

YSU Centofanti College of Nursing RN-BSN Student Orientation Handbook

Updated -1/2022



CENTOFANTI
School of Nursing

 YOUNGSTOWN STATE UNIVERSITY

Asynchronous Online Program

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INTRODUCTION

This handbook has been prepared for all Registered Nurses enrolled in the Asynchronous RN-BSN Nursing Program at Youngstown State University. It is our hope that this will assist you in obtaining your educational goal of a Bachelor of Science in Nursing degree from Youngstown State University.

Material included in this student booklet is intended to supplement the information in the *Youngstown State University Undergraduate Bulletin* regarding Mission and Goals, Student Requirements and Regulations, Grades and Grading, etc. Students are responsible for information in this handbook, the *Youngstown State University Undergraduate Bulletin*, and *The Code of Student Rights, Responsibilities, and Conduct*. All of these are accessible online via YSU's website: www.yosu.edu

The Centofanti School of Nursing, as part of the Dominic A. and Helen M. Bitonte College of Health and Human Services, has always maintained the highest standards and is proud of its record of preparing well-qualified professional nurses. We are confident that you will join us in maintaining this record and taking pride in your chosen profession and school.

ACCREDITATION

Youngstown State University's Undergraduate and Graduate nursing programs are accredited by the Commission on Collegiate Nursing Education, CCNE (655 K Street, NW, Suite 750 Washington, DC 20001; (202) 887-6791 and the Accreditation Commission for Education in Nursing, ACEN (3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326; 1.404.975.5000; www.acenursing.org) and approved by the State of Ohio Board of Nursing (17 South High Street, Suite 400, Columbus, Ohio 43215-7410; 1.614.466.3947; www.nursing.ohio.gov).

HISTORY OF THE CENTOFANTI SCHOOL OF NURSING

Youngstown State University's Centofanti School of Nursing began in 1967, with a two year Associate Degree in Nursing (ADN) Program. The Centofanti School of Nursing was part of the new Technical and Community College (T&CC) within the University, which had recently changed from private to a state-supported institution. The first nursing class graduated in 1969 and received Associate in Applied Science (AAS) degrees. The program was accredited by the National League for Nursing (NLN) in 1973. The last Associate Degree class was accepted in 1987 and graduated in 1989.

In 1971, an RN-Completion Program was initiated and a Bachelor of Science in Applied Science (BSAS) with a major in nursing was awarded. With the initiation of this and other bachelor degree programs, the T&CC became the College of Applied Science and Technology (CAST). The Centofanti School of Nursing began reconstructing the completion program in 1978, and authorization was received from the Ohio Board of Regents to grant a Bachelor of Science in Nursing (BSN) degree in 1979. A grant from the Department of Health and Human Services provided supplemental funds to develop a freestanding BSN completion program. This program graduated its first class in 1981 and received an eight-year NLN accreditation in 1982.

Following a thorough study of community nursing needs by the Mahoning Shenango Area Health Education Network (now the Eastern Ohio Area Health Education Center), the Department developed a four-year BSN Program and submitted an in-depth change of program report to the NLN in 1984. The first four year entry-level BSN class graduated in 1988. The BSN program received an eight-year reaccreditation in 1990. In 1993, CAST became the College of Health and Human Services. The National League for Nursing Accrediting Commission

(NLNAC), which was the accreditation arm of NLN, reevaluated the program and granted continuing accreditation for another eight years in 1998 and 2006.

Work began on development of a Master of Science in Nursing Program in 1988. In 1990, a proposal was submitted to the Ohio Board of Regents (OBOR). The program received favorable OBOR approval in 1996 and accepted its first class in September, 1997. The first MSN class graduated in the spring of 2000. This Clinical Nurse Specialist (CNS) Program in Chronic Illness received initial accreditation by the NLNAC in July, 2001. A Nurse Anesthetist Program, in conjunction with St. Elizabeth Health Center School of Nurse Anesthetist, Incorporated, was added in 2001. The charter class of 12 students was admitted in August, 2001, with 11 students graduating in August, 2003. MSN graduates are eligible to sit for the certification exam to become a certified Clinical Nurse Specialist (CNS) or Certified Registered Nurse Anesthetist (CRNA). Graduates from both the CNS and CRNA tracks are required to obtain a Certificate of Authority to practice as an Advanced Practice Nurse in the State of Ohio.

In spring of 1998, the Ohio Board of Education approved a School Nurse Licensure program offered through the Centofanti School of Nursing in conjunction with the College of Education. The curriculum can be taken by nurses as undergraduate or graduate credit. In 2005, a third option, school nursing, was added to the MSN program. Nurse Education and Family Nurse Practitioner options were added in 2011. The AG-ACNP program was developed in 2016 with the charter class consisting of 5 students. This program prepares registered nurses with acute care experience necessary to provide direct patient management in acute and complex care settings in an advanced practice role. The program is accredited by the Accreditation Commission for Education in Nursing. (ACEN).

The Asynchronous online RN-BSN program was initiated in 2013 to meet the needs of working RN's in obtaining their Bachelor's degree. The Curriculum for the RN-BSN students was updated to meet the needs of the practicing RN including adding Nursing Informatics, Culture and Health Promotion nursing courses and graduated its first class in 2014. In October of 2019 the RN-BSN program began converting to a 7-week format and had their first graduate in Oct, 2020,

MISSION STATEMENT

The Centofanti School of Nursing supports the missions of Youngstown State University and the Bitonte College of Health and Human Services. The Centofanti School of Nursing provides high quality baccalaureate and graduate nursing programs that are responsive to the health care needs of society. The Centofanti School of Nursing values high standards of professional ethics; cultural, racial, and ethnic diversity; and student-faculty relations that foster excellence in teaching, learning, scholarship, and public service.

The program offers both a four year entry-level track for new or transfer students who do not have a diploma or degree in nursing or a RN-BSN completion track for Registered Nurses with a diploma or associate degree. The curriculum is designed to include a broad base in general education and a strong nursing foundation. Graduates are prepared to function as generalists with professional and technological competence in a variety of settings.

PHILOSOPHY

The following is the Department's beliefs about humanity, environment, health, professional nursing practice and learning. The human being is an interwoven unity influenced by cultural, biological, psychosocial and spiritual elements. Human functioning is a unique integration of these elements. Humans possess motivation, creativity, intellect and individual perceptions when functioning and interacting with the world around them. The individual should be considered an integrated whole that is unique and deserves respect.

The human being and environment form an integrated system. The environment that influences human function consists of internal and external components that affect individuals, families, groups and communities. The environment includes economic, political, social, spiritual and physical surroundings. Human beings can creatively change components of the environment that may increase their ability to achieve a desired level of human functioning.

The individual and society share the responsibility for one's health. Health is a state of wholeness or integrity of individuals. Health is a result of diverse cultural, biological, psychosocial, spiritual and environmental elements that exist on a continuum across the life span. Health demands are met by assisting individuals to participate in activities necessary to meet optimal health outcomes.

Nursing is a caring profession that exists to meet society's healthcare needs by assisting individuals, families, groups, and communities to identify and achieve their health goals throughout the life cycle. Nursing is an art that creatively uses knowledge from the sciences and humanities to plan and provide therapeutic interventions to meet the unique healthcare needs of society. Nursing is an evolving science that synthesizes concepts and theories through research and critical inquiry to develop an understanding of human responses to health needs. Nursing process is the basis of professional practice. Nursing assumes leadership roles in healthcare, legislation and public service to identify and implement changes in the delivery of healthcare.

Learning in the undergraduate and graduate nursing education programs is a continuous process involving cognitive, affective and psychomotor skills. Personal growth and self-discovery in the learning process are enhanced in an environment that encourages collegial relationships that stimulate a curious examination of the world. The results of the educational experience are the development of communication processes, critical thinking, analytic inquiry, creativity and professional judgment that prepares the student for future challenges in nursing practice.

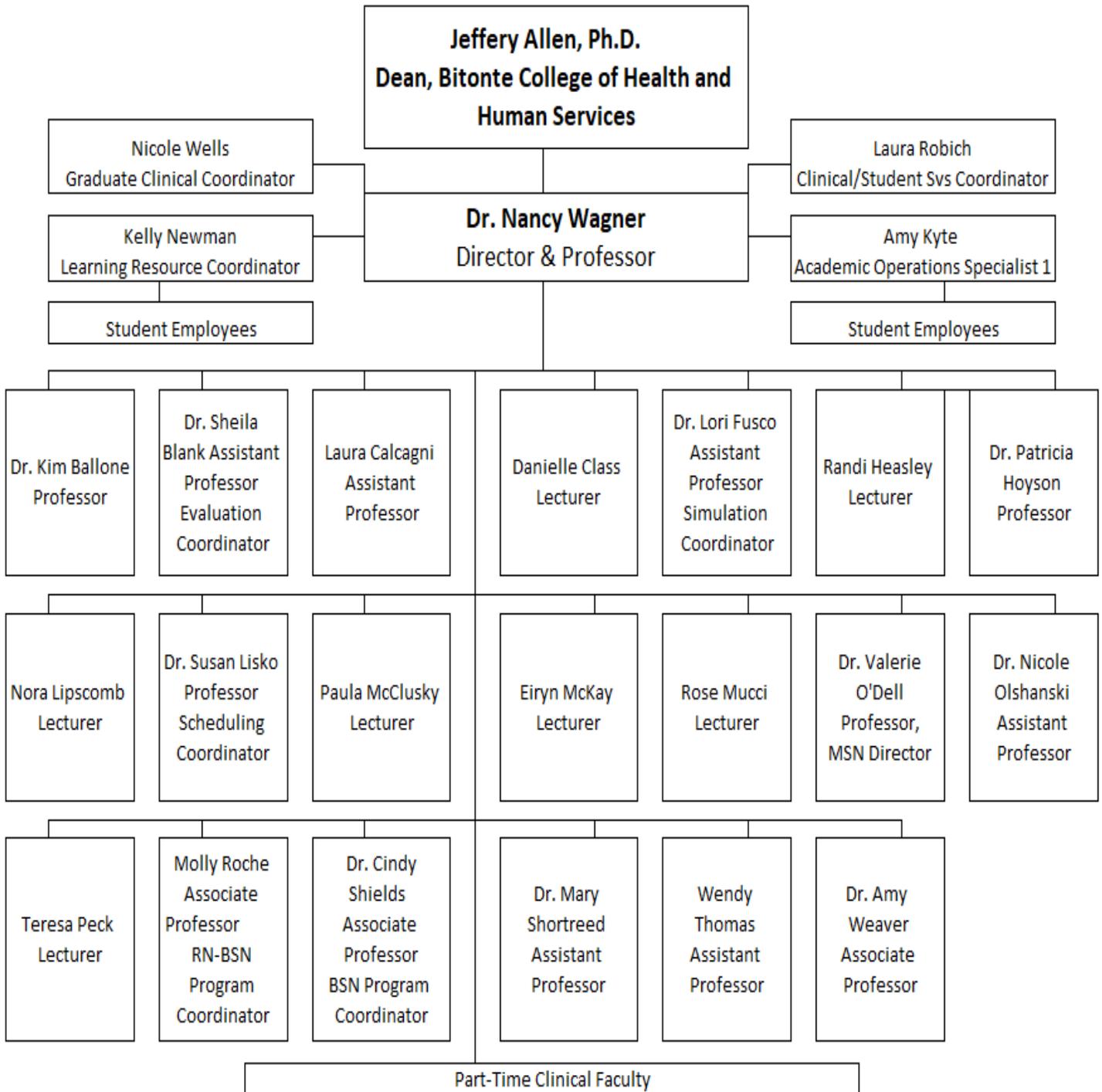
Faculty serves as motivators and facilitators of learning. Faculty seeks to inspire an appreciation and desire in each student for new knowledge and life-long learning. Graduates of undergraduate and graduate programs will be an integral part of the continued development of the profession. The graduates will participate in endeavors to discover new knowledge and methods to meet the health needs of all individuals.

Baccalaureate Nursing Student Learning Outcomes

The integration of nursing theory, clinical practice, and critical thinking serves as the foundation for the program and upon completion of the program, the graduate is able to:

1. Utilize the American Nurses Association Standards and Scope of Practice when providing care for individuals, families, groups, and communities across the life span.
2. Utilize critical thinking in decision-making and problem-solving while adhering to the Professional Code of Ethics for Nurses.
3. Utilize effective and appropriate interpersonal communications and information technology.
4. Apply theories and research findings from nursing and other disciplines to provide evidence-based, clinically, competent care.
5. Provide culturally sensitive care and health education to individuals, families, groups, and communities.
6. Demonstrate leadership and apply management skills that promote accountability, legal and ethical conduct, and maintenance of standards of care.
7. Collaborate with the interdisciplinary healthcare team in planning, coordinating, and evaluating outcomes for quality cost-effective care and continuous improvement of the healthcare system.
8. Manage human and material resources to provide access to healthcare for individuals, families, groups, and communities.
9. Advocate for public policy to provide and protect the health of the public.
10. Demonstrate commitment to life-long learning and service to the nursing profession.

