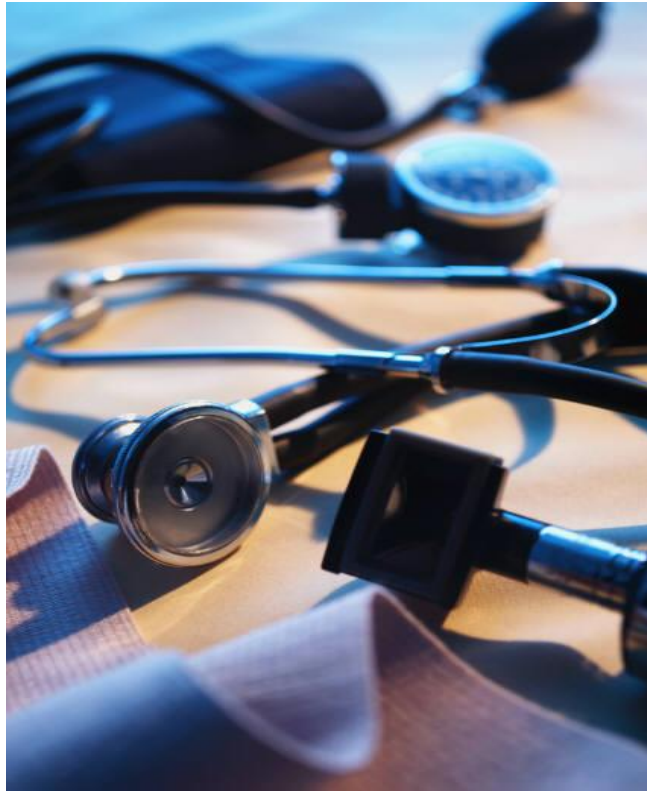


# TEXAS A&M UNIVERSITY COMMERCE



## **Bachelor of Science in Nursing Program**

### Student Guide 2020

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The *Texas A&M University-Commerce (A&M-Commerce) BSN Student Guide* contains information specific to the Nursing Department. It is not a compilation of the official rules, regulations, or policies of the A&M System or A&M-Commerce. All official rules, regulations, and policies are published in the *Texas A&M System Policies and Regulations*, the *A&M-Commerce Rules and Procedures*, the *A&M-Commerce Catalog*, and the *A&M-Commerce Student Guidebook*. You should familiarize yourself with your rights and responsibilities contained in the *Student Guidebook*.

Although the A&M-Commerce *BSN Student Guide* was compiled on the basis of the most current information available, the Nursing Department reserves the right to change any information in keeping with the policies and/or rules of the Department, the University, the TAMU System and/or the Texas Board of Nursing (BON). Should any changes be made, you will be bound by them.

You are advised to obtain current copies of the A&M-Commerce *Student Guidebook*, *Texas Statutes Regulating the Practice of Nursing*, and *Publication Manual of the American Psychological Association*. You also are advised to check your course information, bulletin boards, and/or Web pages for pertinent information.

Students with documented disabilities who plan to attend BSN classes and who may need auxiliary aids or services, such as interpreters or readers (large print), are asked to contact the Office of Student Disability Resources and Services located in Gee Library Room 162, phone 903-886-5150, or [StudentDisabilityServices@tamuc.edu](mailto:StudentDisabilityServices@tamuc.edu). You also must inform your BSN faculty of any special needs.

## **NURSING DEPARTMENT MISSION**

The mission of the Nursing Department subscribes to the mission of the University and the College of Education and Human Services. The Nursing Department facilitates the development of safe, competent practitioners with critical thinking skills to meet the diverse and evolving health care needs of individuals, families, groups, and communities.

## **BSN PROGRAM PHILOSOPHY**

Nursing is a holistic, interpersonal caring process guided by a theoretical base. The nursing program is designed to prepare graduates at a high level of competency for beginning positions in culturally diverse health care settings. Graduates will be generalists who can demonstrate caring behaviors in the provision of nursing care within the context of the nursing process of assessment, planning, intervention, and evaluation for actual and potential health needs for individuals, families, groups, and communities. The concepts of critical thinking, life-long learning, and professionalism are interwoven throughout the curriculum.

Critical thinking is the identification and evaluation of evidence to guide decision making. Critical thinking is foundational to the nursing process. Students, as beginners in the critical thinking process, learn to apply the steps and concepts that lay the foundation for sound decision making. Graduates, as critical thinkers, are expected to integrate knowledge from the arts and sciences, nursing theory, and research as well as to act on that knowledge to deliberately and rationally make decisions.

Learning is a continuous life long process and personal responsibility. The nursing program endeavors to create a learning environment that is flexible and intellectually stimulating, encourages scholarship and promotes self-directed learning. Student learning is built upon an existing knowledge base and is directed toward socialization into the practice of professional nursing and the health sciences. Graduates are expected to continue their educational process either formally or informally, including graduate study.

A profession is a calling characterized by the continuing pursuit of knowledge, a sense of responsibility for human concerns, preparation through higher education, peer accountability, autonomy, and altruism. Professionalism is the demonstration of the conduct, aims, or qualities that characterize or make a profession. In nursing, professional role development is the identification and enactment of functions of a professional nurse: provider, coordinator, and advocate of care. All professional nurses must display characteristics of leadership and engage in leading and managing activities, either at the bedside or in other positions of responsibility within organizations and communities. Professional nurses show responsibility for their own behavior and the consequence of that behavior. They practice according to societal expectations, professional standards of practice, and the legal parameters of licensure. Students, guided by the nursing process, are prepared to function as accountable professionals with the potential to develop within the dynamic role of the nurse. Graduates are expected to be committed to the profession of nursing and the promotion of professional nursing standards.

## **STUDENT LEARNING OUTCOMES**

The program graduate will be able to:

1. Perform health protection and promotion, risk reduction, disease prevention, illness care, rehabilitation, and end of life care as an advocate and advisor within an evidence-based framework in a variety of rural settings.
2. Synthesize knowledge, skills, and technology from the established practice and science of nursing, the biological sciences, and the humanities in the care of clients.
3. Demonstrate sensitivity to clients with diverse personal, socio-cultural, and environmental characteristics.
4. Use effective communication skills and information technology to convey interpersonal and health care information.
5. Demonstrate activities that promote self-awareness, self-growth, professional role development, ethical accountability, and legal responsibility in the practice of nursing.

# STUDENT POLICIES

## Pandemic Response

**“A&M-Commerce requires the use of face-coverings in all instructional and research classrooms/laboratories. Exceptions may be made by faculty where warranted. Faculty have management over their classrooms. Students not using face-coverings can be required to leave class. Repetitive refusal to comply can be reported to the Office of Students’ Rights and Responsibilities as a violation of the student Code of Conduct.”**

**“Students should not attend class when ill or after exposure to anyone with a communicable illness. Communicate such instances directly with your instructor. Faculty will work to support the student getting access to missed content or completing missed assignments.”**

### Exposure to Rapidly Communicable Illnesses

This policy is intended to provide the guidelines for students who are potentially/positively exposed to any rapidly communicable illnesses or test positive for rapidly communicable illnesses.

Definition:

- **Rapidly communicable illnesses** - A *communicable disease* that can spread *rapidly* from person to person through direct contact (touching a person who has the infection), indirect contact (touching a contaminated object), or droplet contact (inhaling droplets made when a person who has the infection coughs, sneezes, or talks). Examples: 2019-nCoV (COVID-19), Ebola, Flu (Influenza), Hantavirus.
- **A potential exposure** means being a household contact or having close contact within 6 feet of an individual with confirmed or suspected communicable disease.

