



# **DNP Student Handbook**

2011 - 2012

*July 2011*

## PREFACE

The purpose of this student handbook is to assist you in understanding the policies, procedures, and general information specific to the DNP program within the College of Nursing at East Tennessee State University. The information in this guide should supplement, not substitute, information published in the East Tennessee State University graduate catalog and the university student handbook, *Spectrum*.

Successful matriculation and graduation from an academic program requires adherence to all policies, procedures, and regulations as stipulated by both the College of Nursing and the university. If you have any questions regarding requirements or policies, do not hesitate to refer them to your academic advisor, program director, or other appropriate persons.

This handbook presents the policies, procedures, and general information in effect at the time of publication. Students affected by any changes to this handbook will be notified in writing. The current handbook will also be available online at <http://www.etsu.edu/nursing> in the Graduate Programs section.

This handbook is not intended to state contractual terms and does not constitute a contract between the student and the College of Nursing.

East Tennessee State University is a Tennessee Board of Regents institution and is fully in accord with the belief that educational and employment opportunities should be available to all eligible persons without regard to age, gender, color, race, religion, national origin, veteran status, disability, or sexual orientation.  
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# **EAST TENNESSEE STATE UNIVERSITY COLLEGE OF NURSING**

## **VISION STATEMENT**

To be the best College of Nursing in the state and region, nationally recognized for excellence in improving health through the integration of teaching, research, service and practice

## **MISSION STATEMENT**

The mission of the College of Nursing is to facilitate the health of the community through excellence and innovation in nursing education, research, service and practice

## **GOALS**

1. Provide high quality nursing programs.
2. Provide BSN, MSN, DNP and PhD graduates to address nursing workforce needs.
3. Provide culturally diverse opportunities for students and faculty.
4. Engage in faculty and/or student research and scholarly activities that improve health and advance nursing knowledge.
5. Deliver innovative health care in partnership with communities.
6. Influence systems and policies, through professional leadership, to improve health, and health in the community.

## **D.N.P. PURPOSE AND GOALS**

The Doctor of Nursing Practice (DNP) degree program is designed to produce leaders in nursing and healthcare practice. Specific objectives for the program are to provide students with the knowledge, skills, and values to:

1. Integrate specialized knowledge, theories, and research from nursing science and related disciplines for application to nursing practice;
2. Assume leadership roles as advanced clinicians, nurse educators, and/ or administrators;
3. Demonstrate accountability in nursing practice according to accepted standards of patient care and safety;
4. Use information technology to translate research findings into evidence-based practice at the individual and health system levels;
5. Affect desired change by developing and implementing policies at different levels of the health care system and with different constituencies;
6. Provide multidisciplinary leadership through analysis of critical indicators within health care systems to provide optimal client care and safety; and
7. Demonstrate advanced knowledge and skill in planning and delivery of health management.

## **D.N.P. PROGRAM COMPETENCIES**

The competencies expected of a DNP graduate from ETSU are adopted directly from the eight essentials of doctoral education for advanced practice in nursing as specified by the American Association of Colleges of Nursing (2006, pp. 8-17).

On completion of the D.N.P.. degree program, the graduate will be able to:

1. Scientific Underpinnings for Practice
  - a. Integrate nursing science with knowledge from ethics, the biophysical, psychosocial, analytical, and organizational sciences as the basis for the highest level of nursing practice.
  - b. Use science-based theories and concepts to:
    - Determine the nature and significance of health and health care delivery phenomena;
    - Describe the actions and advanced strategies to enhance, alleviate, and ameliorate health and health care delivery phenomena as appropriate, and
    - Evaluate outcomes.
  - c. Develop and evaluate new practice approaches based on nursing theories and theories from other disciplines.
2. Organizational and Systems Leadership for Quality Improvement and Systems Thinking
  - a. Develop and evaluate care delivery approaches that meet current and future needs of patient populations based on scientific findings in nursing and other clinical sciences, as well as organizational, political, and economic sciences.
  - b. Ensure accountability for quality of health care and patient safety for populations with whom they work.
    - Use advanced communication skills/processes to lead quality improvement and patient safety initiatives in health care systems.
    - Employ principles of business, finance, economics, and health policy to develop and implement effective plans for practice-level and/or system-wide practice initiatives that will improve the quality of care delivery.
    - Develop and/or monitor budgets for practice initiatives.
    - Analyze the cost-effectiveness of practice initiatives accounting for risk and improvement of health care outcomes.
    - Demonstrate sensitivity to diverse organizational cultures and populations, including patients and providers.
  - c. Develop and/ or evaluate effective strategies for managing the ethical dilemmas inherent in patient care, the health care organization, and research.
3. Clinical Scholarship and Analytical Methods for Evidence-Based Practice
  - a. Use analytic methods to critically appraise existing literature and other evidence to determine and implement the best evidence for practice.
  - b. Design and implement processes to evaluate outcomes of practice, practice patterns, and systems of care within a practice setting, health care organization, or community against national benchmarks to determine variances in practice outcomes and population trends.
  - c. Design, direct, and evaluate quality improvement methodologies to promote safe, timely, effective, efficient, equitable, and patient-centered care.
  - d. Apply relevant findings to develop practice guidelines and improve practice and the practice environment.
  - e. Use information technology and research methods appropriately to:
    - Collect appropriate and accurate data to generate evidence for nursing practice
    - Inform and guide the design of databases that generate meaningful evidence for nursing practice
    - Analyze data from practice
    - Design evidence-based interventions
    - Predict and analyze outcomes

- Examine patterns of behavior and outcomes
  - Identify gaps in evidence for practice
- f. Function as a practice specialist/ consultant in collaborative knowledge-generating research.
  - g. Disseminate findings from evidence-based practice and research to improve healthcare outcomes.
4. Information Systems/Technology and Patient Care Technology for the Improvement and Transformation of Health Care
    - a. Design, select, use, and evaluate programs that evaluate and monitor outcomes of care, care systems, and quality improvement including consumer use of health care information systems.
    - b. Analyze and communicate critical elements necessary to the selection, use, and evaluation of health care information systems and patient care technology.
    - c. Demonstrate the conceptual ability and technical skills to develop and execute an evaluation plan involving data extraction from practice information systems and databases.
    - d. Provide leadership in the evaluation and resolution of ethical and legal issues within healthcare systems relating to the use of information, information technology, communication networks, and patient care technology.
    - e. Evaluate consumer health information sources for accuracy, timeliness, and appropriateness.
  5. Health Care Policy for Advocacy in Health Care
    - a. Critically analyze health policy proposals, health policies, and related issues from the perspective of consumers, nursing, other health professions, and other stakeholders in policy and public forums.
    - b. Demonstrate leadership in the development and implementation of institutional, local, state, federal, and/or international health policy.
    - c. Influence policy makers through active participation on committees, boards, or task forces at the institutional, local, state, regional, national, and/or international levels to improve health care delivery and outcomes.
    - d. Educate others, including policy makers at all levels, regarding nursing, health policy, and patient care outcomes.
    - e. Develop, evaluate, and provide leadership for health care policy that shapes health care financing, regulation, and delivery.
    - f. Advocate for social justice, equity, and ethical policies within all healthcare arenas.
  6. Interprofessional Collaboration for Improving Patient and Population Health Outcomes
    - a. Employ effective communication and collaborative skills in the development and implementation of practice models, peer review, practice guidelines, health policy, standards of care, and/or other scholarly products.
    - b. Lead interprofessional teams in the analysis of complex practice and organizational issues.
    - c. Employ consultative and leadership skills with intraprofessional and interprofessional teams to create change in health care and complex healthcare delivery systems.
  7. Clinical Prevention and Population Health for Improving the Nation's Health
    - a. Analyze epidemiological, biostatistical, environmental, and other appropriate scientific data related to individual, aggregate, and population health.
    - b. Synthesize concepts, including psychosocial dimensions and cultural diversity, related to clinical prevention and population health in developing, implementing, and evaluating interventions to address health promotion/ disease prevention efforts, improve health status/ access patterns, and/ or address gaps in care of individuals, aggregates, or populations.
    - c. Evaluate care delivery models and/ or strategies using concepts related to community, environmental and occupational health, and cultural and socioeconomic dimensions of health.