CENTOFANTI SCHOOL OF NURSING ORGANIZATIONAL CHART



STUDENT ACADEMIC POLICIES FOR RN-BSN PROGRAM

I. General Academic Policy Statements

- A. The general faculty organization of the Centofanti School of Nursing delegates to the Admission, Progression, and Graduation (AP&G) Committee the responsibility of implementing policies and procedures regarding admission, readmission, progression, and graduation. Following a review of grades each term, the AP&G Committee and the department chairperson act on student progression, readmission, and graduation matters according to established policies.
- B. The AP&G Committee reserves the right to make recommendations concerning preference for readmission, progression, and graduation in order to preserve the high standards essential for approval by accrediting bodies.
- C. The Centofanti School of Nursing reserves the right to implement changes in curriculum, schedules, and policies in order to preserve high standards essential for approval by accrediting bodies.
- D. The Centofanti School of Nursing will inform students about policy and curriculum changes via their YSU email (student.ysu.edu) and class announcements.
- E. The Centofanti School of Nursing reserves the right to dismiss a student for legal, ethical, academic, emotional, and/or physical reasons.
- F. A decision to be absent from regularly scheduled theory and clinical classes, for whatever reason, including employment, does not excuse the student from the responsibility of examinations, assignments, or the knowledge acquired by attending class. Makeup of the class work, assignments, or examination(s) is the responsibility of the student, and will be determined by the faculty member.
- G. Each student is individually responsible for adhering to the requirements of the nursing curriculum at the time of admission/readmission. (See Appendix A: *BSN Curriculum*)
- H. Students who have questions or concerns must adhere to the following steps:
- Students with general **academic concerns** must first consult with their faculty advisor.
 - Students with concerns about a **nursing theory course** must first consult with the theory course faculty member.
 - Students with concerns regarding **nursing clinical courses** must first consult with their clinical faculty member.
- If questions or concerns are not resolved at the student-faculty level, the student or faculty member may request a joint meeting with the Chairperson of the Nursing Department.
- I. The nursing student must practice within the boundaries of: 1) the Nurse Practice Act for the State of Ohio; 2) the Youngstown State University Centofanti School of Nursing Policies; 3) the clinical course objectives and guidelines; 4) the *Code of Student Rights, Responsibilities, and Conduct of Youngstown State University*; and 5) the policies and procedures of the health care agencies and community organizations.
- J. Students are expected to abide by the following guidelines, “How to Avoid Disclosing Confidential Patient Information”, developed for nurses by the National Council of State Boards of Nursing. (See Appendix K: *Social Media Policy*).
- K. Students **should not** do online or clinical coursework during scheduled work employment hours.

ADMISSION, READMISSION, AND WITHDRAWAL POLICIES

II. Admission Policy

- Completion of Application to YSU and Required Fee through the Admissions online process form.
- Acceptance to YSU and completed Promise to Pay agreement and acceptance by the Admissions and Promotions Committee to meeting requirements for admission.
- Submitting to YSU Admissions an official transcript from any colleges attended including Nursing transcripts. Admission to the RN-BSN program cannot occur until all official transcripts from all attended University or Nursing Schools have been received.
- An active unencumbered Registered Nurse license in the state where you will be completing clinical practicum/precepting experiences is required to be admitted into the RN-BSN program. Nursing licenses are verified online at the Ohio Board of Nursing or the state the student practices in. Unencumbered licenses are kept on file in the YSU Nursing office.
- **International RN students must have an unencumbered U.S. license** before applying to the Nursing program. The YSU International Studies office must evaluate transcripts at an additional charge before admission and advising can be completed.

Health Requirements/Immunizations, Drug Screening & Criminal Background Checks

- Health Requirements/Immunizations, Drug Screening and Criminal Background checks are only required as mandated by the Clinical Agency where Clinical hours are completed. Criminal Background checks and Drug screening clearance updates as required by clinical site. Additional immunizations or titers as required by clinical agencies may be needed. Students should contact the Education Department of their planned clinical sites before beginning clinical experience during their Nursing Capstone practicum and Nursing Leadership courses.
- Malpractice insurance is required for all clinical nursing experiences and is provided by the University.

III. Military Credit

YSU has been designated as a “Military Friendly School” by G.I. Jobs, a magazine for military personnel transitioning into civilian life. At YSU, all military credit is awarded to a student, including the Joint Service Transcript. For questions regarding military credit transfers, refer to http://web.ysu.edu/gen/ysu/Credit_Evaluations_m202.html. Classes may transfer as general credit, elective credit, or may apply to your degree.

Typically, the majority of credit is applied as elective hours unless the topic listed on the military transcript is equivalent to a nursing course offered at the University. Transcripts will be reviewed by the Department of Undergraduate Admissions and the Nursing AP&G committee. If requested by the Department of Veteran’s Affairs, the Department Chairperson may be asked for final review.

The Student Veterans Resource Center is located at 633 Wick Avenue. They may be reached by phone at (330) 941-2523.

IV. Readmission Policy RN-BSN Students

A. Readmission Procedure as follows:

- The student must reapply with the University Admission Office (See *University Undergraduate Bulletin*).
- Any person who has previously been admitted into an undergraduate degree program at Youngstown State University but has not maintained continuous enrollment for consecutive terms is regarded as a former student. Such a student who has not attended another accredited college during his/her time away from YSU must complete an application for readmission to Youngstown State University via the Penguin Service Center. **There is no application fee.** Upon receipt of your application, you will be contacted by email or U.S. mail regarding the status of your application. You may register for classes during the registration by appointment period or open registration, depending upon when your application is received.
- Readmitted students must meet the curriculum requirements effective at the time of readmission.

V. Withdrawal Policy

A. Students withdrawing from the nursing program or any required course in the nursing curriculum **must:**

1. Inform the course faculty member (if withdrawing from an individual course)
2. Inform their individual nursing faculty advisor. Onsite and phone advising appointments are available upon request.
3. Notify the Admission, Progression and Graduation (AP&G) Committee in writing. This letter will be placed in the student's academic file. Failure to notify the committee will result in last preference for readmission.

PROGRESSION POLICIES

I. Grade Requirements

- A. Students are responsible for adhering to the prescribed RN-BSN curriculum sequence, including but not limited to, course co-requisites and mandated sequencing of nursing classes. Deficiencies in co-requisite courses must be removed prior to taking sequential courses in nursing. Students must follow the RN-BSN Curriculum in the *Undergraduate Student Handbook* effective for the year of the student's admission/readmission to the nursing program (See Appendix A: *RN-BSN Curriculum Sheet*).
- B. Students who register for courses not meeting pre-requisite requirements will not be permitted to remain enrolled in those courses. A student will be administratively removed from the conflicting course.
- C. All nursing, and nursing support or co-required courses *must* be taken for a letter grade. Electives, including general education elective hours, may be taken CR/NC. Only one course per term with a maximum of 12 semester hours in a baccalaureate degree program can be taken CR/NC. Refer to the *YSU Undergraduate Bulletin* CR/NC Policy and consult your nursing advisor before taking a course CR/NC.
- D. Once admitted into the nursing program, students must maintain an overall cumulative GPA of 2.00 or above and a current RN unrestricted license.

E. The grading scale for the Centofanti School of Nursing is:

A=93-100 B=86-92 C=78-85 *D=70-77 *F=Below 70

* requires repetition in the nursing curriculum

F. A grade of “C” or better is required in all nursing courses and non-nursing support courses.

G. Students who receive an incomplete (“I”) grade in a nursing or non-nursing support course must remove the "I" with a grade of “C” or better prior to the beginning of the course for which it is a prerequisite. All “I” prerequisite course grades of incomplete must be removed for admission to the program.

H. The YSU RN-BSN program will accept one “D” grade in a co=quisite or support transfer course. Any other “D” grades must be repeated. Any “D” grades in RN-BSN nursing courses and all “F” grades must be repeated. All transfer transcripts must be approved by the Nursing department and it is up to the discretion of the nursing and/or specific department of the course for which credit is being requested as to whether they will accept them or not. Some transfer courses may require course descriptions and/or a syllabus from the transferring University in order to submit to the specific department for approval.

II. Academic Honesty

A. The integrity of the academic enterprise of any institution of higher education requires honesty in scholarship and research. Academic honesty is therefore required of all students in the RN-BSN Program at Youngstown State University.

B. Academic dishonesty includes, but is not limited to:

- *Cheating* - intentional use, and/or attempted use of trickery, artifice, deception, breach of confidence, fraud and/or misrepresentation of one's academic work.
- *Fabrication* - intentional and unauthorized falsification and/or invention of any information or citation in any academic exercise.
- *Plagiarism* - knowingly representing the words or ideas of another as one's own work in any academic exercise. This includes but is not limited to submitting without citation, in whole or in part, prewritten term papers of another or the research of another, including commercial vendors who sell or distribute such materials. See Appendix N: *Ethical Writing Policy for Online RN-BSN Program*.

C. *Facilitating dishonesty* - knowingly helping or attempting to help another commit an act of academic dishonesty, including substituting for another in an examination, or allowing others to represent as their own one's papers, reports, or academic works. https://www.umass.edu/dean_students/codeofconduct

D. Students and faculty share joint responsibility to prevent cheating and plagiarizing by reporting any act of academic dishonesty. Any person who has reason to believe that a student has committed academic dishonesty should bring such information to the attention of the appropriate course instructor as soon as possible.

E. The student may receive a failing grade for a test, written assignment, or the course for participating in such acts. This action may affect the student's ability to progress in the nursing program. Also, refer to the Academic Honesty Statement in the *Youngstown State University Undergraduate Bulletin*, and Article III of the *Code of Student Rights and Responsibilities & Conduct* from the *YSU Student Handbook* (available on www.yzu.edu).

III. Clinical Risk

A. Students are required to perform clinical activities in a chosen health care agency during Nursing Capstone and Nursing Leadership courses taken during the last semester of the Program. Nursing Leadership is the fixed last nursing course in the curriculum. Some risk is inherent to nursing students during their clinical education.

V. Clinical Requirements for Preceptor Experiences

The Centofanti School of Nursing reserves the right to dismiss a student whose clinical performance for any nursing course is deemed unsafe as characterized by dangerous, inappropriate, irresponsible, or unethical behavior. Student should begin planning this clinical experience and submit contract information during the semester prior to their Nursing Capstone and Nursing Leadership course to allow planning and selection of preceptor and preparation of clinical site contracts. Contract information should be forwarded to Laura Robich, Clinical and Student Services Coordinator in the YSU Nursing Dept.

A. ATTENDANCE FOR LABORATORY/CLINICAL COURSES IS MANDATORY.

- It is expected that students maximize their learning by attending all clinicals as planned. As part of professional responsibility, the student will notify the faculty and clinical agency preceptor in the event of absenteeism prior to their clinical start time.
- It is expected that student attend all online classes and complete assignments during assigned time. Students are required to be active participants during online discussions.

B. Student Conduct

Students must adhere to the standards for safe nursing care set forth in Chapter 4723 of the Ohio Revised Code and the Ohio Board of Nursing rules adopted under that chapter, including, but not limited to the following:

1. A student shall, in a complete, accurate, and timely manner, report and document nursing assessments or observations, the care provided by the student for the patient, and the patient's response to that care.
2. A student shall, in an accurate and timely manner, report to the appropriate practitioner errors in or deviations from the current valid order.
3. A student shall not falsify any patient record or any other document prepared or utilized in the course of, or in conjunction with, nursing practice. This includes, but is not limited to, case management documents or reports, or time records, or reports, and other documents related to billing for nursing services.
4. A student shall implement measures to promote a safe environment for each patient.
5. A student shall delineate, establish, and maintain professional boundaries with each patient.
6. At all times when a student is providing direct nursing care to a patient the student shall:
 - a. Provide privacy during examination or treatment and in the care of personal or bodily needs; and
 - b. Treat each patient with courtesy, respect, and with full recognition of dignity and individuality.
7. A student shall practice within the appropriate scope of practice as set forth in division (B) of section 4723.01 at <http://codes.ohio.gov/orc/4723.01> and division (B)(20) of section [4723.28](http://codes.ohio.gov/orc/4723.28) at <http://codes.ohio.gov/orc/4723.28> of the Revised Code for a registered nurse or as set forth in the individual state they will be completing clinicals.