Policy

1. Students are not allowed on campus or in clinical if symptomatic of illness or if tests positive for a rapidly communicable illness.
2. Students who test positive for any rapidly communicable illness must submit a letter from their healthcare provider stating when they may return to school/clinical.
3. Students will follow the clinical facilities’ Infectious diseases (rapidly communicable illness) policies.
4. Regarding COVID-19, TAMUC Nursing Department will follow the current CDC Guidelines for all students who
  - travel to “Warning Level 3” areas, areas designated by Texas Mandates OR Cruise
  - are possibly/positively exposed to COVID-19
  - have a positive COVID-19 screening or test

Faculty will refer students who have a positive COVID-19 screening to Student Health Services or their primary care provider (PCP) for further evaluation (See 2. above).

5. Falsification of screening will be a violation of the Student Performance Behaviors Policy.

## Admission

### Prelicensure BSN Admission Requirements

1. Meet unconditionally A&M-Commerce admission requirements and Nursing Department essential eligibility requirements.
2. Have a minimum 2.5 overall grade point average (GPA) on a 4.0 scale.
3. Complete Anatomy & Physiology I & II, Chemistry, Microbiology, Statistics, and Human Development (Lifespan) courses with a grade of “B” or better in each. These courses must be complete at the time of application. For repeated courses, the latest grade will be utilized.
4. Take the HESI Admission Assessment Exam (HESI A<sub>2</sub>) prior to application. A composite score of 75% in the following components is the minimum acceptable score: Reading Comprehension, Vocabulary and General Knowledge, and Grammar.

The Learning Style and Personality Profile components must be taken, but are not included in application scoring. The HESI A<sub>2</sub> is available through the A&M-Commerce Student Testing Center and may be repeated only one time for each admission cycle. The most recent score will be utilized. Scores must be less than two (2) years old

6. International students will have additional requirements (See International Student information section).
7. Submit application by the published deadline.

Students in the first semester of the BSN nursing program are conditionally accepted. Once a student has been notified of conditional admission, the student must:

8. Provide proof of current certification in Cardiopulmonary Resuscitation (CPR) for Health Care Providers through the American Heart Association.
9. Provide documentation verifying the absence of active tuberculosis.
10. Provide documentation verifying current immunization or immunity status for hepatitis B, measles, mumps, rubella, tetanus/diphtheria/pertussis, and varicella.
11. Complete a negative drug screen from a Nursing Program approved provider.
12. Obtain a criminal background check through the Texas Board of Nursing (BON). Students must submit one of the following:
  - a. Blue card indicating a clear background check
  - b. Letter from the BON stating that the student is eligible to sit for the NCCLEX-RN licensure examination
13. Complete all first semester courses with a grade of “C” or better. Failure of one or more courses in the first semester will result in the student being dismissed from the Nursing



Program.

Successful completion of these activities will allow the student to be given full admission status by the Student Development Committee.

### RN to BSN Admission Requirements

Meet unconditionally A&M-Commerce admission requirements and Nursing Department essential eligibility requirements.

1. A current, unrestricted license to practice as a Registered Nurse in the State of Texas.
2. Up to date immunizations as designated by the Nursing Department.
3. Completion of at least 75% of A&M-Commerce Core Curriculum and nursing support courses with a GPA of at least 2.5 on a 4-point scale.
4. Minimum GPA of 2.5 in previous nursing courses.
5. Any nursing course with an earned grade of “D” will not be accepted for transfer credit.
6. International students with a native/first language other than English are required to meet the International Student policy requirements.
7. Application to and acceptance by the Student Development Committee of the Nursing Department.
8. RNs who have not been in clinical practice for 12 months prior to admission to the RN-to-BSN Program may be required to undergo competency testing.

Applicants are reviewed by the Student Development Committee and evaluated individually and holistically, not allowing any single attribute to be the determining attribute in the admission decision. The RN to BSN curriculum must be completed within 3 years. Students may appeal special circumstances to the Student Development Committee.

### Essential Eligibility Requirements

The following table illustrates the essential eligibility requirements for participation in the Nursing Department and examples of necessary activities (not all-inclusive), which should be used to assist each applicant in determining whether accommodations or modifications are necessary.

<b>Essential Functions</b>	<b>Examples of Necessary Activities</b>
Critical thinking abilities sufficient for clinical judgment.	Identify cause/effect relationships in clinical situations; develop nursing care plans.
Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds	Establish rapport with patients/clients and colleagues.
Communication abilities sufficient for interaction with others in verbal and written form	Explain treatment procedures, initiate health teaching, document, and interpret nursing actions and patient/client responses.

Abilities sufficient to move from room to room and to maneuver in small places	Move around in patients' rooms, workspaces, treatment areas, and administer cardio-pulmonary procedures.
Abilities sufficient to provide safe and effective nursing care	Calibrate and use equipment; position patients/clients.
Abilities sufficient to monitor and assess health needs	Ability to hear monitor alarms, emergency signals, all auscultatory sounds, and cries for help
Abilities sufficient for observation and assessment necessary in nursing care	Observe patient/client responses.
Abilities sufficient for physical assessment	Perform palpation, auscultation, percussion, and observational functions of physical examination and/or those related to therapeutic intervention, e.g., insertion of a catheter.

ADA guidelines apply to all qualified disabled persons. A qualified disabled person is a person with a disability who, with or without reasonable modifications to rules, policies, or practices, the removal of architectural, communication, or transportation barriers, or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services, or the participation in programs or activities provided by a public entity **and** who can perform the “**essential functions**” of the position. For further information, contact the Office of Student Disability Resources and Services.

### International Students

As an applicant, you must be adequately proficient in English to pursue a course of study at the university. A score of at least 550 paper-based, 213 computer-based or 79 internet-based on the Test of English as a Foreign Language (TOEFL) and an official report of these scores must be submitted to the Office Undergraduate Admissions prior to admission. Please keep in mind that Education Testing Service (ETS) will not release scores that are older than two (2) years.

### **Undergraduate Exemptions:**

- Students who have completed Eng 1301 and Eng 1302, at a U.S. institution, with a grade of “C” or better. Students may provide a certified older score if they have been continuously studying at a U.S. college or university.
- Students who have successfully completed the Texas International Education Consortium (TIEP's) advanced-level program as defined in the information provided by TIEP and who are seeking admissions to our campus.
- Students who have completed a minimum of one year of study in a Texas public high school with the completion of English III or English IV (including Advance Placement/AP) with a grade of “B” or better.
- Students who are citizens of Australia, New Zealand, the British Virgin Island, Jamaica, United Kingdom, Ireland, Antigua, Northern Ireland, Scotland, South Africa, St. Lucia, Wales, Bahamas, Barbados, Switzerland and Canada (excluding French-speaking Quebec). Proof of citizenship must be provided such as birth certificate or passport.
- Students who have one of the following tests and scores:  
CAE: B or Higher

CPE: C or Higher  
AT II E: 968 or Higher  
IELTS: Overall band 6.0 or Higher  
SAT Verbal: 500 or Higher  
ACT Verbal: 19 or Higher

- Students who have obtained one of the following foreign high school diplomas/tests/scores:

GCE, GCSE, IGCSE: C or higher in English Language  
WASC, KCSE, SSCE or equivalent national exams: C or higher in English Language IB (International Baccalaureate): Grade 4 or higher in English subject  
(<https://new.tamuc.edu/admissions/howto/?level=freshman&stage=interested&interests=international&ab=y#tamuc-section-25645>).

### Immunization Information

*Tetanus, Diphtheria, Pertussis (Tdap)*- Adults aged 19--64 years must receive a single dose of Tdap to replace tetanus and diphtheria toxoids vaccine (Td) for booster immunization against tetanus, diphtheria, and pertussis if they have not previously received Tdap. Thereafter, a Td booster is required every 10 years.