8. Advanced Nursing Practice
  - a. Conduct a comprehensive and systematic assessment of health and illness parameters in complex situations, incorporating diverse and culturally sensitive approaches.
  - b. Design, implement, and evaluate therapeutic interventions based on nursing science and other sciences.
  - c. Develop and sustain therapeutic relationships and partnerships with patients (individual, family or group) and other professionals to facilitate optimal care and patient outcomes.
  - d. Demonstrate advanced levels of clinical judgment, systems thinking, and accountability in designing, delivering, and evaluating evidence-based care to improve patient outcomes.
  - e. Guide, mentor, and support other nurses to achieve excellence in nursing practice.
  - f. Educate and guide individuals and groups through complex health and situational transitions.
  - g. Use conceptual and analytical skills in evaluating the links among practice, organizational, population, fiscal, and policy issues.

Approved by CON Faculty: 2/2010

## CURRICULUM REQUIREMENTS AND PROGRAM PLANS

**Full Time  
MSN to DNP Program of Study  
Total Credit Hours: 40  
Practica: 500**

Course	Title	Credit Hours
Prior to program-Not Included in Program of Study Must be completed within ten years of enrollment in the first research course.		
PUBH 5310 or equivalency	Biostatistics	3
Spring Semester (10 credit hours)		
NRSE 6004	Quality Management	3
NRSE 6711	Health Informatics & Technology	3
NRSE 6050	Translation of Nursing Science in Practice	3
NRSE 6800 (repeatable)	Residency/Internship	1
Summer Semester (7 credits)		
Concentration Course	(Consultation with assigned advisor)	3
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6800 (repeatable)	Residency/Internship	1
Fall Semester (11 credits)		
Concentration Course	(Consultatoin with assigned advisor)	3
NRSE 6014	Measurement of Clinical Outcomes	3
NRSE 6019	Interprofessional Collaboration	3
NRSE 6800 (repeatable)	Residency/Internship	2
Spring Semester (12 credits)		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6002	Health Policy Leadership	3
NRSE 6800 (repeatable)	Residency/Internship	3
NRSE 6860	Capstone	3

**Family Nurse Practitioner (FNP)**

Course	Title	Credit Hours
NRSE 6612	Establishment of DNP Practice	3
NRSE6613	Advanced Nursing Care in Rural & Underserved Populations	3
NRSE 5610/6610	Patient Illness Experience	3
NRSE 6614	Advanced Interventions for Primary Care	3

**Adult Nurse Practitioner/Gerontological Nurse Practitioner (ANP/GNP)**

Course	Title	Credit Hours
PMPR 7105	Interprofessional End of Life Clinical Care	3
NRSE 6512	Integrated Complementary Healing	3
NRSE 6513	Case Management	3
NRSE 6514	DNP Role in Long Term Care of Adults	3

**Psychiatric/Mental Health Nurse Practitioner (PMHNP)**

Course	Title	Credit Hours
NRSE 6412	Clinical Prevention in Mental Health Services	3
NRSE 6413	Advanced Communication for Improving Mental Health Outcomes	3
NRSE 6414	Neurobiology of Psychiatric Disorders	3
NRSE 6415	Mental Health Care Delivery Systems	3

**Executive Leadership in Nursing**

Course	Title	Credit Hours
NRSE 6712	Strategic Fiscal Management	3
NRSE 6713	Systems Management	3
NRSE 6714	Executive Leadership in Nursing	3
NRSE 6715	Contemporary Problems in Executive Leadership in Nursing	3

**Acute Care Nurse Practitioner (ACNP) Available in the near future**

Course	Title	Credit Hours
NRSE 6015	Advanced Wound Care	3
NRSE 6016	Advanced Pathophysiology & Acute Care Issues	3
NRSE 6018	Integration & Application of Advanced Skills in Acute Care	3
MGMT/NRSE/PUBH 5590	Strategic Planning for Health Care	3

**Part Time  
MSN to DNP Program of Study  
Suggested Part Time Program of Study  
Total Credit Hours: 40  
Practica: 500**

Course	Title	Credit Hours
Prior to program-Not Included in Program of Study Must be completed within ten years of enrollment in the first research course.		
PUBH 5310 or equivalency	Biostatistics	3
Spring Semester (6 credit hours)		
NRSE 6004	Quality Management	3
NRSE 6711	Health Informatics & Technology	3
Summer Semester (6 credits)		
Concentration Course	(Consultation with assigned advisor)	3
Concentration Course	(Consultation with assigned advisor)	3
Fall Semester (6 credit hours)		
NRSE 6014	Measurement of Clinical Outcomes	3
NRSE 6002	Health Policy Leadership	3
Spring Semester (7 credits)		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6050	Translation of Nursing Science in Practice	3
NRSE 6800 (repeatable)	Residency/Internship	3
Summer Semester (4 credits)		
NRSE 6019	Interprofessional Collaboration	3
NRSE 6800	Residency/Internship	1
Fall Semester (5 credits)		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6800	Residency/Internship	2
Spring Semester (6 Credits)		
NRSE 6800	Residency/Internship	3
NRSE 6860	Capstone	3

**CONCENTRATION COURSES:  
Family Nurse Practitioner (FNP)**

Course	Title	Credit Hours
NRSE 6612	Establishment of DNP Practice	3
NRSE6613	Advanced Nursing Care in Rural & Underserved Populations	3
NRSE 5610/6610	Patient Illness Experience	3
NRSE 6614	Advanced Interventions for Primary Care	3

**Adult Nurse Practitioner/Gerontological Nurse Practitioner (ANP/GNP)**

Course	Title	Credit Hours
PMPR 7105	Interprofessional End of Life Clinical Care	3
NRSE 6512	Integrated Complementary Healing	3
NRSE 6513	Case Management	3
NRSE 6514	DNP Role in Long Term Care of Adults	3