“Practice of nursing as a registered nurse” means providing to individuals and groups nursing care requiring specialized knowledge, judgment, and skill derived from the principles of biological, physical, behavioral, social, and nursing sciences. Such nursing care includes:

- a. Identifying patterns of human responses to actual or potential health problems amenable to a nursing regimen;
 - b. Executing a nursing regimen through the selection, performance, management, and evaluation of nursing actions;
 - c. Assessing health status for the purpose of providing nursing care;
 - d. Providing health counseling and health teaching;
 - e. Administering medications, treatments, and executing regimens authorized by an individual who is authorized to practice in this state and is acting within the course of the individual's professional practice;
 - f. Teaching, administering, supervising, delegating, and evaluating nursing practice.
8. A student shall use universal and standard fluid precautions established by *the Ohio Administrative Code* at <http://codes.ohio.gov/oac/4723-20> or the standard fluid precautions of the student's RN practicing state.

During the delivery of healthcare, students shall be familiar with, observe, and rigorously adhere to the acceptable and prevailing standard precautions to minimize exposure to disease causing agents and prevent infection, including at least the following:

- Appropriate use of hand hygiene;
- Appropriate use of respiratory hygiene;
- Effective disinfection and sterilization of equipment;
- Safe injection practices;
- Safe handling and disposal of needles and other sharp instruments;
- Safe handling and disposal of blood and body fluid; and
- Appropriate use of personal protective equipment, including wearing and disposal of masks, goggles, gloves and other protective garments and devices.

9. A student shall not:
 - a. Engage in behavior that causes or may cause physical, verbal, mental, or emotional abuse to a patient;
 - b. Engage in behavior toward a patient that may reasonably be interpreted as physical, verbal, mental, or emotional abuse.
10. A student shall not misappropriate a patient's property or:
 - a. Engage in behavior to seek or obtain personal gain at the patient's expense;
 - b. Engage in behavior that may reasonably be interpreted as behavior to seek or obtain personal gain at the patient's expense;
 - c. Engage in behavior that constitutes inappropriate involvement in the patient's personal relationships; or
 - d. Engage in behavior that may reasonably be interpreted as inappropriate involvement in the patient's personal relationships.

For the purpose of this paragraph, the patient is always presumed incapable of giving free, full, or informed consent to the behaviors by the student set forth in this paragraph.

11. A student shall not:
 - a. Engage in sexual conduct with a patient;
 - b. Engage in conduct in the course of practice that may reasonably be interpreted as sexual;
 - c. Engage in any verbal behavior that is seductive or sexually demeaning to a patient;
 - d. Engage in verbal behavior that may reasonably be interpreted as seductive, or sexually demeaning to a patient.

For the purpose of this paragraph, the patient is always presumed incapable of giving free, full, or informed consent to sexual activity with the student.

12. A student shall not, regardless of whether the contact or verbal behavior is consensual, engage with a patient, in any of the following:
 - a. Sexual contact, as defined in section [2907.01](#) of the Revised Code at <http://codes.ohio.gov/orc/2907.01>;
 - b. Verbal behavior that is sexually demeaning to the patient or may be reasonably interpreted by the patient as sexually demeaning.
13. A student shall not self-administer or otherwise take into the body any dangerous drug, as defined in section [4729.01](#) of the Revised Code at <http://codes.ohio.gov/orc/4729.01>, in any way not in accordance with a legal, valid prescription issued for the student or self-administer, or otherwise take into the body any drug that is a schedule 1 controlled substance.
14. A student shall not habitually indulge in the use of controlled substances, other habit-forming drugs, or alcohol or other chemical substances or medications to an extent that impairs ability to practice.
15. A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of use of drugs, alcohol, or other chemical substances or medications.
16. A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of a physical or mental disability;

17. A student shall not assault or cause harm to a patient or deprive a patient of the means to summon assistance.
18. A student shall not misappropriate or attempt to misappropriate money or anything of value by intentional misrepresentation or material deception in the course of practice.
19. A student shall not have been adjudicated by a probate court of being mentally ill or mentally incompetent, unless restored to competency by the court.
20. A student shall not aid and abet a person in that person's practice of nursing without a license, practice as a dialysis technician without a certificate issued by the board, or administration of medications as a medication aide without a certificate issued by the board.
21. A student shall not prescribe any drug or device to perform or induce an abortion, or otherwise perform or induce an abortion;
22. A student shall not assist suicide as defined in section [3795.01](http://codes.ohio.gov/orc/3795.01) of the Revised Code at <http://codes.ohio.gov/orc/3795.01>.
23. A student shall not submit or cause to be submitted any false, misleading or deceptive statements, information, or document to the nursing program, its administrators, faculty, teaching assistants, preceptors, or to the board. <http://codes.ohio.gov/orc/4723-5-12>.
24. A student shall maintain the confidentiality of patient information. The student shall communicate patient information with other members of the health care team for health care purposes only, shall access patient information only for purposes of patient care or for otherwise fulfilling the student's assigned clinical responsibilities, and shall not disseminate patient information for purposes other than patient care or for otherwise fulfilling the student's assigned clinical responsibilities through social media, texting, emailing or any other form of communication.
25. To the maximum extent feasible, identifiable patient health care information shall not be disclosed by a student unless the patient has consented to the disclosure of identifiable patient health care information. A student shall report individually identifiable patient information without written consent in limited circumstances only and in accordance with an authorized law, rule, or other recognized legal authority.
26. For purposes of paragraphs (C)(5), (C)(6), (C)(9), (C)(10), (C)(11) and (C)(12) of this rule, a student shall not use social media, texting, emailing, or other forms of communication with, or about a patient, for non-health care purposes or for purposes other than fulfilling the student's assigned clinical responsibilities.

The student must demonstrate competency by responsible preparation, implementation and documentation of the nursing care of clients. In addition, the student must demonstrate respectful behavior toward all individuals (client, client's family, health team members, faculty, peers, and self) following the guidelines set forth by the American Nurses Association (ANA) Code of Ethics for Nurses. (See Appendix J: *Code of Ethics for Nurses*)

C. Unacceptable Clinical Behaviors

The Centofanti School of Nursing reserves the right to dismiss a student from the **Program** and/or **Clinical** who demonstrates unacceptable clinical behaviors that include, but are not limited to:

1. Failing to attend scheduled or planned clinical hours with their preceptor.
2. Attending clinical experiences under the influence of drugs and/or alcohol;
3. Refusing to care for an assigned client based on client's characteristics; e.g. race, culture, religious beliefs, or diagnosis;
4. Participating in acts of omission or commission in the care of clients, such as physical abuse; placing the client in a hazardous position, condition, or circumstance; mental/emotional abuse;
5. Disrupting client care or unit functioning related to poor interpersonal relationships with agency health team members, peers, or faculty;
6. Demonstrating behavior that affects one or more parameters of safe clinical practice and/or jeopardizes the well-being of the client, client's family, health team members, peers, or faculty;

7. Documenting dishonestly, breaching client confidentiality, soliciting of client for services leading to personal gain, and other behaviors listed under the Professionalism category of the clinical evaluation in the course syllabus.
8. Failing to adhere to OBN's rules as stated in Section V, B Student Conduct.

D. Due Process

1. A student who exhibits unacceptable clinical behavior and/or violates student conduct requirements set forth by the Ohio Board of Nursing will be given a verbal and written performance report by the clinical faculty member. The performance report becomes part of the student's academic file.
2. The faculty member will notify the AP&G Committee of the student's conduct, violation and/or unacceptable behavior for further consideration. The AP&G Committee will consider documented evidence from the student, faculty, or health team members when making recommendations regarding continuation of the student's participation in the program and/or clinical. The AP&G recommendation will be presented to the General Faculty and/or Chairperson of the Centofanti School of Nursing for the final decision.
3. The student will be notified of the decision, in writing, by the AP&G Committee.

E. Student Grievance Procedures - Grievances filed regarding academic matters must conform to the process described on the YSU website: <https://catalog.ysu.edu/undergraduate/general-information/academic-policies-procedures/academic-grievances/>

Staff in the Department of Student Success will be available to the students for questions regarding conduct and grievances at 330.941.4703.

F. Dress Code/Name Badges

1. Dress Code

Shoes: Clean, white leather or vinyl shoes with white laces are to be worn. Open toes, open heels, high heels, canvas, tennis, or jogging shoes are unacceptable.

Jewelry: A plain wedding band and one small stud earring in each ear are the only jewelry that may be worn with the uniform. **No other body piercing jewelry is permitted.**

Grooming: Fingernails must be kept short, rounded, and clean. **Only clear, non-chipped nail polish is permitted.** Artificial fingernails/nail tips are **not permitted.**

Male and female hair must be worn in a style that is neat, well groomed, and off the collar. Long hair must be pulled away from the face with a headband or ponytail holder similar to the hair color. Plain barrettes or hair clips are also acceptable.

Hair is to be of a natural color. Unnatural hair colors (i.e. blue, purple, green, pink) are not acceptable.

Male students must be clean-shaven or maintain a beard style that reflects a neat, well-groomed appearance.

Make-up should be conservative and reflect a professional appearance. Perfume or cologne is **not** permitted.

All visible tattoos must be covered.

Gum chewing is not permitted while in the clinical laboratory.

Use of all tobacco products are prohibited during clinical hours.

YSU RN-BSN nursing students must also follow the clinical site policies, even if those policies are stricter or more specifically delineated than the policies stated above.

YSU RN-BSN students must wear professional clothes with lab coat or appropriate scrubs or uniforms as required by the clinical agency.

3. Identification Badges

YSU ID must be worn when attending clinical agencies as RN-BSN, YSU Nursing Student. An additional ID may be required by the clinical facility.

G. Incident Report Procedure for Injury in the Lab or Clinical Setting

If a student becomes ill or injured in the lab or clinical setting, faculty will follow the agency's policy or procedure. It may be necessary for faculty to call 911. Any medical expenses incurred are the responsibility of the involved student. The YSU Accident/Incident Report must be completed and filed with the Environmental and Occupational Health & Safety Department in Cushwa, Room 2303. This form is in addition to any forms that may be required by the particular clinical agency.

Some risk is inherent to nursing students during their clinical education. The Centofanti School of Nursing, its faculty and clinical agencies endeavor to exercise care to minimize such a risk.

H. Medical Emergency in an Office or Classroom

For ANY medical emergency that occurs anywhere on campus **DIAL 911** from a **CAMPUS PHONE**. If using a cell phone dial **330.941.3527**. **The YSU Police dispatcher will answer the 911 campus call.** Please provide the dispatcher with your specific location and all details you can provide. **The YSU Police are the first on the scene for a campus medical emergency.** Please remain on site until the campus police arrive so that you may provide any further information they may require. The YSU Police dispatcher will call for an ambulance if it is needed.

I. Inclement Weather Policy

If it is announced that all University classes at Youngstown State University are cancelled for the day, all off-campus clinicals are also cancelled. Cancellations due to weather do not affect the theory contents of the courses.

Keep in mind that winter weather may require students to leave early and travel at a slower speed to meet their destination. Prepare for such circumstances in order to arrive on time for clinical experiences.

Students are encouraged to sign up for YSU Alert for cancellations and other important alerts. Students may also check the YSU Website (www.ysu.edu), listen to local radio (official station WYSU-FM 88.5) or television stations for University cancellation announcements. Do not call the Centofanti School of Nursing or the Clinical Site. Online courses in the RN-BSN program are usually not affected or canceled due to weather conditions.

UNIVERSITY POLICIES

Accommodations for Students with Disabilities

In accordance with University procedures, if you have a documented disability and require accommodations to obtain equal access in this course; please contact me privately to discuss your specific needs. You must be registered with the Center for Student Progress Disability Services, located at 2082 Kilcawley Center, and provide a letter of accommodation to coordinate reasonable accommodations. You can reach CSP Disability Services at 330-941-1372.

Non-Discrimination Statement

Youngstown State University does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity and/or expression, disability, age, religion or veteran/military status in its programs or activities. Please visit www.ysu.edu/ada-accessibility for contact information for persons designated to handle questions about this policy.

Academic Integrity

As outlined in [The Student Code of Conduct](#), all forms of academic dishonesty are prohibited at Youngstown State. This includes plagiarism, the unauthorized use of tools or notes in taking tests or completing assignments, fabrication of data or information used for an assignment, working with others without permission from the instructor, and more. A student who is believed to have violated the academic integrity policy will meet with the instructor to discuss the allegations. The student may accept responsibility for the violation and any sanctions selected by the instructor, or they have the right to ask for a hearing before a hearing panel. The full Academic Integrity policy can be found in Article III. 1. of The Student Code of Conduct, while further information on University procedures for alleged academic integrity violations can be found in Article V.