Documentation of the correct vaccine is imperative. Tdap vaccine is not the same as Dtap or DTaP. Tdap is the adult version; Dtap & DTaP are the children's versions. Documentation of Dtap or DTaP will not be accepted to meet the Tdap requirement.

*Measles, Mumps, Rubella*- Documentation of completion of the 2-dose series of MMR is required. If the series is greater than 10 years old, the complete series must be repeated.

*Hepatitis B*- Complete a 3-dose series of hepatitis B vaccine. The second dose should be administered 1 month after the first dose; the third dose should be given at least 2 months after the second dose (and at least 4 months after the first dose). Students will not be allowed in clinical without at least beginning the series.

Students who need to receive the Hep B vaccine should consider receiving the vaccine on the accelerated schedule in order to be completed by the start of clinical experience.

Accelerated vaccination schedule: second dose 4 weeks after the first dose, third dose 8 weeks after the second dose.

*Varicella (Chicken Pox)* - Documentation of completion of the 2-dose series of varicella is required. If the series is greater than 10 years old, the series must be repeated.

*Tuberculin Skin Test (TST)* - A Two-Step Tuberculin Skin Test is required upon initial testing. The Center for Disease Control and Prevention recommends the first test be administered and then evaluated (read) 48-72 hours later, no earlier and no later. A minimum of 7 days after the administration of the first test, the second test can be administered. The second test is evaluated 48-72 hours later. Thereafter, the TST must remain current. A TST is considered current if no more than 365 days have elapsed since the administration of the test. For a two-step TST, the 365 days time interval starts the day the second test is administered.

A TB blood test (IGRA) or quantiferon TB test may be submitted in place of the TB skin tests. The TB blood test must be repeated yearly. If a student has received one negative TB skin test, they may substitute a TB blood test for the 2<sup>nd</sup> TB skin test for the 2-step.

A student with a recent or historical positive TST must have a 2-view chest x-ray report (no older than 2 years) from the evaluating healthcare provider indicating there is no active pulmonary disease present. This student is exempt from further TST but is required to complete the 'Tuberculosis Symptoms Questionnaire' annually while enrolled in Texas A&M University-Commerce Nursing Program.

*All TST documents must contain the date administered, date read (48-72 hours after administered), results (e.g., negative), and millimeters of induration, even if that is zero (0). The signature of the person administering the test and the person reading the results are also required.*

*Flu Shot-* Students must receive a yearly flu shot in September. The deadline for receiving the injection is October 1. The form must indicate student name, vaccine, dose, site of administration, initials/signature of individual administering vaccine, and date of administration.

**Records that are acceptable as proof of documentation:**

- Vaccine records from a physician's office, clinic, or health department
  - Must be signed by the physician or the person who administered the vaccine
  - Must include the date of administration; an example is Childhood Immunization Record (e.g., Shot Record)
  - Must be an official vaccine documentation form on agency letterhead

**Records that are NOT acceptable as proof of documentation:**

- A university or high school transcript with immunization information
- A cash register receipt for a vaccination

**Criminal Background Check**

Upon application to the nursing program, the student's name will be submitted to the Texas Board of Nursing (TBON). The TBON will require a criminal history from the Texas Department of Public Safety and the Federal Bureau of Investigations. (Section 301.252 (b) and Section 301.252 (e) of the Texas Occupations Code. Students will be notified by the TBON how to initiate the background check process. Students with outstanding eligibility issues that could prevent them from taking the NCLEX examination upon completion of the nursing program must complete a Declaratory Order application and send it to the TBON (See **Computerized Background Checks/Declaratory Order** below). The Declaratory Order process permits the Board to make decisions regarding an applicant's eligibility for licensure prior to entering or completing a nursing program. More information can be found at the Board of Nursing website [www.bon.state.tx.us](http://www.bon.state.tx.us).

In order to remain in the nursing program, students must submit proof of a clear criminal background check from the TBON or a letter that states the student is eligible without

stipulations to sit for the NCLEX-RN licensure exam upon graduation. A copy of the blue card (front and back) or a copy of the letter must be submitted before the start of the first semester of the program.

### Drug Screen

All admitted students will be required to pass a drug screen. Students must pay for this screening by the date established by the faculty. The actual screening will be conducted at a later date. Additional random screening at the students' expense may be scheduled by the faculty. "On the spot" random drug/alcohol screening may be requested by the faculty with cause as deemed necessary. Failure of any drug screening or refusal to test may result in dismissal from the program.

### Student Resources

Financial aid is available through the Financial Aid Office, which has information on the A&M-Commerce web site, including links to video instruction on applying for assistance. Information and applications for scholarships for which nursing students are eligible are also available through the Financial Aid Office and the Nursing Department.

The Mentor Center, located in the College of Education and Health Services, is available to provide information about financial aid, scholarships, registration, and other support for students in the College. Peer tutoring is also offered.

### **Advising Statement**

Before being accepted and entering the nursing program, undergraduate students may have been advised by a pre-nursing advisor. However, once admitted into nursing, the nursing faculty become the student's advisor. The nursing department subscribes firmly to the chain of command because, as nurses, that is how most employers will require you to resolve issues. If you have a problem with a course, you should contact your instructor, then the course coordinator, then the department head for nursing. Therefore, any advisement questions or any other concerns you have should first be discussed with your clinical or course instructor. She/he is your advisor for that semester.

### **Progression**

#### Progression Requirements:

1. Maintain a 2.0 GPA on a 4.0 scale.
2. Achieve a minimum of 75% in each required course.
3. Provide annual documentation verifying the absence of active pulmonary disease.
4. Provide proof of current certification in American Heart Association Basic Life Support.
5. Satisfactorily complete nursing clinical courses in the approved sequence.
6. Pass all junior year standardized assessment examinations before progressing

to senior level clinical courses.

## Grading

A letter grade of “C” is necessary in each required course in order to continue in the program. Any grade below “C” (i.e., “D” or “F”) is a failing grade. Clinical learning experiences are graded on a Pass/Fail basis. Students must pass clinical to pass the course. The program’s grading scale is:

A	90-100
B	80-89
C	75-79
D	60-74
F	below 60

Students must achieve a minimum average of 75% on all exams before any additional assignments can be included in the final grade.

## Rounding of Grades

The grade average of examinations and the final grade in a course will be rounded. Standard mathematical rounding requires at least a 0.50 to round the number up to the next whole number. For grades of 0.50 and up, they will be rounded up to the next whole number. For grades of 0.49 and below, they will be rounded down to the next whole number. For example 79.49 will round to 79.0, and 79.51 will round to 80.0. Rounding 74.49 up to 75.0 is double rounding and is mathematically incorrect and has been disallowed by United States Courts.

## Midterm Failures

Any student who is failing at midterm (academically, clinically, or both) must schedule an appointment with the course coordinator.

## Student Conduct Code

Students must adhere to standards of professional and academic conduct. Academic misconduct involves any activity that tends to compromise the academic integrity of the University, or subvert the educational process, including, but not limited to, cheating, plagiarism, falsifying data or academic records, misrepresenting facts and any act designed to give unfair academic advantage to the student or the attempt to commit such an act.

Students are responsible for their own academic honesty and for reporting violations of academic honesty by others. Student conduct rights, responsibilities, and disciplinary actions are discussed in the A&M-Commerce *Student Guidebook* and Code of Conduct.

<http://www.tamuc.edu/campuslife/campusServices/studentRights/Code%20of%20Conduct.aspx>

## HIPAA

The Health Insurance Portability and Accountability Act (HIPAA) of 1996 was instituted by Congress to amend the Internal Revenue Code of 1986 to improve portability and continuity of health insurance coverage in the group and individual markets, to combat waste, fraud, and abuse in health insurance and health care delivery, to promote the use of medical savings accounts, to improve access to long-term care services and coverage, to simplify the administration of health insurance, and for other purposes.