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NRSE 6413	Advanced Communication for Improving Mental Health Outcomes	3
NRSE 6414	Neurobiology of Psychiatric Disorders	3
NRSE 6415	Mental Health Care Delivery Systems	3

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Course	Title	Credit Hours
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NRSE 6713	Systems Management	3
NRSE 6714	Executive Leadership in Nursing	3
NRSE 6715	Contemporary Problems in Executive Leadership in Nursing	3

**Acute Care Nurse Practitioner (ACNP) Available in the near future**

Course	Title	Credit Hours
NRSE 6015	Advanced Wound Care	3
NRSE 6016	Advanced Pathophysiology & Acute Care Issues	3
NRSE 6018	Integration & Application of Advanced Skills in Acute Care	3
MGMT/NRSE/PUBH 5590	Strategic Planning for Health Care	3

**Full Time  
BSN to DNP Program of Study  
Family Nurse Practitioner Concentration  
Total Credit Hours: 83  
Practica Clock Hours: 1000**

Course	Title	Credit Hours
<b>Prior to program-Not Included in Program of Study Must be completed within ten years of enrollment in the first research course.</b>		
PUBH 5310 or equivalency	Biostatistics	3
<b>Summer (Optional Semester) (3 credit hours)</b>		
NRSE 5016	Advanced Pathophysiology	3
<b>Fall Semester (11 credit hours)</b>		
NRSE 5009	Health Assessment Throughout Lifespan	3
NRSE 5010	Health Assessment Practicum	3 (60 clock hrs)
NRSE 5000	Conceptual Systems in Advanced Nursing Practice	2
NRSE 5016 (if not taken in Summer Semester)	Advanced Pathophysiology	3
NRSE 5018 (if not taking 5016 this semester)	Advanced Clinical Pharmacology	3
<b>Spring Semester (12/15 credit hours)</b>		
NRSE 5011	Health Promotion, Dx, & Clinical Mgmt Young & Middle	3
NRSE 5012	Young & Middle Practicum	3 (110 clock hrs)
NRSE 5013	Health Promotion, Dx, & Clinical Mgmt Older Adults	3
NRSE 5014	Older Adult Practicum	3 (110 clock hrs)
NRSE 5018 (if not taken Fall Semester)	Advanced Clinical Pharmacology	3
<b>Summer Semester (8 credits)</b>		
NRSE 5021	Health Promotion, Dx, & Clinical Mgmt Women's Health	2
NRSE 5022	Women's Health Practicum	3 (110 clock hrs)
NRSE 5001	Nursing Research for Evidence-Based Practice	3

<b>Fall Semester (9 credits)</b>		
NRSE 5023	Health Promotion, Dx, & Clinical Mgmt Children & Adolescents	3
NRSE 5024	Children & Adolescent Practicum	3 (110 clock hrs)
NRSE 6400	Improving Mental Health Outcomes in Primary Care	3
<b>Spring Semester (10 credit hours)</b>		
NRSE 6004	Quality Management	3
NRSE 6711	Health Informatics & Technology	3
NRSE 6050	Translation of Nursing Science in Practice	3
NRSE 6800 (repeatable)	Residency/Internship	1 (70 clock hrs)
<b>Summer Semester (7 credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6019	Interprofessional Collaboration	3
NRSE 6800 (repeatable)	Residency/Internship	1 (70 clock hrs)
<b>Fall Semester (11 credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6014	Measurement of Clinical Outcomes	3
NRSE 6002	Health Policy Leadership	3
NRSE 6800 (repeatable)	Residency/Internship	2 (140 clock hrs)
<b>Spring Semester (12 Credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6800 (repeatable)	Residency/Internship	3 (220 clock hrs)
NRSE 6860	Capstone	3

### CONCENTRATION COURSES:

#### Family Nurse Practitioner (FNP)

<b>Course</b>	<b>Title</b>	<b>Credit Hours</b>
NRSE 6612	Establishment of DNP Practice	3
NRSE 6613	Advanced Nursing Care in Rural & Underserved Populations	3
NRSE 5610/6610	Patient Illness Experience	3
NRSE 6614	Advanced Interventions for Primary Care	3

**Part Time  
BSN to DNP Program of Study  
Family Nurse Practitioner Concentration  
Suggested Part Time Program of Study  
Total Credit Hours: 83  
Practica Clock Hours: 1000**

\*PUBH 5310 or equivalency Biostatistics

Course	Title	Credit Hours
<b>Summer (optional semester) (3 credits)</b>		
NRSE 5016	Advanced Pathophysiology	3
<b>Fall-Semester I (If not taken in summer 5) or 8 credits</b>		
NRSE 5000	Conceptual Systems in Advanced Nursing Practice	2
NRSE 5018 or	Advanced Clinical Pharmacology	3
NRSE 5016	Advanced Pathophysiology	-
<b>Spring-Semester 2 (6 credits)</b>		
NRSE 6004	Quality Management	3
NRSE 6711	Health Information & Technology	3
<b>Summer-Semester 3 (6 credits)</b>		
NRSE 5001	Nursing Research for Evidence-Based Practice	3
NRSE 6400	Improving Mental Health Outcomes in Primary Care	3
<b>Fall-Semester 4 (6 credits)</b>		
NRSE 5009	Health Assessment Throughout Lifespan	3
NRSE 5010	Health Assessment Practicum	3 (60 clock hrs)
<b>Spring-Semester 5 (6 credits)</b>		
NRSE 5011	Health Promotion, Dx, & Clinical Mgmt Young & Middle	3
NRSE 5012	Young & Middle Practicum	3 (110 clock hrs)
<b>Summer-Semester 6 (5 credits)</b>		
NRSE 5021	Health Promotion, Dx, & Clinical Mgmt Women's Health	2
NRSE 5022	Women's Health Practicum	3 (110 clock hrs)

	<b>Fall-Semester 7 (6 credits)</b>	
NRSE 5023	Health Promotion, Dx, & Clinical Mgmt	3
NRSE 5024	Children & Adolescent Practicum	3 (110 clock hrs)
	<b>Spring-Semester 8 (6 credits)</b>	
NRSE 5013	Health Promotion, Dx & Clinical Mgmt Older Adults	3
NRSE 5014	Older Adult Practicum	3 (110 clock hrs)
	<b>Summer-Semester 9 (6 credits)</b>	
NRSE 6019	Interprofessional Collaboration	3
Concentration	(Consultation with assigned advisor)	3
	<b>Fall-Semester 10 (6 credits)</b>	
NRSE 6014	Measurement of Clinical Outcomes	3
NRSE 6002	Health Policy Leadership	3
	<b>Spring-Semester 11 (7 credits)</b>	
NRSE 6050	Translation of Nursing Science in Practice	3
NRSE 6800	Residency/Internship	1 (70 clock hrs)
Concentration	(Consultation with assigned advisor)	3
	<b>Summer-Semester 12 (4 credits)</b>	
NRSE 6800	Residency/Internship	1 (70 clock hrs)
Concentration	(Consultation with assigned advisor)	3
	<b>Fall-Semester 13 (5 credits)</b>	
NRSE 6800	Residency/Internship	2 (140 clock hrs)
Concentration	(Consultation with assigned advisor)	3
	<b>Spring-Semester 14 (6 credits)</b>	
NRSE 6800	Residency/Internship	3 (220 clock hrs)
NRSE 6860	Capstone	3