Grading Policies

Grading policies at YSU are explained on the [Grading System](#) page of the Course Catalog. All assignments are due at the date and time indicated. Since our server is set for Eastern Standard Time, all times are Eastern Standard Time. Students should check their specific course Syllabus for grading Scale utilized in the Nursing Department and specific breakdown of course grades.

Copyright Notice

The instructor for this course created some or all of the materials posted here. They are copyright protected and for use only by students while taking the course. They may not be reproduced, displayed, modified, or distributed without the express prior written permission of your instructor. If permission is granted, all materials must contain the copyright notice sent to you by the instructor.

Senate Resolution on Due Process

The Ohio public university presidents approved a resolution affirming that all Ohio public university students should be afforded due process. This process involves the student meeting with the instructor to discuss the complaint. If the student does not secure a satisfactory resolution at this meeting, then he or she may carry the complaint successively to the appropriate department chair, the dean, and the provost. If the complaint involves a grade for an assignment or a course, only the instructor will have will have the authority to make a change.

VI. Academic Advisement and Information

A. Course Sequencing

Nursing Informatics, NURS 3725 is the mandatory first course to be taken in the Nursing Curriculum and Nursing **Senior Capstone, NURS 4852** and **Nursing Leadership, N4854/L** are the mandated last courses with a clinical component that should be taken within the last semester of the program. All other courses are flexible and the RN-BSN student may register for courses as available. All other courses run every 6-7 months so it is recommended students follow the curriculum/advising plan given to them after admission. Please note that NURS 3750 Evidenced Based Practice has a Statistic pre-requisite requirement that must be completed before this class.

B. Nursing Courses with a Clinical Lab Component

Nursing 4852 Senior Capstone (20 clinical hours and Nursing 4854L, Leadership in Nursing (40 clinical hours) both have a clinical lab component and the student should register for the corresponding lab when taking 4854 Nursing Leadership. Senior Capstone 4852 should be taken the last semester of the Program followed by Nursing Leadership NURS 4854/L the last 7 weeks of the Nursing Program to complete these clinical hours.

C. Nursing Course Co-requisites and Course Sequencing

Be aware that NURS 3750, Evidence Based Practice has a pre-requisite of STAT 2625 (Statistics). NURS 3725, Nursing Informatics is the required first course in the program. NURS 4852, Senior Capstone and NURS 4854L, Nursing Leadership are taken the last semesters in the curriculum. It is recommended that Senior Capstone be taken before Nursing Leadership to allow for clinical planning and completion of the Capstone project to be presented to the clinical area. All other courses run every 6-7 months so it is recommended students follow the curriculum plan given to them after admission.

D. Change of Name, Address, or Phone Number

Nursing faculty and staff often contact students. It is each student's responsibility to keep the Centofanti School of Nursing, the University (Records Department), and his or her faculty advisor aware of any changes in name, address, or phone number. Students can update this information through their YSU Portal at: <https://ysu.edu/registrars-office/change-information>.

E. YSU Email Address and Blackboard

Students must utilize their assigned YSU email addresses (name@student.ysu.edu) and Blackboard announcements and course communications as sources of information and communication with nursing faculty and nursing advisors. It is helpful if the student includes a "signature" that includes the student's full name and contact information.

F. Faculty Advisors

Each student is assigned a faculty advisor (presently the RN-BSN Coordinator) upon admission to the nursing program. The RN-BSN Students should contact their advisor at registration time as necessary and when they have academic, curriculum, registration, or other concerns. All official transcripts must be submitted from all colleges attended before advising can be completed. For advising onsite, or by email/telephone/facetime, all registered nurses must have a transfer evaluation of credits done before beginning the nursing program. Ongoing advising is highly recommended to facilitate program progression and completion. Contact Laura Robich 330 941-2179 lkrobich@ysu.edu to schedule an advising appointment.

VII. Student Resources

A. Learning Resources

TECHNICAL SUPPORT SERVICES & ACCESSIBILITY

- [YSU Tech Help Desk](#): 330-941-1595
- [YSU Accessibility Guidelines](#)

All students are required to read the Getting Started link and Blackboard Orientation link and Faculty Orientation to the course and meet your faculty for each course as required by their faculty on the Blackboard site.

STUDENT SUPPORT SERVICES

TUTORING

Tutoring is available to YSU students through the [Center for Student Progress](#) on the following subjects:

- Accounting
- Biology
- Chemistry
- Economics
- Engineering
- History
- Physics
- Psychology

Additional resource

- [Career Services](#) – 330.941.3515
- [Center for Student Progress](#) – 330.941.3538
- [Counseling Services](#) – 330.941.3737
- [Disability Services](#) – 330.941.1372
- [Financial Aid and Scholarships](#) – 330.941.3505
- [Maag Library](#) – 330.941.3678 (Circulation Desk)
- [Math Assistance Center](#) – 330.941.3274
- [Recreation and Wellness Center](#) – 330.941.3488
- [Research Databases and Electronic Resources](#) (Maag Library)
- [Student Conduct](#) – 330.941.7285
- [Student Organization Directory](#)
- [YSU Bookstore](#) – 330.318.3331
- **How to Find you Textbook list RN-BSN Students**
 - How to print booklist:
 - RN-BSN–WHAT BOOKS DO I NEED?
 - Go to YSU portal: www.ysu.edu
 - Click on Penguin portal
 - Login to MYYSU Courses, Grades, Payments with your YSU credentials
 - Click on Banner Self Service
 - Click on Student
 - Click on Registration
 - Select your term, submit
 - Click on Student Summary Schedule and PRINT YOUR BOOKLIST
 - Click on PRINT YOUR BOOKLIST HERE!
 - This will take you directly to Barnes and Noble site and you can order from here or just get the names of your books and buy or rent elsewhere.

BLACKBOARD Ultra

Introduction & Orientation

Bb9 provides you with Blackboard Ultra Videos and Help, If you are taking your first online course at YSU, the Guides will help you become familiar with activities like course navigation, transferring of files, and participating in class discussions. It is strongly advised that all first-time online students review this material which takes approximately one to two hours to complete and is in the Online Orientation course that students' will have access to when admitted to the online program: https://ysu.blackboard.com/ultra/courses/_45494_1/outline

Accommodations for Students with Disabilities

In accordance with University procedures, if you have a documented disability and require accommodations to obtain equal access in this course; please contact me privately to discuss your specific needs. You must be registered with the Center for Student Progress Disability Services, located Kilcawley Center 2082, and provide a letter of accommodation to coordinate reasonable accommodations. You can reach CSP Disability Services at 330-941-1372.

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Youngstown State University does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity and/or expression, disability, age, religion or veteran/military status in its programs or activities. Please visit www.ysu.edu/ada-accessibility for contact information for persons designated to handle questions about this policy.

Policy for Distance Learners

Throughout the documents found in the "Course Information" section of your course template, you'll find a detailed class Syllabus and Class Schedule (in the Start Here) and syllabus-like information (Welcome, Course Readings, Audio-visuals, Assignments, Summary etc.). These documents should be read in the order that they appear. After reading through the Course Content documents, you should get a clear picture of the faculty's expectations for the course. You may want to print some of the documents if you are more comfortable with hard copies and to more easily follow the Class Schedule attached to the Course Syllabus.

The following policy for online learners defines the minimal standards for online faculty and their students:

The Student's Role in this Class

- **Maximizing Your Learning:** You will get the most out of this study if you are able to do two things: Learn in your own way for most of the time and devote as much time as you can find thinking about what you are reading and applying it to your own experience. That said, there will be methods of learning that are more or less easy for you. Your instructor will always consider a students' holistic performance, but expect everyone to participate in each method of learning.
- **Multiple Modalities of Learning:** To assist you in maximizing your learning, you will be expected throughout your academic career to participate in several modalities of learning that could include: 1) locating and absorbing information by researching, reading, and responding to validate your comprehension of the course material; 2) engaging in an electronic version of a dialogue about a topic by participating in group discussions; 3) applying and explicating your knowledge through written assignments and a final project, and 4) reflecting on your learning by evaluating your performance, your expectations of the study, and your own learning.
- **Managing Your Time:** This is always a difficult thing, particularly for adult students, as many of you are, with other responsibilities that are or may become more important than your learning in this study. For a definition of a credit hour, please refer to: <https://ifap.ed.gov/dpclatters/GEN1106.html>. We suggest nine

hours per week per each three hour course. For a 3 credit hour course, the expected work load or time you should devote outside of class is 9 hours. Refer to the table at this website:

<https://www.austincc.edu/nexus/acc101/prezi/credit-hours.html> for a table describing this. This is the optimum time for successful completion of a 3-credit study. In addition, it is important for you to have as regular a schedule as you can manage to meet the deadlines for assignments.

- **Participating in Group Discussions:** Provide input of your own and respond thoughtfully to your fellow students' comments. While your instructor will facilitate the discussion and provide direction, the discussions are dependent on your contributions. Respond to both the original discussion items and to each other's' responses. Your instructor can only know that you are involved in a discussion if you contribute, not just "visit" to see what others are saying. Each of you have a contribution to make, and there is much research on the benefits of peer learning--please don't be shy. If you tend to be a quieter participant, make sure you meet the minimum requirements for participation. Class content should be included in your original post and responses and not just your opinion on a topic. Resources utilized should also be cited in your postings.
- **"Netiquette":** Please observe proper "Netiquette" in discussions and emails. A fellow colleague once said it this way--don't write anything public that you would not be comfortable seeing in a newspaper headline. Please treat your fellow classmates with respect, even if you strongly disagree with their postings. There is room for all opinions in our forums or emails--we are here to share and learn, together. All YSU online learners are expected to minimally comply with the following [netiquette guidelines](#).
- **Keeping in Contact:** Please maintain contact with your instructor. Ask questions when needed and please do not let problems go unresolved! Your instructor will check his/her mail or the message folder regularly for confidential messages. See syllabus and Faculty Contact information in each online course for specifics,
- **Timeliness:** The course schedule is provided to assist you in working through each module in a timely manner. Generally, each module builds on the previous one(s). Let your instructor know if you will be late in meeting a deadline for an assignment. And although we wish it were different, your instructor is not able to respond in any detail or provide feedback for late assignments, only evaluate.
- **Extensions:** Contact your instructor as soon as you can if you fall behind. Extensions are not automatic; they must be requested and meet the criteria of having provided sufficient work for me to be able to state you are successful thus far.
- **On Your Honor:** Your instructor takes academic integrity very seriously and because they are highly trained, are quick to notice when something doesn't seem quite right about an assignment. They will expect you to turn in all assignments written by you, in your own words, citing any references you may have used. When in doubt, cite! You are expected to uphold the fundamental values of honesty, trust, fairness, respect and responsibility that characterize academic integrity. Be sure to cite any and all sources correctly so that your academic integrity is not called into question (see [Student Code of Conduct](#)). There is an Ethical Statement posted in each RN-BSN course. It is the student's responsibility to read and understand it.
- **Check your YSU e-mail:** Your instructor will sometimes have a need to email you with important information about your course so you should get used to checking your YSU email often.
- **Check your Course Announcements:** Get into the habit of checking your course announcements every time you enter your course. Often your instructor will place important course information there at least once or twice a week especially if guidance or clarification on course work is needed.

The Instructor's Role in this Class

- **Instructor's Role:** Your instructor is here to assist you in meeting your educational goal of learning about this topic. Your instructor will do that by answering questions, encouraging dialogue, responding to your written assignments, and addressing concerns. Your instructor will be checking emails or the Blackboard course messages folder frequently and get back to you in a timely fashion.
- **Comments:** Your instructor is expected to monitor the Discussions Area. Response to each comment is not possible and indeed, would not be desirable. Instructors tend to jump in periodically, but may not if the discussion is going well. Even if you do not see a post from your instructor, he (she) will be observing and

software allows your instructor to view all of your comments and to determine when and how you posted a response. Your evaluation for discussion participation is based on the quality of your responses, and on your participation. If discussions are graded, a rubric that will clearly define expectations will be provided by your instructor for a clearer picture of the discussion requirements. Individual instructors do things differently, but most try to return work in a timely fashion. Check syllabus for more information.

- **Logistics:** Your instructor expects that you can determine how you are doing by his (her) feedback on your work, thus, formal interim reports may not be provided. However, if you have any questions, feel free to contact your instructor.
- **Cancellation Policy:** If your class is being canceled for because of instructor illness, or other reasons, a notice will be sent to the student's YSU email address as soon as possible.

Microsoft Office and Software Applications -- Free to YSU Students!

Applications in the Microsoft Office Professional Plus suite are available to YSU students to download to your personal devices for free. You can also access the online versions without having to download anything. The Office suite includes Word, Excel, PowerPoint, Outlook, and OneNote, among other applications.