Under the privacy rules, all medical information and any other individually identifiable health information in any form, whether electronic, on paper, or oral, is considered protected health information (PHI). This includes any information related to the past, present, or future physical or mental health or condition of an individual. Individually identifiable health information is that which might identify someone such as, but not limited to, Address, Phone number, Email address, and Social Security Number.

Section 1177 (a) OFFENSE A person who knowingly and in violation of this part  
Uses or causes to be used a unique health identifier  
Obtains individually identifiable health information relating to an individual  
Discloses individually identifiable health information to another person is subject  
to punishment under the law.

***Patient confidentiality is taken very seriously in all clinical areas. Disclosure of patient information to any unauthorized individuals may be grounds for dismissal from the program and/or criminal action.***

Medical information about the student is personal. The Nursing Department is committed to protecting the privacy of medical information about each student. In an effort to provide the highest quality medical care and to comply with certain legal requirements, the Nursing Department will and is required to:

- a. Keep student medical information private.
- b. Provide students with a copy of this notice.
- c. Follow the terms of the notice.
- d. Notify students if unable to agree to a restriction that was requested.
- e. Accommodate reasonable requests to communicate health information by alternative means or at alternative locations.

The Nursing Department may use and disclose medical information about students to support training in the clinical agencies to which students will be assigned throughout clinical studies in the nursing program. These agencies require the Nursing Department to validate to them that each clinical student has completed the health screenings that they independently require. To protect student health information, the Nursing Department requires all clinical associations to appropriately safeguard health information.

## Social Media

The Nursing Department places a high priority on patient confidentiality. Any content that could harm the privacy, rights, or welfare of others or the University may not be posted on social media sites. Social media sites include but are not limited to Facebook, Twitter, Hi5, Last.FM, YouTube, and Flickr.

Ethically prescribed patient-nurse professional boundaries must be observed. Guidance should be obtained from the Nursing Department Chair before posting when content may violate these edicts. Suspected violations must be reported to the Nursing Department Chair. Students will provide the Nursing Department Chair access to relevant personal social media posts when requested to facilitate investigation of suspected violations. For students in violation of these edicts, the Student Performance Behaviors Policy will be applied.

### **6 Tips to Avoid Problems**

1. Remember that standards of professionalism are the same online as in any other circumstance.
2. Do not share or post information or photos gained through the nurse-patient relationship.
3. Maintain professional boundaries in the use of electronic media. Online contact with patients blurs this boundary.
4. Do not make disparaging remarks about patients, employers or co-workers, even if they are not identified.
5. Do not take photos or videos of patients on personal devices, including cell phones.
6. Promptly report a breach of confidentiality or privacy.

Source: American Nurses Association. (2011, September). Principles for social networking and the nurse.

## Classroom Behavior

Students must refrain from classroom distractions (e.g., talking to each other, eating, texting, using phones, entering late or moving excessively during class). Children are not allowed in the classroom at any time. Cell phones must be either turned off or placed on vibrate mode during class. Students causing distractions will be asked to leave the classroom and may be subject to disciplinary action.

### **Food and Beverages**

1. Beverages on the Nursing Floor:
  - Allowed in classroom areas (must have a lid); no drinks are allowed by Texas A&M University-Commerce computer property.
  - Only in designated areas in the Clinical Learning Center (Skills Labs/Assessment Lab/Sim Hospital).
  - Allowed in common areas, including lobby only
2. Consumption of food on the Nursing Floor:



- Not permitted in classrooms, unless for officially approved events
- Not permitted in the Clinical Learning Center (Skills Labs/Assessment Lab/Sim Hospital)
- Allowed in common areas, including lobby only

### Use of Electronic Devices

The use of any technology that degrades the learning environment, promotes dishonesty, or is used for illegal activities is prohibited. The use of electronic devices, including laptops and voice recorders, must be approved by the course faculty prior to class. Laptops not being used to take notes should be closed. The use of any unapproved electronic devices during a test/quiz or test/quiz review will result in the student receiving a zero for that test/quiz. Faculty may not be recorded, filmed, or taped without permission.

Students who use any unapproved electronic devices during an exam/test/quiz or exam/test/quiz review will be subject to the University's Undergraduate Academic Dishonesty procedure (13.99.99.R0.03).

### Medication Calculations

Medication Calculation content and quizzes will occur in the following nursing courses:

NURS 3620  
 NURS 3630  
 NURS 3531  
 NURS 4541  
 NURS 4650

1. A medication calculation quiz will be given in class (See syllabus). Students must receive a 100% on the quiz to administer medications.
2. In addition, to being unable to administer medications, students not receiving 100% on the medication calculation quiz will be required to complete remediation.
3. Scheduling of remediation is the student's responsibility. Students may remediate with their clinical faculty, course faculty, skills lab coordinator or with a tutor depending on availability. The student must email in advance to schedule remediation and receive a confirmation response.
4. The student will then receive weekly medication calculation exams until he/she achieves a 100% or reaches the fourth week of clinical.
5. Assigned exams will include 1-3 medication calculation questions. Students on remediation who receive 100% on the medication calculation questions during this time, will no longer have to complete remediation. Clinical faculty will be notified when the student may be assigned to administer medications.
6. Students unable to pass a medication calculation exam by the fourth week of clinical will be suspended from clinical for inability to meet minimum patient care safety requirements. Clinical hours missed during suspension must be made up before the semester's end.

7. During this time, it is the student's responsibility to set up and attend remediation. Additional medication calculation exams will be set up at the discretion of the course coordinator.
8. A student may miss no more than two clinical days due to suspension before failure of the clinical portion of the course. A student must make a 100% on the medication calculation exam during this time in order to pass the clinical portion of the course.

## General Testing Guidelines

### **Academic Integrity**

Students are expected to abide by the Texas A&M University-Commerce Code of Student Conduct and Nursing Department policies/procedures.

### **General Testing Procedures**

1. Students are ethically responsible for maintaining the integrity of the exam and of their test responses. (See Texas A&M University-Commerce Code of Student Conduct; Undergraduate Academic Dishonesty policy 13.99.99.RO.03; Graduate Student Academic Dishonesty policy 13.99.99.RO.10; Nursing Department BSN Student Guide; Student Performance and Behaviors Policy).
2. No electronic devices are allowed during testing.
3. The number of questions and the length of time allocated will be provided.

### **Testing Room Procedures**

1. Students must have their University student photo ID badge available in case requested by faculty.
2. No food or drinks are allowed by computers; all belongings must be placed at the front of the testing room prior to the testing session. Students are required to remove any caps and place them with their belongings at the front of the room. Students may use non-electronic earplugs to decrease distraction from extraneous noise.
3. No calculators, PDAs, or other electronic devices are allowed during testing. All electronic devices (e.g., watches, cell phones, tablets) must be set to the off position and placed at the front of the room. On-screen calculators are available if necessary; however, no programs/windows other than the required testing program (e.g., D2L) may be accessed while in the testing room.
4. Students will be seated as directed by proctors.
5. Proctors will provide the number of questions and the length of time allocated along with the exam code or password.
6. If in the rare case, a student needs to leave the testing room during an examination to go to the restroom, the student must minimize the testing window and give his/her scratch paper to a proctor and reclaim it when reentering. Only one student will be allowed to

leave the exam at a time. A proctor will accompany the student to the restroom and back during standardized testing (e.g., HESI/ATI exams).