**Full Time  
BSN to DNP Program of Study  
Adult/Gerontological Nurse Practitioner Concentration  
Total Credit Hours: 85  
Practica Clock Hours: 1000**

Course	Title	Credit Hours
Prior to program-Not Included in Program of Study Must be completed within ten years of enrollment in the first research course.		
PUBH 5310 or equivalency	Biostatistics	3
Summer (Optional Semester) (3 credit hours)		
NRSE 5016	Advanced Pathophysiology	3
<b>Fall Semester (11 credit hours)</b>		
NRSE 5009	Health Assessment Throughout Lifespan	3
NRSE 5010	Health Assessment Practicum	3 (60 clock hours)
NRSE 5000	Conceptual Systems in Advanced Nursing Practice	2
NRSE 5016 (if not taken in Summer Semester)	Advanced Pathophysiology	3
NRSE 5018 (if not taking 5016 this semester)	Advanced Clinical Pharmacology	3
<b>Spring Semester (12/15 credit hours)</b>		
NRSE 5011	Health Promotion, Dx, & Clinical Mgmt Young & Middle	3
NRSE 5012	Young & Middle Practicum	3 (110 clock hours)
NRSE 5013	Health Promotion, Dx, & Clinical Mgmt Older Adults	3
NRSE 5014	Older Adult Practicum	3 (110 clock hours)
NRSE 5018 (if not taken Fall Semester)	Advanced Clinical Pharmacology	3
<b>Summer Semester (8 credits)</b>		
NRSE 5021	Health Promotion, Dx, & Clinical Mgmt Women's Health	2

NRSE 5022	Women's Health Practicum	3 (110 clock hours)
NRSE 5001	Nursing Research for Evidence-Based Practice	3
<b>Fall Semester (10 credits)</b>		
NRSE 5031	Care of Older Adults with Chronic Health Problems & Complex Needs	3
NRSE 5032	Older Adult Chronic Health Practicum	3 (110 clock hours)
NRSE 5038	Pharmacology and Therapeutics for Older Adults	2
NRSE 6400	Improving Mental Health Outcomes in Primary Care	3
<b>Spring Semester (10 credit hours)</b>		
NRSE 6004	Quality Management	3
NRSE 6711	Health Informatics & Technology	3
NRSE 6050	Translation of Nursing Science in Practice	3
NRSE 6800 (repeatable)	Residency/Internship	1 (70 clock hours)
<b>Summer Semester (7 credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6019	Interprofessional Collaboration	3
NRSE 6800 (repeatable)	Residency/Internship	1 (70 clock hours)
<b>Fall Semester (11 credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6014	Measurement of Clinical Outcomes	3
NRSE 6002	Health Policy Leadership	3
NRSE 6800 (repeatable)	Residency/Internship	2 (150 clock hours)
<b>Spring Semester (12 Credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6800 (repeatable)	Residency/Internship	3 (210 clock hours)
NRSE 6860	Capstone	3

**CONCENTRATION COURSES:**

**Adult Nurse Practitioner/Gerontological Nurse Practitioner (ANP/GNP)**

<b>Course</b>	<b>Title</b>	<b>Credit Hours</b>
PMPR 7105	Interprofessional End of Life Clinical Care	3
NRSE 6512	Integrated Complementary Healing	3
NRSE 6513	Case Management	3
NRSE 6514	DNP Role in Long Term Care of Adults	3

**Part Time  
BSN to DNP Program of Study  
Adult/Gerontological Nurse Practitioner Concentration  
Suggested Part Time Program of Study  
Total Credit Hours: 85  
Practica Clock Hours: 1000**

\*PUBH 5310 or equivalency Biostatistics

Course	Title	Credit Hours
<b>Summer (optional Semester) (3 credits)</b>		
NRSE 5016	Advanced Pathophysiology	3
<b>Fall-Semester I (5 or 8 credits)</b>		
NRSE 5000	Conceptual Systems in Advanced Nursing Practice	2
NRSE 5018 or	Advanced Clinical Pharmacology	3
NRSE 5016	Advanced Pathophysiology (if not taken in summer)	-
<b>Spring-Semester 2 (6 credits)</b>		
NRSE 6004	Quality Management	3
NRSE 6711	Health Information & Technology	3
<b>Summer-Semester 3 (6 credits)</b>		
NRSE 5001	Nursing Research for Evidence-Based Practice	3
NRSE 6400	Improving Mental Health Outcomes in Primary Care	3
<b>Fall-Semester 4 (8 credits)</b>		
NRSE 5009	Health Assessment Throughout Lifespan	3
NRSE 5010	Health Assessment Practicum	3 (60 clock hrs)
NRSE 5038	Pharm Older Adults	2
<b>Spring-Semester 5 (6 credits)</b>		
NRSE 5011	Health Promotion, Dx, & Clinical Mgmt Young & Middle	3
NRSE 5012	Young & Middle Practicum	3 (110 clock hrs)
<b>Summer-Semester 6 (5 credits)</b>		
NRSE 5021	Health Promotion, Dx, & Clinical Mgmt Women's Health	2
NRSE 5022	Women's Health Practicum	3 (110 clock hrs)

<b>Fall-Semester 7 (6 credits)</b>		
NRSE 5031	Care of Older Adults with Chronic Health Problems & Complex Needs	3
NRSE 5032	Older Adult Chronic Health Practicum	3 (110 clock hrs)
<b>Spring-Semester 8 (6 credits)</b>		
NRSE 5013	Health Promotion, Dx, & Clinical Mgmt Older Adults	3
NRSE 5014	Older Adult Practicum	3 (110 clock hrs)
<b>Summer-Semester 9 (6 credits)</b>		
NRSE 6019	Interprofessional Collaboration	3
Concentration	(Consultation with assigned advisor)	3
<b>Fall-Semester 10 (6 credits)</b>		
NRSE 6014	Measurement of Clinical Outcomes	3
NRSE 6002	Health Policy Leadership	3
<b>Spring-Semester 11 (7 credits)</b>		
NRSE 6050	Translation of Nursing Science in Practice	3
NRSE 6800	Residency/Internship	1 (70 clock hrs)
Concentration	(Consultation with assigned advisor)	3
<b>Summer-Semester 12 (4 credits)</b>		
NRSE 6800	Residency/Internship	1 (70 clock hrs)
Concentration	(Consultation with assigned advisor)	3
<b>Fall-Semester 13 (5 credits)</b>		
NRSE 6800	Residency/Internship	2 (150 clock hrs)
Concentration	(Consultation with assigned advisor)	3
<b>Spring-Semester 14 (6 credits)</b>		
NRSE 6800	Residency/Internship	3 (210 clock hrs)
NRSE 6860	Capstone	3