- The online versions are accessible through the app launcher button  in the upper left hand corner of the screen in your Outlook email. To access the online versions, just log into your YSU email through the Office365 web link.
- To download and install to your own device, follow [these instructions provided by the YSU Tech Desk](#).
- Other computer software applications such as MS Word may be available to students free of charge or at a discounted charge and you should contact the YSU help desk for questions and assistance with any needed course Technology.

Required Technical Skills

- Knowledge of navigating and interacting with the Blackboard Ultra learning management system
- Creating and submitting Word, PDF, audio and video movie files to Blackboard Ultra
- Copying and pasting
- Downloading and installing software
- Upgrading your web browser when needed
- View and troubleshoot watching online videos

Required Technology

1. **High-speed internet access** is required. Make sure to have a **back-up plan** if your primary access is not available.
2. A **computer** to access Blackboard Ultra and complete assignments. Mobile devices are not recommended for submitting assignments and taking Blackboard Ultra quizzes.
[Blackboard Ultra Privacy Policy](#) and [Blackboard Ultra Accessibility Statement](#)
3. Blackboard Help – Browser Support:
https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support for recommended browsers for desktop and mobile devices. Call the Tech Service Desk at 330.941.1595 for assistance with browsing and technology questions.
4. A **web camera** (internal or external) and a **microphone** may be required for taking exams in Blackboard Ultra and assignments that may require use of Blackboard Collaborate.

5. Know how to navigate Blackboard courses. (If this is your first time using Blackboard Ultra, or if you have questions while taking the course, you can visit Blackboard's [On Demand Videos](#) and [Help for Students](#) pages to learn how to use Blackboard features.)

Please see the Blackboard Orientation in the Online Student Orientation and in each course for further guided tutorials and detailed information on navigating Blackboard Ultra.

B. Support Services on Campus

1. **Students are encouraged to program the YSU Police Department emergency contact number (330-941-3527) into their cell phone for immediate access.**
2. Students have access to a wide variety of academic and non-academic support services on campus. These services include, but are not limited to, Center for Student Progress, Disability Services, Math Assistance Center, Reading & Study Skills, Writing Center, Career & Counseling Services, International Studies and Programs, and the Student Health Clinic.

The Student One Stop is an enrollment resource on campus established to help students access and manage their academic record and student accounts. Please visit the Student One Stop or call (330) 941-6000 for assistance with financial aid, records, registration, and tuition charges/billing. The Student One Stop is located on the second floor of Meshel Hall.

For questions about the Student One Stop, please email: onestop@ysu.edu.

For more detailed information about services available to students, refer to any of the following:

1. *YSU Bulletin*
2. YSU website at www.ysu.edu and follow links to Academics, Academic Advising, Undergraduate Bulletin and/or follow links to Center for Student Progress.
3. Contact your nursing faculty advisor or an academic advisor.

C. Nursing Faculty Access and Advising

Online or phone contact and office hours are listed in the individual faculty course syllabi and/or Meet Your Faculty/Faculty Profile section of the Start Here tab for all Online courses. (See Appendix L: *Centofanti School of Nursing Faculty directory*) section of this student handbook for individual faculty phone numbers, office numbers and email addresses. Also see the Meet Your Faculty section of each Nursing course.

Laura Robich, Student Services and Clinical Services Coordinator, can be contacted for information about the program and requirements needed for admissions and course selection. Individual advising appointments with a Nursing faculty can be scheduled by phone, facetime, email, or on site as needed. An individual advising Curriculum plan will be developed in collaboration with the RN-BSN Coordinator/Academic Advisor and Nursing Faculty Molly Roche and will be emailed to your YSU email after admission to the Program. This Curriculum Advising Plan should be maintained and utilized for course selections and registration to complete the Program as planned for you individually on admission to the first Nursing class. Phone: 330.941.2179. Email: lkrobich@ysu.edu.

VIII. Program Evaluation

A. Survey Questionnaires

The nursing department's Evaluation Committee surveys all senior students upon graduation (senior evaluation) and again at one and five years after program completion (alumni evaluations).

Responses on these questionnaires are very important for the success of our program. The results are used for program evaluation, assessing student academic outcomes, making necessary revisions in our program, and meeting the criteria for program accreditation by the Accreditation Commission for Education in Nursing (ACEN) and The Commission on Collegiate Nursing Education, (CCNE).

GRADUATION POLICIES

I. Graduation Policies

- A. Students are expected to adhere to the policies governing graduation as set forth in the *YSU Undergraduate Bulletin*.
- A. The Bachelor of Science in Nursing (BSN) degree will be granted to the student who has successfully completed all required course work and required hours of 120 in the baccalaureate nursing curriculum with a minimum grade point average of a 2.00.
- C. Students must file an *Intent to Graduate* form prior to graduation 4-5 months before course completion. Go to www.ysu.edu, under e-Services for Students, go to Access My Student Information, graduation evaluation request and complete the form. After your evaluation is approved, go to <https://ysu.edu/registrar/graduation> and apply. Please adhere to deadlines. By following the prescribed nursing curriculum, you will have met all University, College, and Department requirements for graduation. Any changes in the curriculum because of committee approved course substitutions, waivers, or transfer credit must be carefully reviewed by the student and their advisor to be certain all graduation requirements are met. Students must apply for graduation and pay the course fee to graduate even if they do not plan to attend the graduation service.

STUDENT ORGANIZATIONS

I. National Student Nurses Association (NSNA)

The National Student Nurses Association is the only national organization for nursing students.

- A. The Purposes of NSNA are to:
 - 1. Assume responsibility for contributing to nursing education in order to provide for the highest quality of health care.
 - 2. Provide programs representative of fundamental and current professional interest and concerns.
 - 3. Aid in the development of the whole person, his/her professional role and his/her sense of responsibility for the health care of all people in all walks of life.
- B. This organization functions at the national, state, and local level. Youngstown State University has an active local chapter in which nursing students may apply for membership. The Ohio Student Nurses Association (OSNA) participates with other states in the NSNA.
- C. The focus of the local chapter of Student Nurse Association (SNA) is the promotion of professional nursing goals. The SNA officers consist of a President, Vice President, Secretary, Treasurer, Historian, and Junior and Senior Class Representatives. Various activities such as fund-raisers, social activities, mentorship programs and extra-curricular programs are conducted by the SNA organizations.

- D. The SNA chapter has two faculty advisors. Membership meetings are scheduled throughout the academic year for the SNA membership.
- E. Information regarding NSNA and SNA local chapters, including class officers, is posted on the SNA bulletin board outside the Nursing office.

II. Sigma Theta Tau International Honor Society (STTI) of Nursing

Sigma Theta Tau International Honor Society of Nursing is the only international honor society for nursing. This organization is a member of the Association of College Honor Societies.

The founders chose the name Sigma Theta Tau from the initials of the Greek words Storga, Tharos, Tima, meaning "love," "courage" and "honor." The mission of the Honor Society of Nursing, Sigma Theta Tau International is to support the learning, knowledge, and professional development of nurses committed to making a difference in health worldwide. The vision of the Honor Society of Nursing, Sigma Theta Tau International is to create a global community of nurses who lead in using knowledge, scholarship, service and learning to improve the health of the world's people.

A Nursing Honor Society was initiated in 1990 at YSU in order to meet requirements for establishing a local chapter of Sigma Theta Tau. Under the direction of Chapter Officers, Members and interested faculty students followed Sigma Theta Tau guidelines to structure this organization, develop by-laws, and select members to achieve its purpose. Sigma Theta Tau approved the establishment of Youngstown State University's Xi Xi Chapter and the first chapter induction occurred in June 1994.

Membership is by invitation to baccalaureate and graduate nursing students who demonstrate excellence in scholarship, and to nurse leaders exhibiting exceptional achievements in nursing. Sigma Theta Tau International sends students who meet eligibility criteria an invitation to join in the spring semester of each academic year. The Xi Xi induction ceremony is generally held on campus in the spring.

YSU's Xi Xi Chapter established a scholarship in 2006 for chapter members. Applications are available through the Youngstown State University Foundation.

STUDENT PARTICIPATION

I. Student Representatives on Committees

- A. RN's wishing to participate as a student representative should make their wishes known to the RN-BSN Program Coordinator and may serve on the following committees:
 - BSN Curriculum Committee
 - Evaluation Committee
 - BSN Orientation, Honors, and Awards Committee
- B. The Nominating Committee is responsible for selection and notification of committee appointments.
- C. Student representatives/alternates are notified of scheduled committee meetings by the appropriate Committee Chairperson or Co-Chairs.

- D. Student representatives are not permitted to attend meetings or participate in discussion of information regarding student grades or confidential data.
- E. A list of Student Representatives is maintained in the Nursing Department. Students are encouraged to forward questions or concerns related to the above committees through the appropriate student representative.

CLINICAL PLANNING

I. Clinical Courses

A. Nursing Courses with a Clinical Lab Component

Nursing 4852 Senior Capstone (20 clinical hours and Nursing 4854L, Leadership in Nursing (40 clinical hours) both have a clinical lab component and the student should register for the corresponding lab when taking 4854 Nursing Leadership. Senior Capstone 4852 should be taken the last semester of the Program followed by Nursing Leadership NURS 4854/L the last 7 weeks of the Nursing Program to complete these clinical hours.

B. Course Descriptions of Clinical Courses:

NURS 4852--Senior Capstone Practicum--3 s.h.

Provides students with opportunities to integrate and synthesize nursing knowledge through research, writing, and presentations on current topics and issues. Total experiential learning 20 hours. Take prior to NURS 4854/L, Nursing Leadership

Prerequisite: Valid RN Licensure & in last semester of the program.

NURS 4854/L--Nursing Leadership--4 s.h.

Nursing Leadership for Registered Nurses. Analysis, synthesis, and evaluation of care delivered by the healthcare team with emphasis on development of leadership and research roles for the registered nurse. Total experiential learning 40 hours.

Prerequisite: Valid RN Licensure & in last semester of the program and follows Senior Capstone Practicum.

II. Clinical Experience Guidelines Senior Capstone Practicum & Nursing Leadership

The clinical component of these courses concentrates on the application of knowledge and skills necessary to provide nursing leadership in the delivery of professional nursing care in a variety of practice settings. Students may participate in clinical learning activities in a setting of their choice. The nursing leadership / management skills of communication, decision-making, problem-solving, critical thinking, managing change, conflict, and time management provide the clinical emphasis. Students will also consider the integration of professional nursing care within the clinical setting.

Learning Goals

At the conclusion of the clinical experience, the student will be able to:

1. Apply knowledge of organizational / management / leadership theory to the nurse leader / manager role.
2. Utilize critical thinking and decision-making theory to analyze situations.
3. Integrate appropriate management and leadership behaviors.
4. Collaborate with others to attain goals.
5. Utilize the Quality Safety Education for Nurses concepts of Safety, Patient-Centered Care, Teamwork & Collaboration, Evidenced-Based Practice, Informatics and Quality Improvement to establish individual learning needs in collaboration with Nurse leader preceptor,
5. Demonstrate professional nursing practice.

III. Agency Selection & Preceptor Qualifications:

1. Students identify a practice setting for their clinical learning activities. Permission must be obtained from appropriate people in the organization and a signed YSU contract must be on file for all agencies. **Students must contact the Nursing Educator at their specific chosen facility for permission and requirements necessary for clinical experience. As a Nursing Student you may be required to obtain health requirements or complete educational requirements/forms beyond those required for you as a present employee. A Clinical Contract must be completed before beginning clinicals between the Clinical Agency and YSU so student's must submit this information as early as possible to Laura Robich, Student and Clinical Services Coordinator in the YSU Nursing Office.**

2. Students will identify an appropriate role model to oversee the learning experience. This individual may have a Master's Degree or be certified in the specialty area. Nurses with a BSN Degree with one year nursing experience and in a nursing leadership/manager role may be utilized to meet student goals. Requirements may be adjusted on an individual basis if preceptor has at least one year clinical experience in their leadership position.

A. Demonstrate competence in the leader role and has had at least one year of experience in current role.

B. Possess a desire and ability to facilitate student learning.

C. Is available to the student at all times during the clinical learning experience.

D. Preceptors will complete a Preceptor Qualification form to validate qualifications.

3. Students will write objectives for the clinical experience that reflect what they want to learn about the role selected. Objectives must be submitted prior to Clinical experience and must be approved by the Preceptor and Faculty. Selection and approval must be completed by Week 1 of the Semester to allow time to collaborate schedules between the student and Preceptor.

Students, faculty and preceptors will communicate as needed during the semester to monitor and evaluate the clinical learning activities and objectives.

4. Students may assist their preceptors in the performance of their professional responsibilities, as established and allowed by the clinical setting. Students should be active in the development of a Capstone Project on a nursing issue and participate in a Quality Improvement project on the unit such as a staff/patient teaching project, clinical in-service, practice update or assist in the development of updating clinical organization/assessment tool or evaluation of a quality improvement project on their unit. The developed Capstone Project will be presented to their Preceptor and nursing staff on the unit.