7. Upon completion of testing, the student must exit the room and will not be allowed to reenter. Belongings may be claimed while exiting if the process is not a distraction to the students still testing.
8. Students will be given electronic notice when there are 10 minutes remaining in the testing period. At the end of the testing period, all remaining students will exit the testing area.
9. Students who have completed testing are not allowed to congregate around the computer lab/testing room but must exit the area to established waiting areas.

### **Punctuality**

Additional time will not be provided in the event of tardiness. If a student is 15 minutes late for an exam, the student will not be permitted to take the exam at that time and must report to the course coordinator. The course coordinator will review the situation with the student to determine if a make-up exam will be allowed.

### **Absence**

The number of absences from testing will be monitored throughout the program. If a pattern is identified, a student must meet with the Nursing Department director.

Students must notify the course faculty in advance when they will be absent from scheduled testing. Failure to do so will be considered unprofessional conduct (See BSN program policies regarding absences from Exams/Tests/Quizzes and Student Performance and Behaviors Policy).

### **Makeup**

Makeup exams/tests/quizzes are not guaranteed.

If a student misses scheduled testing and is permitted a makeup, he/she may be given an alternative form at the discretion of the faculty. Alternative forms may include fill-in-the-blank, short answer essay, mix and match, or multiple-multiple choice questions.

### **Absences from Exams/Tests/Quizzes**

Exam dates are listed in each course syllabus, and students are expected to be present for exams. In the event that students will be absent, they must notify their course instructor in advance. Failure to do so may result in the student receiving a zero for the missed exam or quiz. Should extenuating circumstances prevail, the student may request special consideration, which will be addressed on an individual basis. Makeup exams are not guaranteed.

## Standardized Assessment Examinations

All Nursing Students admitted to the A&M Commerce Nursing program will participate in standardized assessment testing. This program prepares students for the NCLEX-RN by systematically strengthening their knowledge base throughout their nursing education. As part of this program, nursing students are required to obtain an NCLEX review textbook that includes rationales for correct and incorrect answers. As part of specified nursing courses, all students will take a standardized assessment examination. Students are required to pass each examination at a predetermined benchmark score. If not, remediation and retesting are required. Students will take standardized subject assessment examinations in their Nursing Care of Adults I, Nursing Care of Parents/Newborns, Nursing Care of Children, Nursing Care of Mental Health Clients, and Nursing Care of Adults II courses. Extra credit points based on standardized assessment examination results may be given in the applicable course. These points are not added to the final grade unless the student meets an average of 75% or better on course examinations.

All junior-level standardized assessment examinations must be passed for the student to progress to the senior year. All senior-level subject examinations must be passed for the student to take the Standardized Exit Examination in the final semester.

All students in the traditional BSN program are to take a Standardized Exit Examination during their final semester in the nursing program. This examination will be part of the NURS 4162 course. Students must pass the examination at a predetermined benchmark to complete the course and be eligible for graduation. If not, remediation and retesting are required. The examination will be given early enough in the semester to allow for remediation and up to two retakes if necessary prior to the end of the semester.

### **Remediation Requirements**

If a student does not pass a Standardized Assessment Examination, they are required to undergo remediation. The student remediation plan is outlined in the student remediation plan form attached. A minimum of two weeks of remediation is required prior to retaking the examination.

If a student does not meet the benchmark score on the retake, they will have to complete further remediation and retake the examination (at a cost to the student) prior to completion of their junior or senior year as applicable.

For the Standardized Exit Examination, after retakes without obtaining the benchmark score by the end of the semester, a student will receive an incomplete grade in their NURS 4162 course. In addition, they are required to complete the following remediation: In consultation with the instructor, the student will be required to develop learning objectives to focus on areas needing remediation. The student will be required to purchase and complete an online or face-to-face NCLEX-RN review course after the semester is completed. After completion of the NCLEX-RN review course and achievement of the course learning objectives, the student will retake the Standardized Exit Examination, at a cost to the student. This will be a minimum of one month after the previous examination retake.

# Texas A&M University-Commerce Nursing Department

## Student Remediation Plan

Name: \_\_\_\_\_

Date of Exam: \_\_\_\_\_

Course: \_\_\_\_\_

Benchmark Score: \_\_\_\_\_

Dear Student:

Failure to achieve the benchmark score requires you to complete the following:

1. Print out and carefully review your exam results and remediation plan from the testing website.
2. Using the example below, develop a plan to address ALL of the areas of concern listed under topics to review.
3. Ask your course instructor to review the plan with you and make suggestions for improvement. **THIS FORM MUST BE SIGNED BY YOUR INSTRUCTOR.**
4. Schedule and manage your study time so that you can complete your plan in time to take the make-up exam.
5. Schedule to take the make-up exam with the course instructor. This must be completed by the end of the first week of the following semester. **It is your responsibility to contact the instructor to schedule the re-take.**
6. If you do not meet the benchmark score, you will have to complete further remediation and retake the examination (at a cost to you) prior to completion of your junior or senior year as applicable.

*I (print name) \_\_\_\_\_ have reviewed and discussed the remediation plan with the instructor and they are in agreement with the plan of study.*

\_\_\_\_\_  
*Student Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Faculty Signature*

\_\_\_\_\_  
*Date*

### Example:

Topics to Review (list all)	Testing Remediation Resources to be Used (list all)	Other Resources to be Used (describe)	Total Time I Will Spend Studying this topic per week
Ulcerative colitis: client assessment	Case studies & practice examinations	Lecture notes MS Nursing textbook (pages 122-124)	20 minutes

## Standards/Competencies

The BSN program adheres to the current rules and regulations of the Texas Board of Nursing, *The Essentials of Baccalaureate Education for Professional Nursing Practice* from the American Association of Colleges of Nursing, the American Nurses Association's *Scope and Standards of Practice*, and the ANA *Code of Ethics for Nurses with Interpretative Statements*.

## Professional Liability Insurance

All students enrolled in clinical nursing courses are required to maintain professional liability insurance. Student coverage is billed along with other student fees at the beginning of each school year.

## Transportation

Transportation to and from clinical agencies is the student's responsibility. Students shall not receive rides from the Department of Nursing Faculty/Staff or clinical agency staff members.

## Clinical Attendance

Students are expected to attend all clinical/lab days. In the event of an absence, the clinical instructor and/or course coordinator will determine the need and date for a clinical/lab makeup experience.

Any clinical/lab absence may result in the inability of the student to meet the clinical/lab objectives and may result in an unsatisfactory clinical grade (clinical failure). A student who fails clinical will fail the course.

**Absence:** An absence from clinical requires notification of the instructor and the clinical unit at least 30 minutes prior to the scheduled start time. Absence from lab requires notification of the instructor only at least 30 minutes prior to the scheduled start time. In addition, within 24 hours, the student will initiate follow-up by email with the instructor regarding the absence. Failure to notify and follow-up may result in the student being refused the opportunity for makeup and can result in further disciplinary action.

Note: A student who is more than 30 minutes late to clinical/lab can be considered absent, regardless of the cause. The instructor has the option to allow the student to enter and remain in clinical/lab or to be sent home.

**Tardy:** Students are expected to arrive on time for clinical/lab and remain for the entire clinical/lab experience. Arriving after the required time, up to and including 30 minutes, is considered tardy. Requesting to leave clinical/lab up to and including 30 minutes before the clinical/lab experience is scheduled to conclude will be considered the same as a tardy. Three tardies are equivalent to an absence and will require a clinical experience and/or lab makeup.

## Professional Appearance

Texas A&M University-Commerce School of Nursing maintains a dress code for students in class/lab/clinical. Faculty expect students to dress within the following guidelines for class:

- Undergarments (e.g., bra, underwear) are covered
- Midriff, including umbilicus, is covered
- Shorts, skirts, shirts are sufficient in length to cover gluteal folds

Lab and clinical are considered separate from the classroom. Dress code for lab and clinical requires that students dress in uniform. The uniform dress for lab and clinical includes a white tunic top with navy scrub pants. Undergarments worn under the white tunic should be plain white with no images or writing visible through the top. The School of Nursing patch must be fixed to the left sleeve of the top/lab coat. Students must wear their picture ID nametag obtained through the Mane Office.