**Full Time  
BSN to DNP Program of Study  
Psychiatric/Mental Health Nurse Practitioner Concentration  
Total Credit Hours: 82  
Practica Clock Hours: 1000**

Course	Title	Credit Hours
Prior to program-Not Included in Program of Study Must be completed within ten years of enrollment in the first research course.		
PUBH 5310 or equivalency	Biostatistics	3
Summer (Optional Semester) (3 credit hours)		
NRSE 5016	Advanced Pathophysiology	3
<b>Fall Semester (11 credit hours)</b>		
NRSE 5009	Health Assessment Throughout Lifespan	3
NRSE 5010	Health Assessment Practicum	3 (60 clock hours)
NRSE 5000	Conceptual Systems in Advanced Nursing Practice	2
NRSE 5016 (if not taken in Summer Semester)	Advanced Pathophysiology	3
NRSE 5018 (if not taking 5016 in this semester)	Advanced Clinical Pharmacology	3
<b>Spring Semester (10/13 credit hours)</b>		
NRSE 5018 (if not taken Fall Semester)	Advanced Clinical Pharmacology	3
NRSE 5404	Advanced Family Psychiatric Nursing Care I	3
NRSE 5405	Advanced Family Psychiatric Practicum I	3 (110 clock hours)
NRSE 5303	Psychopharmacology	4
<b>Summer Semester (9 credits)</b>		
NRSE 5408	Advanced Family Psychiatric Nursing Care II	3
NRSE 5409	Advanced Family Psychiatric Practicum II	3 (110 clock hours)
NRSE 5001	Nursing Research for Evidence-Based Practice	3
<b>Fall Semester (9 credits)</b>		
NRSE 5410	Interpersonal Treatment Modalities	3
NRSE 5411	Interpersonal Treatment Modalities Practicum	3 (110 clock hours)
NRSE 6950	Internship in Advanced Nursing Practice	3 (110 clock hours)

<b>Spring Semester (10 credit hours)</b>		
NRSE 6004	Quality Management	3
NRSE 6711	Health Informatics & Technology	3
NRSE 6050	Translation of Nursing Science in Practice	3
NRSE 6800 (repeatable)	Residency/Internship	1 (70 clock hours)
<b>Summer Semester (7 credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6019	Interprofessional Collaboration	3
NRSE 6800 (repeatable)	Residency/Internship	1 (70 clock hours)
<b>Fall Semester (11 credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6014	Measurement of Clinical Outcomes	3
NRSE 6002	Health Policy Leadership	3
NRSE 6800 (repeatable)	Residency/Internship	2 (150 clock hours)
<b>Spring Semester (12 Credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6800 (repeatable)	Residency/Internship	3 (210 clock hours)
NRSE 6860	Capstone	3

### CONCENTRATION COURSES:

#### Psychiatric/Mental Health Nurse Practitioner (PMHNP)

<b>Course</b>	<b>Title</b>	<b>Credit Hours</b>
NRSE 6412	Clinical Prevention in Mental Health Services	3
NRSE 6413	Advanced Communication for Improving Mental Health Outcomes	3
NRSE 6414	Neurobiology of Psychiatric Disorders	3
NRSE 6415	Mental Health Care Delivery Systems	3

**Part Time  
BSN to DNP Program of Study  
Psychiatric/Mental Health Nurse Practitioner Concentration  
Suggested Part Time Program of Study  
Total Credit Hours: 82  
Practica Clock Hours: 1000**

\*PUBH 5310 or equivalency Biostatistics

Course	Title	Credit Hours
<b>Summer (optional semester) (3 credits)</b>		
NRSE 5016	Advanced Pathophysiology	3
<b>Fall-Semester I (If not taken in summer 5) or 8 credits</b>		
NRSE 5000	Conceptual Systems in Advanced Nursing Practice	2
NRSE 5018 or	Advanced Clinical Pharmacology	3
NRSE 5016	Advanced Pathophysiology	-
<b>Spring-Semester 2 (6 credits)</b>		
NRSE 6004	Quality Management	3
NRSE 6711	Health Information & Technology	3
<b>Summer-Semester 3 (7 credits)</b>		
NRSE 5001	Nursing Research for Evidence-Based Practice	3
NRSE 5303	Psychopharmacology	4
<b>Fall-Semester 4 (6 credits)</b>		
NRSE 5009	Health Assessment Throughout Lifespan	3
NRSE 5010	Health Assessment Practicum	3 (60 clock hrs)
<b>Spring-Semester 5 (6 credits)</b>		
NRSE 5404	Advanced Family Psychiatric Nursing Care I	3
NRSE 5405	Advanced Family Psychiatric Nursing Care Practicum I	3 (110 clock hrs)
<b>Summer-Semester 6 (6 credits)</b>		
NRSE 5408	Advanced Family Psychiatric Nursing Care II	3
NRSE 5409	Advanced Family Psychiatric Nursing Care Practicum II	3 (110 clock hrs)
<b>Fall-Semester 7 (6 credits)</b>		
NRSE 5410	Interpersonal Treatment Modalities	3

NRSE 5411	Interpersonal Treatment Modalities Practicum	3 (110 clock hrs)
<b>Spring-Semester 8 (3 credits)</b>		
NRSE 6950	Internship in Advanced Nursing Practice	3 (110 clock hrs)
<b>Summer-Semester 9 (6 credits)</b>		
NRSE 6019	Interprofessional Collaboration	3
Concentration	(Consultation with assigned advisor)	3
<b>Fall-Semester 10 (6 credits)</b>		
NRSE 6014	Measurement of Clinical Outcomes	3
NRSE 6002	Health Policy Leadership	3
<b>Spring-Semester 11 (7 credits)</b>		
NRSE 6050	Translation of Nursing Science in Practice	3
NRSE 6800	Residency/Internship	1 (70 clock hrs)
Concentration	(Consultation with assigned advisor)	3
<b>Summer-Semester 12 (4 credits)</b>		
NRSE 6800	Residency/Internship	1 (70 clock hrs)
Concentration	(Consultation with assigned advisor)	3
<b>Fall-Semester 13 (5 credits)</b>		
NRSE 6800	Residency/Internship	2 (150 clock hrs)
Concentration	(Consultation with assigned advisor)	3
<b>Spring-Semester 14 (6 credits)</b>		
NRSE 6800	Residency/Internship	3 (210 clock hrs)
NRSE 6860	Capstone	3

**Full Time  
BSN to DNP Program of Study  
Executive Leadership in Nursing Concentration  
Total Credit Hours: 79  
Practica Clock Hours: 1000**