5. Students will schedule clinical activities for approximately four hours each week for six weeks (20 clinical hours at the clinical agency for the term,) during Senior Capstone Practicum NURS 4852 and approximately 6 hours/week for 7 weeks for a total of 40 hours of clinical in Nursing Leadership NURS 4854. Hours may be flexible i.e. before or after work or more hours one week to meet the needs of the students and Preceptors work schedules to ensure completion by the 7th week of the Term. These additional 40 clinical hours with the same nursing preceptor will be completed during the next 7-week term for a total of 60 hours with a Nursing preceptor. Collaboration of Capstone topic and Quality Improvement projects with Expert Clinicians may also be counted as clinical hours in the Nursing Courses.

6. Students will be required to Submit reflective Journal/Assignment to the faculty with each clinical day.

IV. Preceptor Roles and Responsibilities

The preceptor is an experienced competent nurse who serves as a nursing leadership / management role model and clinical educator for a registered nurse student. As a role model, the preceptor exemplifies the practice of professional nursing in their specific position and setting and orients the student to the philosophy, goals, policies, procedures, role expectations and physical facilities of the practice setting. The preceptor works closely with the student and faculty to assess student learning needs, plan learning experiences, implement the learning plan, and

evaluate student performance. The Nursing Faculty is responsible for writing the students' final evaluation though input will be requested from the nursing preceptor at the end of the clinical experience.

An effective preceptor leader / manager has the knowledge, skills and attitudes necessary to:

1. Manage nursing personnel and patient care according to established standards of practice.
2. Maintain collaborative working relationships with patients, students, faculty, colleagues and other members of the health care team.
3. Utilize resources successfully and appropriately.
4. Demonstrate leadership skills in the motivation of others, planned change, decision-making & clinical judgement / problem solving, verbal and written communication, and organization / delegation.
5. Practice the principles of teaching / learning and adult education.
6. Offer constructive guidance that is respectful, open-minded, and supportive.
7. Display enthusiasm for nursing and the preceptor experience.

General guidelines for clinical activities

1. Each student will have a primary preceptor. Other nursing leaders / managers may be selected as secondary preceptors as desired by the student and the primary preceptor to meet individual learning objectives. Students and preceptors will jointly plan their specific clinical schedules to best utilize time and meet objectives.
2. Set goals and review frequently with the student in development of their leadership role and role model specifics of preceptor's leadership/management position,
3. Encourage the student to utilize other resources within the setting to enhance learning: suggest other leaders / managers or clinical experts who may help the student meet the objectives or assist in guidance and collaboration with Capstone Project or Quality Improvement project.
4. Utilize professional experience and expertise to help the student grow. Enjoy this opportunity and share learning experiences with the student.

SAMPLE CURRICULUM/ADVISING PLAN:

Date:

This is your curriculum/advising sheet. Use it as a guide to assist you in program planning. Check off courses as you complete them. Active, unencumbered nursing license required for admission into the RN-BSN program.

ONLINE BSN-RN TRACK CURRICULUM AND DEGREE REQUIREMENTS-will automatically be added to transcripts

I. BLOCK CREDIT:	Hours
<input checked="" type="checkbox"/> BIOL 1551/L, 1552/L (Anatomy & Physiology 1&2 w/lab)	8
<input checked="" type="checkbox"/> BIOL 1560/L (Microbiology w/lab)	3
<input checked="" type="checkbox"/> PSYC 1560 (General Psych)	3
<input checked="" type="checkbox"/> ENGL 1550 (Writing 1)	3
<input checked="" type="checkbox"/> FNUT 1551 (Nutrition)	3
<input checked="" type="checkbox"/> SOC 1500 (Sociology)	3
<input checked="" type="checkbox"/> Arts & Humanity	3
<input checked="" type="checkbox"/> ELECTIVES	3

Block Credit:
 • DONE
 • 29 hours

II. Nursing Credit Escrow Hours-if needed for graduation hours-- up to 39
 This is credit for courses you took in your RN courses.
 You will get credit for some or all: NURS 2645/L (Prof 1)
 NURS 3731/L (Ob), NURS 3741/L (Prof 2), NURS 3743/L
 (Prof 3), NURS 4832/L (Peds), NURS 4840/L (Complex Care),
 NURS 4842/L (Mental Health)

Escrow Credit (applied to transcript by Nursing as needed):
 ___ needed
 ✖ not needed

III. 10 hours experiential credit given for unencumbered RN license NURS 3700 automatically added

Co-req's still needed:
 •

IV. CO-REQUISITES REQUIRED (See below for suggested sequence):

<input type="checkbox"/> CHEM 1520 (Chemistry, no lab required)	3
<input type="checkbox"/> ENGL 1551 (Writing 2-GER)	3
<input type="checkbox"/> PSYC 3758 (Human Growth and Development)	3

Credit for PSYC 3758 will be given if PSYC 755, 756 757 taken prior

Support courses still needed:
 •

V. Required Support Courses (See below for suggested sequence)

<input type="checkbox"/> STAT 2625 Statistics & Critical Reasoning (pre-req for NURS 3750)	4
<input type="checkbox"/> CMST 1545—Communication Foundations/Speech (GER)	3
<input type="checkbox"/> PHIL 2625—Intro to Prof Ethics, ART/HUMANITIES (AH) (GER)	3

VI. Required Nursing Courses (28 hrs—see below for suggested sequence)

<input type="checkbox"/> NURS 3725 Nursing Informatics	3
<input type="checkbox"/> NURS 3720 Professional Nursing	3
<input type="checkbox"/> NURS 3730 Culture in Nursing	3
<input type="checkbox"/> NURS 3735 Health Promotion across the Lifespan	3
<input type="checkbox"/> NURS 4804 Health Assessment RNs	3
<input type="checkbox"/> NURS 4846 Community Health for RNs	3
<input type="checkbox"/> NURS 3750 Evidence Based Practice -must have Stats first	3
<input type="checkbox"/> NURS 4852 Senior Capstone (w/20 hrs clinical*)	3
<input type="checkbox"/> NURS 4854/L Nursing Leadership (w/40 hrs clinical*)	4
<input type="checkbox"/> NURS electives or Individual Studies (only if hours needed)	0

Total Hours to date:
 Block: CR
 Nursing courses: 28
 Non-nursing courses:
 RN license credit: 10
 TOTAL:
 Graduation hours will be met if curriculum is followed: ✖

VII. Additional elective, AH or individual studies hours may be needed to meet graduation requirement of 120 minimum program hours. At least 48 hours in upper-division courses (3700 & 4800 level) required. A Bachelor of Science in Nursing degree will be granted to the student who has completed the required baccalaureate nursing curriculum with a minimum grade point average of 2.00.

*Clinical = Students choice of preceptor usually done at work location. Contract is required before course begins between the clinical site and YSU. Student should choose preceptor and complete contract semester prior to this course.

LAYOUT BY TERM: **BY FOLLOWING THIS FORMAT, YOU WILL FULFILL YOUR COURSE REQUIREMENTS BY**

SPR 1, 2021	SPR 2, 2021	SUMM 1, 2021	SUMM 2, 2021	FALL 1, '21	FALL 2, '21
(1/11/21-2/27/21)	(3/15/21-5/1/21)	(5/17/21-7/3/21)	(7/16/21-8/21/21)	(8/30/21-10/16/21)	(10/25/21-12/11/21)
NURS 3725	NURS 3735	NURS 4804	NURS 3750	NURS 4854	
NURS 3720	NURS 3730	NURS 4846	NURS 4852	NURS 4854L	





YSU COLLEGE OF NURSING RN-BSN COURSE GRID

RN-BSN COURSES: 1 COURSE PER 7 WK = PART TIME TRACK, 2 COURSES PER 7 WK = FULL TIME TRACK. REFER TO YOUR PERSONAL CURRICULUM SHEET.

FIRST FIXED FIRST COURSE IS ALWAYS *NURS 3725 AND LAST COURSES ALWAYS **NURS 4852, CAPSTONE AND *NURS 4854L, NURSING LEADERSHIP IN THAT ORDER**

Spring 1 1/11/21- 2/27/21	Spring 2 3/15/21-5/11/21	Summer1 5/17/21- 7/3/21	Summer2 7/16/21- 8/21/21	Fall 1 8/30/21- 10/16/21	Fall 2 10/25/21- 12/11/21	Spring 1 1/10/22- 2/26/22	Spring 2 3/14/22- 4/30/22	Summer 1, 2022	Summer 2, 2022	Fall 1, 2022	Fall 2, 2022	Spring 1, 2023	Spring 2, 2023	Summer 1, 2023	Summer 2, 2023
*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics	*NURS 3725 Nursing Informatics
NURS 3720 Professional Nursing	NURS 3730 Culture in Nursing	NURS 4804 Health Assessment for RN's	NURS 3720 Professional Nursing	NURS 3730 Culture in Nursing	NURS 4804 Health Assessment for RN's	NURS 3720 Professional Nursing	NURS 3730 Culture in Nursing	NURS 4804 Health Assessment for RN's	NURS 3720 Professional Nursing	NURS 3730 Culture in Nursing	NURS 4804 Health Assessment for RN's	NURS 3720 Professional Nursing	NURS 3730 Culture in Nursing	NURS 4804 Health Assessment for RN's	NURS 3720 Professional Nursing
NURS 3750 Evidence Based Practice (pre-req=Stats)	NURS 3735 Health Promotion Across the Lifespan	NURS 4846 Community Health Nursing for RN's	NURS 3750 Evidence Based Practice (pre-req=Stats)	NURS 3735 Health Promotion Across the Lifespan	NURS 4846 Community Health Nursing for RN's	NURS 3750 Evidence Based Practice (pre-req=Stats)	NURS 3735 Health Promotion Across the Lifespan	NURS 4846 Community Health Nursing for RN's	NURS 3750 Evidence Based Practice (pre-req=Stats)	NURS 3735 Health Promotion Across the Lifespan	NURS 4846 Community Health Nursing for RN's	NURS 3750 Evidence Based Practice (pre-req=Stats)	NURS 3735 Health Promotion Across the Lifespan	NURS 4846 Community Health Nursing for RN's	NURS 3750 Evidence Based Practice (pre-req=Stats)
**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone	**NURS 4852 Capstone
***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership	***NURS 4854L Nursing Leadership

GEN-ED 7 WEEK WEB BASED COURSES- TAKE ONLY IF NEEDED (CHECK YOUR CURRICULUM SHEET FOR COURSES NEEDED):

Intro to Professional Ethics/AH	CMST 1545 Communications	STAT 2625 Statistics	Intro to Professional Ethics/AH	CMST 1545 Communications	STAT 2625 Statistics	Intro to Professional Ethics/AH	CMST 1545 Communications	STAT 2625 Statistics	Intro to Professional Ethics/AH	CMST 1545 Communications	STAT 2625 Statistics	Intro to Professional Ethics/AH	CMST 1545 Communications	STAT 2625 Statistics	Intro to Professional Ethics/AH
Chemistry	Lifespan Development	Writing 2	Chemistry												

RN-BSN –Nursing Course Descriptions (total 28 hours)**NURS 3720--Professional Nursing--3 s.h.**

Concepts related to professional nursing practice for graduates of ADN and diploma programs.

Prerequisite: Valid RN Licensure.

NURS 3725--Nursing Informatics--3 s.h.

This course explores nursing and health care informatics and its application to nursing practice and nursing education. Includes technological strategies to access, evaluate and document information and apply skills to patient care in the nursing profession. Development of computer skills to be successful in the online teaching format are included.

Prerequisite: Valid RN Licensure & admission to online RN-BSN completion program.

NURS 3730--Culture in Nursing--3 s.h.

Culture in Nursing: Students will develop cultural awareness, assessment, communication and intervention techniques for various cultures. The application of culture to the practice of Nursing will be emphasized.

Prerequisite: Valid RN Licensure.

NURS 3735--Health Promotion Across the Lifespan--3 s.h.

This course provides the student with a theoretical foundation for wellness, health promotion and disease prevention across the lifespan. The role of the nurse as a health educator and patient advocate for health care and maintenance of health for patients of various ages, their families and groups will be explored. Students will develop a plan of care to ensure healthy lifestyles and promotion of wellness. Three class hours and no clinical hours/week.

Prerequisite: Valid RN Licensure.

NURS 4804--Health Assessment for RN's--3 s.h.

Increase clinical knowledge and skills in health assessment of clients of various age groups, and the reporting and recording of findings.

Prerequisite: Valid RN Licensure.

NURS 4846--Community Health Nursing for RN's--3 s.h.