Faculty expect nursing students to dress and act professionally at all times when wearing the Texas A&M University-Commerce School of Nursing uniform. The program's dress code guidelines are listed below. Additionally, students may be required to follow the same dress code stipulated for personnel in assigned clinical agencies. Students will comply with the School of Nursing dress code requirements indicated and by those specified by assigned clinical agencies, whichever is more stringent.

- neat and clean with proper hygiene
- short, natural nails with clear polish only
- hair up off the collar with natural hair colors only
- clean clothes and shoes
- limited makeup, no perfume
- no jewelry except watch, plain wedding band, stud/button style earrings 4mm or less, no visible body piercings other than the ear lobe
- no visible body art (tattoos)
- no gum-chewing
- may wear cargo pants

## Accidental Exposure to Blood/Body Fluids

BSN students must immediately inform their respective faculty of any blood/body fluid exposure at the clinical site so that the incident can be reported to the appropriate clinical agency representative. Student lab testing will be done at the site; client testing will be done when possible. Faculty will report the incident to the A&M-Commerce Student Health Service for follow-up.

## Clinical Evaluation

Faculty use their professional judgment to evaluate student performance throughout each clinical course with formal evaluations completed at the end of the course. Students are expected to

demonstrate advancing levels of satisfactory clinical performance in each of the critical elements.

All critical elements must be satisfactory at the time of the final clinical evaluation to pass the course. **Students must pass clinical to pass the course**; any student failing clinical fails the course.

### Clinical Performance

Critical elements by which clinical performance will be evaluated include client safety, nursing process, critical thinking, communication, and responsibility and accountability. An Incident of Concern Form will be completed when one of the critical elements is breached. A student who receives one or more Incident of Concern Forms may receive a Professional Behavioral Standards Form.

Examples of critical incidents that may result in immediate failure of a course and possible dismissal from the nursing program include (but are not limited to):

<b>Critical Element</b>	<b>Incident of Concern Examples</b>
Client Safety	<ul style="list-style-type: none"> <li>a. Performs skills without first notifying nursing instructor for appropriate supervision</li> <li>b. Places client in a dangerous situation, e.g., side rails down, improper use of restraints, hazardous client positioning</li> <li>c. Does not follow “5 rights” when administering medications</li> </ul>
Nursing Process	<ul style="list-style-type: none"> <li>a. Does not make ongoing client assessments</li> <li>b. Does not inform nursing instructor of change in client condition</li> <li>c. Sets inappropriate priorities</li> <li>d. Performs activities without appropriate supervision or assistance</li> </ul>
Critical Thinking	<ul style="list-style-type: none"> <li>a. Is unable to provide scientific rationale as a basis for nursing care</li> <li>b. Makes clinical decisions that endanger client</li> </ul>
Communication	<ul style="list-style-type: none"> <li>a. Does not maintain client confidentiality</li> <li>b. Records false information</li> <li>c. Does not receive or give report</li> </ul>



Responsibility and Accountability	<ul style="list-style-type: none"> <li>a. Is unprepared for clinical</li> <li>b. Is dishonest</li> <li>c. Does not assume responsibility for own actions</li> <li>d. Does not follow the nursing chain of authority</li> </ul>
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## Professional Behavioral Standards

The Texas A&M University-Commerce Nursing Department expects all students to act with professionalism and high regard for ethical conduct in all matters. Students must exhibit professional behavioral standards throughout their enrollment in the Nursing Program. A student in violation of the standards of professional behavior will receive a **Professional Behavioral Standards Evaluation Form** completed by faculty. Classroom, lab, and clinical issues are addressed in this form. Students may or may not receive a verbal warning prior to receiving a written **Professional Behavioral Standards Evaluation**.

If the student believes that the **Professional Behavioral Standards Evaluation** is in error, the student has 24 hours post receipt of the evaluation to submit a written request for appeal via email to the Nursing Department Student Development (SD) Committee. The student's written request for appeal should contain the student's specific rationale for requesting the appeal. Emails should be sent to the Nursing Department Administrative Associate. The SD committee will make a ruling to either grant the appeal or uphold the evaluation within 72 hours, excluding weekends and holidays. If the appeal is granted, the evaluation will be removed from the student's record. The decision made by the SD committee is final.

A student is allowed two **Professional Behavioral Standards Evaluations** throughout the course of the program. If the student receives a third evaluation, and the SD committee denies the appeal, the student will be dismissed from the Nursing Program.

If the student is dismissed from the nursing program, the student will receive a grade of F for the course. The student has the right to appeal the final course grade under the Student Appeal of Instructor Evaluation procedure (RO 13.99.99 R0.05). A second occurrence of the same offense will result in dismissal from the Nursing Program.

Behaviors that may lead to immediate dismissal from the Nursing Program include, but is not limited to:

- Provision of unsafe nursing care
- Intimidation of others
- Falsification of records/clinical documents
- Physical, mental, or emotional impairment that jeopardizes the safety of others

A student dismissed from the Nursing program for the above behaviors or who receives three upheld **Professional Behavioral Standards Evaluations** is not eligible to return to the Nursing Program.

## Student Representation on Faculty Committees/Councils

Students are represented on the Curriculum Committee, Student Development Committee, Program Committee, and the Nursing Advisory Council. The Curriculum and Student Development Committees will have one junior student and one senior student. The Program Committee and the Advisory Council will be represented by a single student. Student representatives will be nominated by their peers. Student representatives on faculty committees should:

- Attend all meetings or notify an alternate to attend;
- Assume responsibility for obtaining suggestions and comments from the student body in order to represent students' perspective, with other departments of the University; and
- Report committee discussions/decisions to students either in a class meeting or through written communication.

## Evaluation of Teaching Effectiveness

Students will be provided an opportunity to evaluate each course, either through a pencil and paper evaluation form or an online evaluation form. Evaluations are distributed by faculty or through the Office of Academic Technology.

## Transfers

Any transfers into the nursing program must be reviewed and approved by the Student Development Committee. Transfer students must

1. Provide unofficial transcripts for review (official to go to the Admissions Office).
2. Complete an Information Release Form for previous nursing program.
3. Meet pre-licensure BSN Admission criteria numbers 8-11.
4. Pass a comprehensive examination and demonstrate clinical competency at the completion level of their previous program. Failed competency testing is not repeatable.

## Withdrawal

Withdrawal from all courses or non-registration/enrollment during any semester constitutes withdrawal from the program. Withdrawal from the program does not affect the policy regarding incomplete "X" grades. Grades that are "X" at the time of withdrawal will automatically convert to an "F" if they are not resolved in the original timeframe provided.

## Prelicensure Readmission Requirements

1. Readmission to the nursing program is not guaranteed and is offered on a space-available basis.
2. The waiting list for readmission and vacancies will be monitored by the Student Development Committee.