Course	Title	Credit Hours
Prior to program-Not Included in Program of Study Must be completed within ten years of enrollment in the first research course.		
PUBH 5310 or equivalency	Biostatistics	3
Summer (Optional Semester) (3 credit hours)		
Guided Elective	(Consultation with graduate program coordinator or assigned advisor)	3
<b>Fall Semester (9 credit hours)</b>		
NRSE 5000	Conceptual Systems	2
NRSE/PUBH/MGMT 5550	Human Resource Mgmt. in Health Org	3
NRSE 5501	Leadership in Nursing Administration	1
NRSE 5510	Organizational Theory	3 (110 clock hrs)
<b>Spring Semester (9 credit hours)</b>		
NRSE 6004	Quality Management	3
NRSE 5530	Health Care Org. & Law	3
NRSE 6711	Health Informatics & Technology	3
<b>Summer Semester (8-11 credits)</b>		
NRSE 5001	Nursing Research for Evidence-Based Practice	3
NRSE 5520	Fiscal Management	3
NRSE 5560	Nursing Administration Practicum I	3 (140 clock hrs)
Guided Elective (if not taken previous Summer Semester)	(Consultation with assigned advisor)	3
<b>Fall Semester (8 credits)</b>		
NRSE 5580	Project Management for Nurse Leaders	3 (110 clock hrs)
Guided Elective	(Consultation with assigned advisor)	3
NRSE 5570	Nursing Administration Practicum II	3 (140 clock hrs)
<b>Spring Semester (10 credit hours)</b>		
NRSE 5590	Strategic Planning	3
NRSE 6513	Case Management	3

NRSE 6050	Translation of Nursing Science in Practice	3
NRSE 6800 (repeatable)	Residency/Internship	1 (70 clock hrs)
<b>Summer Semester (7 credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6019	Interprofessional Collaboration	3
NRSE 6800 (repeatable)	Residency/Internship	1 (70 clock hrs)
<b>Fall Semester (11 credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6014	Measurement of Clinical Outcomes	3
NRSE 6002	Health Policy Leadership	3
NRSE 6800 (repeatable)	Residency/Internship	2 (150 clock hrs)
<b>Spring Semester (12 Credits)</b>		
Concentration Course	(Consultation with assigned advisor)	3
Concentration Course	(Consultation with assigned advisor)	3
NRSE 6800 (repeatable)	Residency/Internship	3 (210 clock hrs)
NRSE 6860	Capstone	3

### CONCENTRATION COURSES:

#### Executive Leadership in Nursing

Course	Title	Credit Hours
NRSE 6712	Strategic Fiscal Management	3
NRSE 6713	Systems Management	3
NRSE 6714	Executive Leadership in Nursing	3
NRSE 6715	Contemporary Problems in Executive Leadership in Nursing	3

**Part Time  
BSN to DNP Program of Study  
Executive Leadership in Nursing Concentration  
Suggested Part Time Program of Study  
Total Credit Hours: 79  
Practica Clock Hours: 780**

\*PUBH 5310 or equivalency Biostatistics

Course	Title	Credit Hours
<b>Summer (optional Semester) (3 credits)</b>		
Guided Elective		3
<b>Fall-Semester I (6 credits)</b>		
NRSE 5000	Conceptual Systems in Advanced Nursing Practice	2
NRSE 5510	Organizational Theory	3 (110 clock hrs)
NRSE 5501	Leadership in Nursing Administration	1
<b>Spring-Semester 2 (6 credits)</b>		
NRSE 6004	Quality Management	3
NRSE 6711	Health Information & Technology	3
<b>Summer-Semester 3 (6 credits)</b>		
NRSE 5001	Nursing Research for Evidence-Based Practice	3
NRSE 5520	Fiscal Management	3
<b>Fall-Semester 4 (6 credits)</b>		
NRSE 5580	Project Management for Nurse Leaders	3 (110 clock hrs)
NRSE 5550	Human Resource Management	3
<b>Spring-Semester 5 (6 credits)</b>		
NRSE 5530	Healthcare Organizations & Law	3
NRSE 5590	Strategic Planning	3
<b>Summer-Semester 6 (3 or 6 credits)</b>		
NRSE 5560	Nursing Administration Practicum I	3 (140 clock hrs)
NRSE	Guided Elective (if not taken in previous summer)	3
<b>Fall-Semester 7 (3 credits)</b>		
NRSE 5570	Nursing Administration Practicum II	3 (140 clock hrs)

<b>Spring-Semester 8 (6 credits)</b>		
NRSE 6513	Case Management	3
	Guided Elective	3
<b>Summer-Semester 9 (6 credits)</b>		
NRSE 6019	Interprofessional Collaboration	3
Concentration	(Consultation with assigned advisor)	3
<b>Fall-Semester 10 (6 credits)</b>		
NRSE 6014	Measurement of Clinical Outcomes	3
NRSE 6002	Health Policy Leadership	3
<b>Spring-Semester 11 (7 credits)</b>		
NRSE 6050	Translation of Nursing Science in Practice	3
NRSE 6800	Residency/Internship	1 (70 clock hrs)
Concentration	(Consultation with assigned advisor)	3
<b>Summer-Semester 12 (4 credits)</b>		
NRSE 6800	Residency/Internship	1 (70 clock hrs)
Concentration	(Consultation with assigned advisor)	3
<b>Fall-Semester 13 (5 credits)</b>		
NRSE 6800	Residency/Internship	2 (150 clock hrs)
Concentration	(Consultation with assigned advisor)	3
<b>Spring-Semester 14 (6 credits)</b>		
NRSE 6800	Residency/Internship	3 (210 clock hrs)
NRSE 6860	Capstone	3

**SECTION II**  
**PROGRESSION, READMISSION, AND**  
**GRADUATION POLICIES**

# PROGRESSION, READMISSION, AND GRADUATION POLICIES

## PROGRESSION REQUIREMENTS FOR ALL GRADUATE STUDENTS

1. Students in graduate nursing programs must meet the requirements of the School of Graduate Studies to remain in good standing. An overall grade point average (GPA) of 3.0 (B) or better must be maintained.
2. In addition, a nursing student must achieve a "C" (2.0) or better in every required course in the graduate nursing program. Policies of the School of Graduate Studies for progression will apply.
3. If a student's cumulative grade point average falls below 3.0, she/he will be placed on academic probation the following semester. If the student does not achieve a 3.0 cumulative grade point average at the conclusion of one probationary semester, the Dean of the School of Graduate Studies and the Associate Dean for Academic Programs in the College of Nursing will determine if the student should be dismissed from graduate study or continued on academic probation. No student will be allowed more than two probationary semesters, whether consecutive or cumulative. At the end of a second probationary semester, a student whose cumulative grade point average is still below 3.0 will be dismissed from graduate study.
4. Students whose performance results in a GPA so far below 3.0 as to make it mathematically impossible to attain an overall GPA of 3.0 after one semester may be subject to dismissal without a probationary term.
5. An incomplete grade ("I") indicates that the student was passing the course at the end of the semester, but due to circumstances beyond the student's control, was unable to complete the course work for which the "I" is assigned. The "I" grade cannot be used to allow a student to do additional work to raise a deficient grade or to repeat a course. An "I" grade must be removed no later than one calendar year from the time the grade is awarded. Time extension requests for removal of an "I" grade must be submitted to and approved by the Dean of the School of Graduate Studies before the allotted time expires. An "I" grade not removed under the guidelines in the Graduate Catalog will be converted to an "F."
6. Students who wish to change from part-time to full-time status must submit a written request to the College of Nursing's Office of Student Services. Request will be approved on an individual basis, taking into consideration the student's academic performance and available clinical slots.