A synthesis of nursing and public health sciences emphasizing health of communities through assessment analysis of at-risk population groups. Includes nursing role in healthcare policy. Three hours of lecture and experiential Community assessment project.

Prerequisite: Valid RN Licensure.

NURS 3750--Nursing Research--3 s.h.

Process of research using reasoning and scientific rigor in critical analysis of nursing research.

Prerequisite: Valid RN Licensure & **STAT 2625**.

NURS 4852--Senior Capstone Practicum--3 s.h.

Provides students with opportunities to integrate and synthesize nursing knowledge through research, writing, and presentations on current topics and issues. Total experiential learning 20 hours. Take prior to NURS 4854/L, Nursing Leadership

Prerequisite: Valid RN Licensure & in last semester of the program prior to Nursing Leadership.

NURS 4854/L--Nursing Leadership--4 s.h.

Nursing Leadership for Registered Nurses. Analysis, synthesis, and evaluation of care delivered by the healthcare team with emphasis on development of leadership and research roles for the registered nurse.

Total experiential learning 40 hours. **Prerequisite:** Valid RN Licensure & in last semester of the program and follows Senior Capstone Practicum.

RN-BSN Course Description for Block Credit or Prior Learning Credit (PLA) 23 hours

See RN-BSN Curriculum/Advising Sheet

BIOL 1551 - Anatomy and Physiology 1 -

Structure, function, and clinical applications of the integument, musculature, skeletal, and nervous systems. Targeted for students in nursing and associated health professions. Three hours of lecture. Not applicable to the Biology major. Prereq.: High school biology, CHEM 1501 or equivalent, and MATH 1501 or equivalent. 3 s.h.

BIOL 1551L - Anatomy 1 Laboratory for Health Professions

Anatomical study of skeletal, muscular, and nervous systems. For students in nursing and associated health professions. Two hours of laboratory per week. Not applicable to the Biology major. BIOL 1551 must be taken either previous or concurrent. 1 s.h.

BIOL 1552 - Anatomy and Physiology 2

Structure, function, and clinical applications of the endocrine, cardiovascular, respiratory, renal, digestive, and reproductive systems. Targeted for students in nursing and associated health professions. Three hours lecture, two hours lab. Not applicable to the Biology major. Prereq.: BIOL 1551. 4 s.h.

BIOL 1552L - Anatomy and Physiology 2 Laboratory

Anatomy and Physiology 2 Laboratory. 0 s.h.

BIOL 1560 - Microbiology for the Health Professions

Characteristics, epidemiology, and pathology of viruses, bacteria, and protozoa of medical significance. Other topics dealing with the control of microorganisms and food microbiology will be covered. Not applicable to a biology major. Two hours of lecture. Must be taken concurrent with BIOL 1560L or substitute. 2 s.h.

BIOL 1560L - Microbiology Laboratory for Health Professions

Microscopy, cultivation, and identification of bacteria. Microbiology of foods. Disinfection techniques. Not applicable to a biology major. Three hours of laboratory per week. Must be taken concurrent with BIOL 1560. 1 s.h.

PSYC 1560 - General Psychology

An examination of scientific and clinical approaches to understanding the relationships between ones physical, mental, and emotional well-being, and quality of life, including the basic principles governing the growth and maintenance of behavior, emotion, and cognition. 3 s.h.

ENGL 1550 - Writing 1

Strategies for writing as a means of critical inquiry, with focus on writing processes and on the roles of writer, audience, and purpose as they affect writing. Students divide their time between regular classrooms and computer classrooms, where they have the opportunity to acquire and develop basic word-processing and electronic communication skills. Open to students on the basis of Composition and Reading Test results or successful completion of ENGL 1509, ENGL 1539 or ENGL 1540. Grading is ABC/NC. 3 s.h.

FNUT 1551 - Normal Nutrition

The fundamentals of normal nutrition as they apply to health; nutritional needs during various stages of the life cycle; dietary guides and their application to the selection of adequate diets; problems of nutritional deficiencies and excesses. Prereq.: CHEM 1500 or high school equivalent. 3 s.h.

SOC 1500 - Introduction to Sociology

An introduction to the science of human societies and groups: analysis of the structures, functions, and processes that bring about changes in societies, groups, communities, classes, and institutions. 3 s.h.

RN-BSN REQUIRED SUPPORT COURSES – 19 HRS:**STAT (MATH) 2625 - Statistical Literacy and Critical Reasoning**

An introduction to statistics and its applications. Topics include descriptive statistics, experimental design, probability sampling distribution, statistical inference, correlation and regression. Emphasis on applications, critical reasoning, and data analysis using statistical software. Prereq.: MATH 1501 or at least Level 20 on the Mathematics Placement Test. Credit will not be given for both MATH 2623 and 2625. 4 s.h.

CMST 1545 - Communication Foundations

Theories, strategies, and skills for competent participation in interpersonal, group, and public communication situations. Application exercises in interpersonal, group, and public communication. Prereq.: Qualified to take ENGL 1550. 3 s.h.

ENGL 1551 - Writing 2

Practice in writing with emphasis on the process of investigation: exploration of topics, formulation of tentative theses, collection of data from suitable primary and secondary sources, and clear and appropriate presentation of the results of these inquiries. Students divide their time between regular classrooms and computer classrooms, where they have the opportunity to perform research on the World Wide Web. Grading is ABC/NC. Prereq.: ENGL 1550 or ACT English score of 28 or higher, or appropriate Composition and Reading Test results. 3 s.h.

PSYC 3758 - Lifespan Development

Study of theory and research on development from conception to death. Focus upon psychological, physiological, social and cultural influences. May not be taken for credit if the student has received credit for two or more of PSYC 755, 756, 757, 3755, 3756, 3757. Prereq.: PSYC 1560. 3 s.h.

CHEM 1520 Allied Health Chemistry for Online Programs

An overview of general, organic, and biochemistry. General chemistry introduces basic principles of chemistry. Organic chemistry examines the physical and chemical properties of molecules based on their functional groups. Biochemistry applies these chemistry concepts to the living organism. Intended for students in the accelerated RN to BSN program. 3 s.h.

ARTS & HUMANITIES**PHIL 2625 Introduction to Professional Ethics—7 week fully online; offered twice yearly**

An examination of the ideals and virtues central to professionalism; study of selected codes of professional ethics and their roots in classical ethical traditions; and analysis of selected ethical issues and problems in a variety of professions. 3 s.h.

Nursing Student Essential Functions/Abilities for Admission and Progression

Certain functional abilities are essential for the nursing student to deliver safe, effective nursing care. These abilities are essential because they constitute core components of nursing practice, and there is a high probability that negative consequences will result for patient/clients under the care of nurses who fail to demonstrate these abilities. Essential functions/abilities are listed below, but this list is not meant to be exhaustive.

Visual Ability	Acute visual skills necessary to detect signs and symptoms, body language of patient, color of wounds and drainage, and possible infections anywhere. Interpret written word accurately, and read small characters or numbers on a syringe or medication package.
Hearing Ability	Auditory ability sufficient for observation and assessment necessary for nursing care. Examples include ability to hear monitor alarms, emergency alarms, auscultatory sounds, and cries for help.
Tactile Ability	Sense of touch sufficient to perform physical assessment without an intermediary. Examples include sensitivity to heat, cold, pain, pressure, and ability to collect assessment data through palpation and percussion.
Motor Abilities Fine motor Gross motor	Gross and fine motor abilities including physical ability, coordination and dexterity sufficient for providing safe and effective nursing care without an intermediary. Ability to execute motor activities in a confined space reasonably required to provide physical care and to provide emergency treatment to patients. Examples include administering intravenous, subcutaneous, enteral, medications; venipuncture; using sterile technique to insert urinary catheter; calibrating or using equipment; applying and removing protective equipment; and performing CPR.
Mobility	Physical ability, flexibility, and endurance to stand for prolonged periods of time, move from room to room(up to 8-12 hours), respond quickly to an emergency situation and perform cardiopulmonary resuscitation. Ability to lift loads in excess of twenty-five pounds with appropriate lifting technique. Assist patients in transferring, ambulating, and/or move equipment without injury to self or others.
Cognitive Ability Critical Thinking	Critical thinking ability sufficient for problem-solving and clinical judgment. Identify cause-effect relationships in clinical situations and develop nursing care plans.

Clinical Judgment	Assess risks and provide for patient safety. Consider multiple priorities and make effective decisions quickly.
Mental Alertness	Constant mental awareness necessary to be attentive to the patient's clinical condition and the environment in which the nurse is functioning in at all times to: work with potential hazards (blood borne pathogens and tuberculosis), follow standard precautions to prevent exposures, provide patient care safely and effectively in environment with excessive auditory and visual stimuli (e.g. an intensive care or emergency department with audible and visual alarms).
Comprehension	Comprehend and process instructions readily. Engage in written and oral directives related to patient care, focusing and remembering information given by faculty to assimilate and apply to patient care. Perform math calculations.
Communication Ability	Communicate effectively in interactions with others verbally, nonverbally and in written form.
Verbal	
Nonverbal	Examples include effective reading and writing skills for patient communication, patient education, record keeping, and professional healthcare team interaction.
Behavioral Ability	Behavior demonstrating the emotional health required for full use of intellectual abilities; exercising good judgment; completing responsibilities promptly; developing a mature, sensitive, and effective relationships with patients and families; adapting to changing environments; and function effectively under stress.
Emotional	
Function Under	
Stress	
Interpersonal Ability	Interpersonal abilities sufficient to interact with individuals, families and groups from a variety of social, emotional, cultural, and intellectual backgrounds.
Social	
Emotional	
Cultural	
Intellectual	

According to the clinical agency where you are doing your preceptor clinical experience they may require some or all of the following CPR, Criminal Background Check, Drug Screening and Health Requirements and Immunizations: **Students should contact their clinical agency Nurse Educator or Education Dept, before starting Senior Capstone NURS 4852 for specific health, immunization or forms required before attending clinicals even if you are employed there too.**

History and Physical Exam	Exam* by Primary Health Care Provider or Student Health Service on the Department's H&P form	Due by the first Monday in November after admission
Measles, Mumps, Rubella (MMR) Immunity	Positive Titer for measles, mumps, and rubella virus	Waived if student born before 1957
Varicella (Chicken pox) Immunity	Positive Varicella Titer Test	
Hepatitis B Immunity	Positive Hepatitis B Surface Antibody (HBs AB) Titer If it is negative, begin Hepatitis B Series:* First dose upon admission Second dose 1 month after dose #1 Third dose 6 months after dose #2	If HBsAb is negative, a second series of 3 Hepatitis Vaccine injections or a booster is required. Then, a positive HBsAB titer 1-2 months after 3 rd dose of vaccination is required
Tdap	Tdap* (Tetanus, Diphtheria, and Pertussis) Vaccine is required one time. This needs updated every 5 years.	If pregnant, need to get repeat doses of Tdap with each pregnancy
Influenza	Seasonal Flu Vaccine	Required by first Monday in November and every year thereafter
TB test	Mantoux TB test* If positive, follow-up with a health care provider and a negative chest x-ray result is required.	Required on admission: Two-step testing (1-3 weeks apart). For sophomores ONLY! Then one TB test is required annually thereafter.
CPR	Basic Life Support (BLS) Certification for Health Care Provider . This includes adult, child, infant and AED training.	Required on admission and must be kept current.
Drug Screening	Negative Drug Screen	On Admission AND every year thereafter.
Criminal Background Check	Fingerprinting for BCI & I & FBI checks	Required on admission AND every year thereafter

* Available through the Student Health Center at YSU. The above requirements could be required by your clinical site and are due before the clinical experience.

Criminal History and Effect on Nursing Education Program Enrollment, License Eligibility and Employment

Can I go to nursing school if I have a Domestic Violence conviction?" "Am I able to get a nursing license if I have a couple of misdemeanors on my record? "What if I have a felony conviction?" "I already have a nursing license and I've recently been convicted of a criminal offense. Will I lose my nursing license?" "How is it that I was able to get my nursing license with a few older misdemeanor convictions, but I can't get a nursing job at a long-term care facility?" These are just some of the questions the Ohio Board of Nursing frequently receives. Although criminal records are reviewed on a case-by-case basis, the Board has posted general information that may address many of these questions on its website. See the *Criminal History*

Fact Sheet at www.nursing.ohio.gov/discipline.htm.

Attending a nursing program

The Board will not provide information as to whether a person, because of his or her criminal conviction history, is eligible to enroll in a particular nursing program. This is because nursing education programs, while regulated by the Board, are free to establish individual admissions criteria, which may include consideration of criminal background. Potential students are encouraged to contact the nursing program that they are interested in attending to determine their eligibility. Nursing programs vary in regard to enrollment criteria in part due to the variety of facilities the programs contract with in order for students to perform clinical rotations. If a person has been informed by a particular nursing program that he or she is ineligible to attend/enroll in that program, the person may wish to contact other programs to review eligibility criteria. A complete list of approved programs is posted on the Board's website at www.nursing.ohio.gov/education.htm.