3. Students who fail one or more courses, or drop or withdraw from a course with a failing average in the first semester must wait 2 years before reapplying to the Nursing Program.
4. After the first semester, a student who fails one course must submit a written letter to the Student Development Committee by the published deadline stating their desire to continue in the program. Nursing courses must be taken in sequence. Therefore, students who fail a course must retake the course in the semester it is offered, and may not take any nursing courses prior to repeating the failed course.
5. A student who fails two courses, drops two or more failing courses, or fails one course twice, cannot remain in the nursing program without a written appeal to the Student Development Committee. The Student Development committee can decide to grant the appeal, grant the appeal with conditions, or deny the appeal. A student who submits a written appeal to remain in the Nursing Program will receive a response from the Student Development committee within 10 days, excluding weekends and holidays. The decision made by the Student Development Committee is final. Applicants who are granted readmission are required to respond to the offer no later than the deadline stated in the letter offering readmission by returning a signed response form accepting the offer. Failure to respond by the deadline results in withdrawal of the offer of readmission.
6. A student who withdraws from the University due to failing averages on two or more nursing program courses must submit a written appeal to the Student Development committee requesting readmission to the Nursing program by the published deadline date. The Student Development committee can decide to grant the appeal, grant the appeal with conditions, or deny the appeal. A student who submits a written appeal for readmission to the Nursing Program will receive a response from the Student Development committee within 10 days, excluding weekends and holidays. The decision made by the Student Development Committee is final. Applicants who are granted readmission are required to respond to the offer no later than the deadline stated in the letter offering readmission by returning a signed response from accepting the offer. Failure to respond by the deadline results in withdrawal of the offer of readmission.
7. Students who fail a clinical course due to an offense that led to immediate failure are dismissed from the nursing program and must appeal for readmission to the program. A student who is granted readmission but fails any clinical course due to a second offense is not eligible for readmission to the program.
8. Since nursing is based on current competency, before returning or continuing, students will be required to pass a comprehensive examination and demonstrate clinical competency at the prior completion level. Failed competency testing is not repeatable. Unsuccessful students will be required to take and pass one or more of the previously completed courses.
9. Ranking of students being considered for readmission will be according to the following criteria:
  - a. Students who have been activated for military service.
  - b. Students who withdrew for medical and/or family emergencies.

- c. Students who successfully appealed for continuance or readmission.
  - d. Students who have equal ranking for readmission will be selected based on their original ranking at the time of admission.
10. Students out of the nursing program for more than one year must reapply for admission as a new applicant to the nursing program.

### RN to BSN Readmission Requirements

1. Readmission to the nursing program is not guaranteed and is offered on a space-available basis.
2. The waiting list for readmission and vacancies will be monitored by the Student Development Committee.
3. Students who fail one course must submit a letter to the Student Development Committee by the published deadline stating their desire to continue in the RN-to-BSN program.
4. A student who fails two courses, drops two or more failing courses, or fails one course twice, cannot remain in the nursing program without a written appeal to the Student Development Committee. The Student Development committee can decide to grant the appeal, grant the appeal with conditions, or deny the appeal. A student who submits a written appeal to remain in the Nursing Program will receive a response from the Student Development committee within 10 days, excluding weekends and holidays. The decision made by the Student Development Committee is final. Applicants who are granted readmission are required to respond to the offer no later than the deadline stated in the letter offering readmission by returning a signed response form accepting the offer. Failure to respond by the deadline results in withdrawal of the offer of readmission.
5. A student who withdraws from the University due to failing averages on two or more nursing program courses must submit a written appeal to the Student Development committee requesting readmission to the Nursing program by the published deadline date. The Student Development committee can decide to grant the appeal, grant the appeal with conditions, or deny the appeal. A student who submits a written appeal for readmission to the Nursing Program will receive a response from the Student Development committee within 10 days, excluding weekends and holidays. The decision made by the Student Development Committee is final. Applicants who are granted readmission are required to respond to the offer no later than the deadline stated in the letter offering readmission by returning a signed response from accepting the offer. Failure to respond by the deadline results in withdrawal of the offer of readmission.
6. Students who fail a clinical course due to an offense that led to immediate failure are dismissed from the nursing program and must appeal for readmission to the program. A

student who is granted readmission but fails any clinical course due to a second offense is not eligible for readmission to the program.

7. Ranking of students being considered for readmission will be according to the following criteria:
  - a. Students who have been activated for military service
  - b. Students who withdrew for medical and/or family emergencies
  - c. Students who successfully appealed for continuance or readmission
  - d. Students who have equal ranking for readmission will be selected based on their original ranking at the time of admission

## Appeals/Complaints

Texas A&M University-Commerce Nursing Department recognizes the value of information provided by students, employees, and other members of their community of interest. In all cases (except for those of sexual misconduct or harassment), attempts should be made to resolve complaints in an informal manner with the individual or department prior to initiating a formal complaint. The Nursing Department defines a complaint as formal when the student submits a written complaint. This process is designed to address significant violations of Department or University standards, policies, and procedures and is not a forum for resolving minor grievances. Formal complaints are classified by three different types: 1) academic complaints which require the formal academic appeals process, 2) complaints related to sexual misconduct, discrimination, and other related incidents, and 3) types of complaints not covered above.

1. Academic appeals should be addressed through the University's formal academic appeal process, which can be found at <http://www.tamuc.edu/academics/colleges/educationHumanServices/educatorCertificationAcademicServices/complaints.aspx>
2. All complaints related to sexual misconduct, discrimination, and other related incidents should be immediately reported to the University's Compliance Office (<http://www.tamuc.edu/aboutus/administrativeOffices/president/compliance/default.aspx>).
3. For complaints of significant violations of Nursing Department standards not described above, the complainant will submit a written description of her/his complaint to a course coordinator or the Director. The complaint will be reviewed and a response provided within five non-holiday working days. Anonymous complaints will not be addressed.

## **Graduation**

### Graduation Requirements

1. Achieve a minimum grade of "C" in each required course.
2. Satisfactorily complete all required courses.
3. Have a 2.0 GPA on a 4.0 scale.

4. File a degree plan approved by the Program Director.
5. File an acceptable Application for Graduation with the Office of Admissions and Records on or before the date specified in the University Calendar.
6. Meet A&M-Commerce requirements for a Bachelor's Degree.
7. Pass the BSN Comprehensive Exit Exam.

### Comprehensive Exit Examination

Students graduating with a BSN degree must achieve a passing score on the comprehensive exit exam prior to graduation. If a passing score is not achieved on the second sitting, then the student will not meet the requirements for graduation.

### Nursing Jurisprudence Examination

Following graduation, the Nursing Jurisprudence Examination must be taken. Attaining a passing score on the Nursing Jurisprudence Examination is a requirement of initial licensure in Texas. More information can be found on the Board of Nursing website <http://www.bon.state.tx.us>.

**TEXAS A&M UNIVERSITY – COMMERCE**

**Bachelor of Science in Nursing**

**PREREQUISITE COURSES**

<b>CORE CURRICULUM</b>		<b>SCH</b>
Communication (6)	ENGL 1301 College Reading and Writing	3
	ENGL 1302 Written Argument and Research	3
Mathematics (3)	MATH 1314 College Algebra	3
Life/Physical Sciences (8)	BSC 2401 Anatomy and Physiology I	4
	BSC 2402 Anatomy and Physiology II	4
American History (6)	HIST 1301 US History to 1877	3
	HIST 1302 US History from 1865	3
Political Science (6)	PSCI 2301 Principles of US/Texas Govt	3
	PSCI 2302 US/Texas Govt, Inst/Policies	3
Social/Behavioral Science (3)	PSY 2301 Introduction to Psychology	3
Language/Philosophy (3)	PHIL 360 General Ethics*	3
Creative Arts (3)	See catalog	3
Component Area Option (Req)	SPC 1311 Speech	3
Component Area Option	CHEM 1305 Survey of General Chemistry**	3
<b>TOTAL</b>		<b>42</b>

\*May substitute PSY 205 for General Ethics, but not for University Studies requirement

\*\*May substitute CHEM 1411

<b>NURSING SUPPORT</b>		<b>SCH</b>
BSC 254	Microbiology	4
PSY 322	Understanding Human Development	3
MATH 453	Essentials of Statistics*	3
<b>TOTAL</b>		<b>10</b>