The student is referred to the *Graduate Catalog* for more detailed progression information.

### Transfer of College Credits

1. As stated in the *Graduate Catalog*, students may petition for the transfer of a maximum of nine semester hours of graduate credit from ETSU or other regionally accredited U.S. and approved international institutions, if grades of "B" (or equivalent) or higher were received ("B-" grades do not transfer).
2. Forms for transfer of credit are available on the School of Graduate Studies Website [www.etsu.edu/gradstud](http://www.etsu.edu/gradstud) and must have the approved signatures.
3. The degree program time limit of seven (7) years for doctoral coursework will begin with the registration date of the first course applied to the degree requirements, including transferred courses.
4. Grades from other regionally accredited institutions will not be used to compute the grade point average (the transferred ETSU credits will be included).

## **Reinstatement**

Students who have been dismissed from the School of Graduate Studies for academic reasons may address a written request for reinstatement to the College of Nursing's Office of Student Services. The request should include reasons why the reinstatement should be considered. The College of Nursing's Graduate Admissions Committee will review the request for reinstatement and make recommendations to the Dean of the School of Graduate Studies who will make the final decision on reinstatement, in accordance with policies established by the Graduate Council.

## **Leave of Absence**

If a graduate student plans to take a leave of absence from the graduate nursing program, the College of Nursing's Office of Student Services and the Director of Graduate Programs must be notified, in writing, prior to the planned absence. It is also advised that the student and advisor discuss modifications to the student's program of study as a result of the intended leave of absence.

## **Readmission - Reapplication**

As stated in the *Graduate Catalog*, if a student has not been active in the graduate program for more than a year, a readmission form must be filed and approved by the Dean of the School of Graduate Studies prior to re-enrollment. According to College of Nursing policy, a student who has applied for graduate study and is admitted, may defer enrollment for up to one (1) year. If enrollment is not activated at the end of one year, the student must reapply and be readmitted to the program.

## **Advisement for BSN – DNP Students**

It is essential that graduate students obtain advisement throughout the curriculum in order to progress smoothly through the sequence of courses. Advisement is especially important for the part-time graduate student, since most courses are only offered once each year. The following policies and procedures are designed to facilitate the student's progression throughout the graduate nursing program.

1. Upon enrollment in the graduate nursing program, each student will be assigned a major academic advisor.
2. For students completing a thesis, the major academic advisor will serve as the chair of the student's advisory committee.
3. The student and the major academic advisor have joint responsibility for planning the student's program of study before the initial semester of the program and ensuring that each step in fulfilling degree requirements is completed. The individualized program of study, which includes the sequencing of all required courses, planned electives and any transfer credits, will be recorded on the Program of Study form.
4. Upon successful completion of 12 hours of graduate credit with an overall G.P.A. of 3.0 or better, the degree- seeking student will submit the completed and signed Program of Study form and an Application for Candidacy form to the College of Nursing's Coordinator of Graduate Studies and Clinical Affiliations in the Office of Student Services. Copies will be forwarded to the School of Graduate Studies. Any subsequent change in the student's program of study must be approved by the major academic advisor and an Application for Change in Approved Program of Study form submitted promptly to the School of Graduate Studies through the College of Nursing's Office of Student Services. (See the *Graduate Catalog*).
5. A student should meet with his/her major academic advisor at least once each term prior to the registration period to discuss and update the student's program of study.
6. Academic advisors do not assist the student to plan individual courses or practicum experiences as this responsibility is assumed by course faculty or the clinical coordinator. Major academic advisors will:
  - a) approve the student's program of study;
  - b) advise and monitor the student's progression throughout the program of study;
  - c) certify that the candidate has completed all requirements in the program.
7. To change a major academic advisor, the student must submit a written request for approval to the Office of Student Services in the College of Nursing.

### **Capstone Project for DNP Students**

The capstone project demonstrates synthesis of the student's work and provides the groundwork for future clinical or executive leadership and scholarship. The capstone project produces a tangible and deliverable academic product that is derived from the residency immersion experience and is reviewed and evaluated by an academic committee. Examples of a capstone product include a/an:

- evidence-based intervention or change initiative,
- program evaluation,
- pilot study,
- evaluation of a practice model,
- consultation project,
- research utilization project,
- policy initiative, or
- manuscript submitted for publication.

Across these examples is the use of research evidence to improve healthcare practice, patient, or system outcomes.

## GRADUATION POLICIES AND PROCEDURES FOR ALL GRADUATE STUDENTS

To graduate from a graduate program at East Tennessee State University, the student must fulfill all degree requirements, meet all deadlines, and conform to all policies as set forth by the university (see *Graduate Catalog*) and the College of Nursing Student Handbook. A time limit of seven (7) years to obtain the D.N.P. degree is imposed by the School of Graduate Studies and is counted from the date of registration for the first course applied to degree requirements, including transfer work. As stated in the *Graduate Catalog* a student must be enrolled for a minimum of one (1) graduate credit hour during the term of graduation.

1. A "Notice of Intention to Graduate" form must be filed in the School of Graduate Studies no later than the end of the second week of the semester in which the student expects to complete the requirements for a graduate degree or certificate.
2. All debts to the university must be cleared before the end of the second week of the final semester of study.
3. The School of Graduate Studies publishes graduation information for each term on its website [www.etsu.edu/gradstud](http://www.etsu.edu/gradstud) and provides all deadlines and instructions for meeting graduation requirements.

## COLLEGE OF NURSING GRADING SCALE

### \* Graduate Theory Scale

A	=	95 - 100%
A-	=	92 - 94%
B+	=	89 - 91%
B	=	86 - 88%
B-	=	83 - 85%
<u>C+</u>	<u>=</u>	<u>79 - 82%</u>
C-	=	70 - 74%
D+	=	65 - 69%
D	=	60 - 64%
F	=	0 - 59%

### Graduate Clinical Scale

A	=	92 - 100%
B	=	83 - 91%
C	=	75 - 82%
F	=	0 - 64%

Approved by Faculty 4/14/97  
Revised by Faculty 11/8/99  
Amended 6/00

## **CLINICAL COURSE REQUIREMENTS**

See College of Nursing website for instructions regarding these requirements.

**SECTION III**  
**OTHER GUIDELINES, POLICIES,**  
**AND PROCEDURES**

## OTHER GUIDELINES, POLICIES, AND PROCEDURES

### Academic Misconduct

All forms of academic dishonesty are prohibited and incur severe disciplinary sanctions. The College of Nursing adheres to the Tennessee Board of Regents and ETSU Policies and Procedures as presented in the university student handbook, *Spectrum*, which is included in the ETSU Telephone Directory.

### Address/Name Change

Students who change their address or name must submit the change(s) to the university Registrar's Office and to the Office of Student Services.