Obtaining a nursing license and/or maintaining current nursing license

If a person has been convicted of one of eleven felonies, the Board cannot consider an application submitted from that person. These convictions are commonly referred to as "absolute bars" and include the following offenses (or substantially similar offenses in other jurisdictions): Aggravated Murder, Murder, Voluntary Manslaughter, Felonious Assault, Kidnapping, Rape, Sexual Battery, Aggravated Robbery, Aggravated Burglary, Gross Sexual Imposition, and Aggravated Arson. If a person has been issued a nursing license and is later convicted of one of these absolute bars, the Board is required to *automatically suspend* the nurse's license, effective as of the date of his or her conviction, guilty plea or finding of guilt.

Aside from the above-noted absolute bars, the Board *may* refuse to grant a license, revoke a license or otherwise discipline a license for any felony, any drug-related misdemeanor, any misdemeanor involving gross immorality or moral turpitude, or any misdemeanor occurring in the course of practice. Regarding whether crimes involve gross immorality or moral turpitude, there is no statute or rule describing which crimes meet this legal description. Rather, the Board reviews each case individually based on the underlying acts and circumstances involved, as well as by referring to existing case law.

The Board will not issue a decision (or provide a written or verbal opinion) regarding the effect of a person's criminal history on his or her licensure application before the Board receives an

application and all relevant information is reviewed. This means, for example, that the Board cannot inform a nursing student, or potential nursing student, as to whether the student will receive a nursing license or have discipline imposed on a license granted to him or her because of the student's criminal history. Similarly, the Board cannot inform a nurse as to what, if any, disciplinary action will be taken on his or her license if he or she is convicted of a particular offense.

Before making a determination on a license application or a disciplinary recommendation on an existing license, the Board reviews information including but not limited to court records, police reports, witness statements and any written explanation provided by the applicant or nurse. If a person has submitted a license application, or a nurse has submitted a renewal application, and a plea of guilty, conviction, or grant of intervention in lieu of conviction has been reported, the applicant (or nurse) is requested to provide court documents *and* a written explanation. If these items are not provided, a delay in processing the application will occur, as Board staff will contact the applicant or nurse requesting that these materials be provided.

Just because an applicant or nurse is required to report a criminal offense does not mean that the applicant's application will be denied, or that the nurse's license will be disciplined. The Board considers a number of factors when determining whether disciplinary action should be taken on an application or nursing license. The factors include, but are not limited to: when the offense occurred in relation to the application date, if the applicant or nurse has had other convictions or disciplinary action, the acts underlying the offenses, and whether restitution has been made and/or probationary terms have been completed.

Sometimes, applicants are confused or frustrated when disciplinary action is proposed or taken on their applications. Applicants may express the belief that because they were able to enroll in and complete a nursing program (with the program's knowledge of the student's criminal conviction), the criminal conviction should have no bearing or effect on the Board's application process. This is simply not true, as the Board has jurisdiction to deny an application or discipline a license based on criminal history as discussed above. As with most, if not all professional licenses, completion of an educational program does not guarantee the professional license sought.

Obtaining employment in certain settings

Sometimes a person who has been convicted of one or more criminal offenses and who has been granted a nursing license finds that he or she is precluded from working in certain settings, such as elder or pediatric care. This is because Ohio law, enacted pursuant to Senate Bill 38 (in 1993) and Senate Bill 160 (in 1997), not only requires background checks for potential employees in certain settings, but also establishes "disqualifying offenses." For example, a person who has two misdemeanor theft convictions that occurred ten years prior to the date of submitting a nursing license application may, after review by the Board, be granted a nursing license without disciplinary action. Yet based on the convictions the individual may be disqualified according to SB 38 or SB 160 from working in a facility and providing direct care to older adults. The issuance of a nursing license does not guarantee nursing employment. For more information regarding disqualifying offenses, please see Chapter 3701-13, OAC.

In addition to Ohio law, federal law mandates criminal records checks with respect to work in facilities or settings that receive federal funding. For example, the 2010 Patient Protection and Affordable Care Act (P.L. 111-148), Section 6201, requires the Secretary of Health & Human Services to carry out a nationwide program for states to conduct national and statewide criminal background checks for direct patient access employees of nursing facilities and other providers.

Because the state and federal laws related to criminal backgrounds apply to any employment in certain settings, and not just nursing employment, and because the Board does not enforce these laws and has no jurisdiction regarding employability in these settings, Board staff will not provide information or advice as to whether a person, given his or her criminal background, is hireable or eligible for employment with a particular facility or agency.

The informed approach

Because a criminal history can have different effects at the educational, licensure, and employment levels, when a person is considering pursuing a nursing career, it is best to have as much information as possible prior to deciding to enroll in a nursing program. The Board encourages individuals who have criminal histories and who are interested in pursuing a nursing career to: (1) Contact approved nursing education programs and ask about the programs' enrollment criteria with respect to criminal convictions; (2) Review the criminal history information available on the Board's website (www.nursing.ohio.gov); and (3) Contact healthcare facilities and inquire about hiring criteria with respect to criminal convictions

From Ohio Board of Nursing website, May 2012



Health Risk Information

Youngstown State University
Bitonte College of Health and Human Services
Centofanti School of Nursing

Students choosing a program of study in dental hygiene, emergency medical technology, medical assisting technology, medical laboratory technology, medical technology, respiratory care, or nursing are advised that some risk is inherent to students during their clinical education. These risks include, but are not limited to, exposures to human immunodeficiency virus (HIV), Hepatitis B virus (HBV) and other communicable diseases.

As part of the clinical education process, students are required to engage in a variety of clinical activities. Although a student's competency in any particular skill has been previously achieved, students perform clinical skills in situations where inherent risk exists.

Therefore, be it known, that Youngstown State University wishes to advise the student upon admission into this restricted health care delivery education program, of the aforementioned risk. Also, refusal to engage in clinical educational procedures or treatments may result in the student's dismissal from the nursing program.

Youngstown State University is also required to disclose the health status of its students seeking clinical affiliations at various hospitals, clinics, and other health care delivery systems. The University is not responsible for any student unable to complete a program's educational requirements due to the student's inability to be accepted for clinical learning because of health policies of an affiliated health care agency or the policies of the appropriate licensing boards.

Code of Ethics for Nurses

1. The nurse, in all professional relationships, practices, with compassion and respect for the inherent dignity, worth, and uniqueness of every individual, unrestricted by considerations of social or economic status, personal attributes, or the nature of health problems.
2. The nurse's primary commitment is to be patient, whether an individual, family, group or community.
3. The nurse promotes, advocates for, and strives to protect the health, safety, and rights of the patient.
4. The nurse is responsible and accountable for individual nursing practice and determines the appropriate delegation of tasks consistent with the nurse's obligation to provide optimum patient care.
5. The nurse owes the same duties to self as to others, including the responsibility to preserve integrity and safety, to maintain competence, and to continue personal and professional growth.
6. The nurse participates in establishing, maintaining, and improving health care environments and conditions of employment conducive to the provision through individual and collective action.
7. The nurse participates in the advancement of the profession through contributions to practice, education, administration, and knowledge development.
8. The nurse collaborates with other health professionals and the public in promoting community, national, and international efforts to meet health needs.
9. The profession of nursing, as represented by associations and their members, is responsible for articulation nursing values, for maintaining the integrity of the profession and its practice, and for shaping social policy.

Please see this link for updated Code of Nursing

<https://www.nursingworld.org/coe-view-only>

Social Media Policy YSU Nursing Students

Social media can benefit the learning experience of students. However, this media must be used appropriately with confidentiality and privacy maintained at all times.

No personal phone calls or texting are permitted while in patient areas or in the classroom. If an emergency arises during class, the student is asked to leave the room to respond to the phone call or text.

Clinical resources (e.g. Drug Handbook, Lab values) may be accessed on a cell phone or PDA during clinical. Permission to use these resources must be obtained from faculty and the clinical facility. If these resources are on a cell phone, it is expected that the cell phone will be silenced.

Use of computers (PDAs, Notebooks, iPads, etc.) in the classroom are restricted to note taking and classroom activities. Other use is distracting to fellow students and those in close proximity.

No pictures or videotaping may be taken of faculty or fellow students without their consent.

No pictures or videotaping may be taken of patients/patient families.

Students are expected to abide by the following guidelines, “How to Avoid Disclosing Confidential Patient Information”, developed for nurses by the National Council of State Boards of Nursing:*

With awareness and caution, nurses [nursing students] can avoid inadvertently disclosing confidential or private information about patients. The following guidelines are intended to minimize the risks of using social media:

- Nurses [nursing students] must recognize that they have an ethical and legal obligation to maintain patient privacy and confidentiality at all times.
- Nurses [nursing students] are strictly prohibited from transmitting by way of any electronic media any patient-related image. In addition, nurses [nursing students] are restricted from transmitting any information that may be reasonably anticipated to violate patient rights to confidentiality or privacy, or otherwise degrade or embarrass the patient.
- Nurses [nursing students] must not share, post or otherwise disseminate any information or images about a patient or information gained in the nurse/patient relationship with anyone unless there is a patient-care-related need to disclose the information or other legal obligations to do so.
- Nurses [nursing students] must not identify patients by name, or post or publish information that may lead to the identification of a patient. Limiting access to posting through privacy settings is not sufficient to ensure privacy.
- Nurses [nursing students] must not refer to patients in a disparaging manner, even if the patient is not identified.

- Nurses [nursing students] must not take photos or videos of patients on personal devices, including cell phones. Nurses [nursing students] should follow employer [clinical facility] policies for taking photographs or videos of patients for treatment or other legitimate purposes using employer-provided devices.
- Nurses [nursing students] must maintain professional boundaries in the use of electronic media. Like in-person relationships, the nurse [nursing student] has an obligation to establish, communicate and enforce professional boundaries with patients in the online environment. Use caution when having online social contact with patients or former patients. Online contact with patients or former patients blurs the distinction between a professional and personal relationship. The fact that a patient may initiate contact with the nurse [nursing student] does not permit the nurse [nursing student] to engage in a personal relationship with the patient. Nurses [nursing students] must consult employer [clinical facility] policies or an appropriate leader within the organization for guidance regarding work related postings.
- Nurses [nursing students] are legally responsible for individual postings and may be subject to liability of individual posting are found defamatory, harassing, or in violation of any other applicable law.
- Nurses [nursing students] are legally liable for postings on your own site and on the sites of others. This includes commentary deemed to be copyrighted, defamatory, or obscene (as defined by the courts).
- Students who share confidential or unprofessional information do so at the risk of disciplinary action including failure in a course and/or dismissal from the program.
- Nurses [nursing students] must promptly report any identified breach of confidentiality or privacy.
- Nurses [nursing students] must be aware of and comply with employer [university/clinical facility] policies regarding use of employer-owned computers, cameras and other electronic devices, and use of personal devices in the workplace.
- Nurses [nursing students] must not post content or otherwise speak on behalf of the employer [university] unless authorized to do so and must follow all applicable policies of the employer [university].

*Reprinted with the permission of the National Council of State Boards of Nursing
A Nurse's Guide to the Use of Social Media
 National Council of State Boards of Nursing; Chicago, IL 60601
 How to Avoid Disclosing Confidential Patient Information, pp.12-13

Violation of this policy will result in removal from the course and associated clinical.

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PROGRAM OVERVIEW AND TUITION

The RN to BSN online program at YSU is designed for working nurses with a desire to transform healthcare. Prepare to sharpen your practical and analytical skills, broaden your understanding of best practice, community health and culture and take on more responsibilities as a leader in a hospital or healthcare organization. This online program will also prepare you to move forward with an enhanced evidence-based and health promotion practice and the clinical reasoning that drives a culture of safety to prevent risk of harm to patients, colleagues and the environment.

Courses are taught by the same faculty who teach on campus and who are committed to involving you as a member of the YSU community with ongoing support and open communication.

Tuition* = \$9,800 for 28 hours Nursing Coursework/\$350 per credit hour for nursing or other courses needed.

***Tuition is subject to change**

Ethical Writing Policy for Online RN-BSN Program

It is recommended that you read the Code of Conduct information on the YSU website: <https://ysu.edu/student-conduct/code-conduct>.

If it is determined that cheating and/or plagiarism have taken place, you should understand that the consequences of this action may be carried out as explained in the Student Conduct Code at Youngstown State University. APA Guidelines should be used as a resource in giving others credit for their work and sources should be cited with all online postings or assignments.