\*May substitute PSY 302

YEAR ONE			
Semester 1	Credit Hours	Semester 2	Credit Hours
PSY 2301 Intro to Psychology	3	Visual/Performing Arts	3
ENGL 1301: College Reading and Writing	3	CHEM 1305: Survey of Gen. Chemistry	3
HIST 1301: US History to 1877	3	HIST 1302: US History from 1865	3
SPC 1311: Fundamentals of Speech	3	ENGL 1302: Written Argument/Res	3
MATH 1314: College Algebra	3		
<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>12</b>

YEAR TWO			
Semester 3	Credit Hours	Semester 4	Credit Hours
BSC 2401: Human Anatomy and Physiology I	4	BSC 2402: Human Anatomy and Physiology II	4
PSY 322: Understanding Human Development	3	MATH 453: Essentials of Statistics	3
PSCI 2301: Principles of US/ Texas Govt	3	PSCI 2302: US/Texas Govt: Institutions and Policies	3
PHIL 360 Gen Ethics	3	BSC 254 Microbiology	4
<b>TOTAL</b>	<b>13</b>	<b>TOTAL</b>	<b>14</b>

Year Three					
Fall		Spring		Summer	
NURS 3414 Health Assessment	4	NURS 3630 Adult I	6	NURS 3531 Maternal/Infant	5
NURS 3620 Fundamentals	6	NURS 3313 Therapeutic Communication	3	NURS 3115 Clinical Nutrition	1
NURS 3316 Patho/Pharm	3	NURS 3317 Patho/Pharm	3		
		NURS 3133 Gero	1		
<b>Total</b>	<b>13</b>		<b>13</b>		<b>6</b>

Year Four					
Fall		Spring		Summer	
NURS 4540 Psych/Mental Health	5	NURS 4541 Children and Families	5	NURS 4661 Leadership	6
NURS 4650 Adult II	6	NURS 3232 Prof Issues	2	NURS 4162	1
NURS 4343 Research	3	NURS 4660 Community/Rural	6		
<b>Total</b>	<b>14</b>		<b>13</b>		<b>7</b>



Texas A&M University – Commerce  
Nursing Program

***Annual Health Screening Questionnaire for History of Positive TB Skin Test***

Instructions: Annual symptom screening is required for all students who have a history of a positive tuberculosis skin test (PPD skin test). Students are required to complete this form yearly only if they have a history of a positive TB skin test.

Do you CURRENTLY have symptoms of:

Weight loss (unrelated to dieting)	Yes	No
Loss of appetite for >2 weeks	Yes	No
Bloody sputum	Yes	No
Night sweats/fever	Yes	No
Unusual fatigue for > 2 weeks	Yes	No
Persistent cough > 2 weeks	Yes	No

**Answering “yes” to any of the above questions constitutes a positive screening evaluation and requires further follow-up with your health care provider.**

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*I am aware that misrepresentation of health information may result in dismissal from the program. I declare that my answers and statements are correctly recorded, complete, and true to the best of my knowledge.*

**Name (printed)** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Texas A&M University – Commerce**

**Computerized Background Checks/Declaratory Order**

The Texas Board of Nursing (BON) conducts computerized FBI background checks on all applicants for licensure. According to the Nurse Practice Act contained in the Texas Occupations Code (TOC), the BON may refuse to admit persons to its examinations if they have:

- Been convicted (misdemeanor or felony), placed on community supervision or court-ordered probation whether or not adjudicated guilty, sentenced to serve jail time or court-ordered confinement or granted pretrial diversion, or pled guilty, no contest, or nolo contendere to any crime in any state, territory, or country, or received a court order whether or not a sentence was imposed, including any pending criminal charges or unresolved arrests whether or not on appeal (excluding minor Class C traffic violations); includes expunged offenses and deferred adjudications with or without a finding of guilt. DUIs, DWIs, and PIs must be reported and are not considered minor traffic violations. One time minor in possession (MIP) or minor in consumption (MIC) does not need to be disclosed; two or more must be disclosed.
- Been arrested or have any criminal charges pending .
- Been cited or charged with any violation of the law.
- Been subject of a court-martial, Article 15 violation, or received any form of military judgment/action/punishment.
- Been (or are) the target of a grand jury or governmental agency investigation.
- Had any licensing authority refuse to issue a license or ever revoke, annul, cancel, accept surrender of, suspend, place on probation, refuse to renew a license, certificate, or multistate privilege held now or previously, or ever fined, censured, reprimanded, or otherwise disciplined.
- Within the past 5 years been addicted to and/or treated for the use of alcohol or any other drug.
- Within the past 5 years been diagnosed with, treated, or hospitalized for schizophrenia and/or psychotic disorders, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder.

Any individual enrolled or planning to enroll in an educational program that prepares an individual for an initial license as a registered nurse who has reason to believe that s/he is ineligible for the license may petition the BON for a declaratory order as to her/his potential eligibility (TOC 301.257, 301.452-301.454 and BON Rules and Regulations 22 TAC 213.27-30 and 217.11-12).  
BON (512) 305-7400 [www.bon.state.tx.us](http://www.bon.state.tx.us)

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Printed Name \_\_\_\_\_

CWID# \_\_\_\_\_ Date of Birth \_\_\_\_\_

I have read and understand the criteria that may make me ineligible to sit for the National Licensure Examination for Registered Nurses (NCLEX-RN). I also understand I may petition the Texas Board of Nursing for a declaratory order as to potential eligibility/ineligibility.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**TEXAS A&M UNIVERSITY – COMMERCE**

**Nursing Department**

**Acknowledgement/Agreement Form**

I, \_\_\_\_\_ (printed name), have been informed that I am bound by the current rules, regulations, or policies of the TAMU System, the A&M-Commerce Rules and Regulations, *Student Guide*, and the *BSN Student Guide*.

\_\_\_\_\_ I am aware that the A&M Commerce *BSN Student Guide* is available online. I have reviewed and understand the policies in the BSN Student Guide and acknowledge that any questions have been answered to my satisfaction.

\_\_\_\_\_ I agree to safeguard client (patient) confidentiality and will only reveal client information to authorized individuals. If I violate client confidentiality, I realize I will be subject to dismissal from the BSN program.

\_\_\_\_\_ I agree to allow the Nursing Department access to any of my social media pages.

\_\_\_\_\_ I agree to abide by the rules and regulations of any clinical agencies, such as additional immunizations or pulmonary screenings, dress codes, criminal background checks, drug analyses, etc. Should a situation render me ineligible to be placed at any approved clinical site, I realize I may be dismissed from the BSN program.

\_\_\_\_\_ I consent to the videotaping/photographing/audio recording of myself in simulation and clinical laboratory situations. I understand that material obtained may be used by A&M-Commerce for educational or promotional purposes. No recordings will be maintained by the Nursing Department.

\_\_\_\_\_ I understand that I am responsible for updating my current address and contact information with the Nursing Department and the University Registrar.

\_\_\_\_\_ I acknowledge that the Essential Eligibility Requirements found in the *BSN Student Guide* are required for successful admission and completion of the program. I testify that I possess the competencies required to effectively and safely perform the responsibilities of a nursing student.

\_\_\_\_\_ I have reviewed the Substance Abuse Policy and Procedure. I understand that refusal to submit to an alcohol or drug test or failure to provide an adequate specimen will make me subject to discipline, up to and including dismissal.

\_\_\_\_\_ I have received the Computerized Background Check/Declaratory Order information form and understand that failure to meet Texas Board of Nursing requirements may make me ineligible for licensure and/or continuation in the nursing program.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness' Signature

\_\_\_\_\_  
Date