### Advisement and Registration

Academic advising for graduate students is coordinated through the student's major academic advisor. All students within the College of Nursing should meet with their advisor prior to registration each semester. Students are encouraged to see advisors to develop a program plan and to help ensure enrollment in required courses.

Class and clinical schedules as displayed on GoldLink will be followed as closely as possible. If changes become necessary, students will be notified via the web pages or announcements.

Students who are experiencing academic difficulties should contact their advisor for information about resources to promote academic success. Students who need to change schedules, drop courses, or add courses, should see their advisor regarding the process and discuss the impact of these actions on their academic program.

Students are reminded that advisors are available to assist students in the achievement of their academic goals, but each student is, ultimately, responsible for knowing and meeting the degree requirements.

**Adding a Course:** A course(s) may be added during the late registration/last add period without special permission, unless the course has reached the established maximum enrollment. To add any class that has reached the enrollment limit requires permission of the instructor and department chair.

**Dropping A Course:** A course(s) may be dropped during the first eight calendar weeks of a regular semester. Course dropped during the first two weeks will not appear on the student's permanent record. Students who drop a course after the second full week of classes through the eighth calendar week will receive the grade of "W".

After the eighth week, students may not drop a course except where verifiable, extenuating circumstances can be demonstrated. Verifiable extenuating circumstances are reasons beyond the control of the student, such as illness or accidental injury. Poor performance in a class is not an extenuating circumstance.

Nursing students seeking permission for late drops must present a completed petition with instructor signature to the Office of Student Services, College of Nursing, Nicks Hall, Room 230.

### **Withdrawing from the University**

Students may withdraw from the university through the published last day to withdraw for a term. Students withdrawing during the first two weeks of classes will not have those courses appear on their permanent records. Withdrawals from the university from the beginning of the third week through the end of the eighth week will be recorded with a grade of "W". Withdrawals from the university after the eighth week will be recorded with a grade of "W" or "WF" at the discretion of the instructor.

### **Cancellation of Day, Evening, and Weekend Classes Due to Inclement Weather**

In the event of inclement weather, the safety of students is the foremost concern of both the College of Nursing and East Tennessee State University. Notification of cancellation of classes for the ETSU campus due to extremely hazardous weather conditions will be aired over area radio stations on the day of cancellation. If the university is closed or closes at some point during the day, then evening classes will be cancelled for that night.

Because of distance and early hours involved in many CON class and clinical courses, each student is expected to exercise his/her judgment regarding the risk of traveling to school or to the clinical site. Every effort will be made by the instructor and/or coordinator to notify students of the cancellation of a specific class or clinical experience as early as possible. Instructions about whether or not to attend a clinical session due to hazardous weather will be provided by your clinical instructor at the beginning of the term.

If necessary, Saturday classes will be cancelled by the program coordinators in conjunction with the director(s) of the off-campus center(s). Attempts will be made to alert local media for dissemination of the cancellation notice. The College of Nursing will also provide cancellation information through the voice mail system in the Office of Academic Programs and Student Services at times when the university is closed. This system may be accessed by calling 1-888-37-NURSE. The decision to cancel classes will be made by 7:00 a.m. on the day of classes whenever possible. This information will be made available as soon as possible.

Students are responsible for any academic work missed as a result of inclement weather. It is the individual student's responsibility to take the initiative in making up any missed work, and it is the faculty's responsibility to provide students a reasonable opportunity to make up missed work.

### **Class and Clinical Attendance Policy**

As stated in the university student handbook, *Spectrum*, class and clinical attendance is a contract between faculty and students. It is expected that a student will attend classes regularly and give the faculty member a reason for any absence. Failure to attend class regularly can affect students' grades and financial aid. Students are responsible for achieving all the objectives for content and learning activities missed. Specific attendance requirements may be required by faculty members for some classes or clinical rotations and students are expected to follow them.

Students are expected to be on time for class. If attendance sheets are required by the instructor, the student is responsible for signing the daily attendance sheet.

A student must notify the instructor and/or the community agency if he/she is unable to attend on the assigned day. This notification should be made **before** the beginning of the clinical experience. The student is responsible for demonstrating the achievement of clinical objectives with the validation and evaluation of the nursing faculty. Absences from clinical sessions or excessive tardiness may result in an unsatisfactory clinical evaluation.

A student who comes unprepared for his/her clinical assignment will not be permitted to participate in the scheduled clinical experience and will be considered absent (unexcused).

The student who arrives at his/her clinical setting with symptoms of illness may be excused by the instructor or preceptor, resulting in an excused clinical absence. Faculty may request medical certification of the health status of the student on the student's return. Excused absences may be made up at the discretion of the faculty.

The student is referred to the university student handbook, *Spectrum*, for additional information about class absences.

### **Clinical Placement and Preceptors**

Placement of graduate N.P. nursing students with approved preceptors is monitored by the Coordinator of Graduate Studies and Clinical Affiliations. All placements with preceptors in area health departments must be processed through the nursing supervisors for each county/regional health department. The coordinator will clear all student placements in College of Nursing clinics with clinic directors. Students desiring out-of-state placements must adhere to rules and regulations promulgated by the Board of Nursing in the respective state.

Qualified graduate student preceptors for N. P. students include experienced (one year minimum), master's prepared, advanced practice nurses or certified nurse practitioners, certified nurse midwives, and licensed primary care physicians. Exposure to a variety of rural and urban settings and preceptors throughout the program is encouraged; however, a student should have no more than two preceptors within a single clinical course.

The Coordinator of Graduate Studies and Clinical Affiliations is responsible for ascertaining that all preceptors have a signed agreement/contract and a current license on file. Students cannot begin a clinical placement until a contract is completed. Clinical faculty are responsible for seeing that preceptors are fully oriented to their role in the course and for maintaining communication with the preceptor regarding the student's performance.

In general, preceptors are responsible for:

1. orienting the student to the facility or office, staff, policies, and protocols;
2. assisting the student with the selection of appropriate learning experiences;
3. supervising, collaborating with, and counseling the student regarding assessments, plans, interventions, and evaluation of care;
4. collaborating with course faculty regarding the student's clinical performance; and
5. providing the student with informal and formal evaluations of clinical performance.

Additional information regarding the guidelines and deadlines for the selection of preceptors is available on the College of Nursing Preceptor Approval D2L site.

Students are responsible for maintaining communication with the preceptor and/or the clinical faculty member. Students are responsible for all expenses incurred during clinical placements, including travel expenses to and from clinical sites.

Neither the university nor the clinical agencies are liable for injuries a student may sustain, or the diagnosis or treatment of any illness a student may contract while in an agency for clinical experience. Neither the university nor the clinical agencies are liable for the loss of personal property.

### **Code of Ethics (Faculty/Student)**

Students and faculty of East Tennessee State University College of Nursing subscribe to the American Nurses Association (ANA) Code of Ethics. In addition, all students and faculty are expected to be honest and honorable in all academic and professional endeavors. It is further expected that they will refrain from any activity which might impair the image of the university, college, or the nursing profession.

#### **I. Academic Conduct**

All students and faculty are expected to refrain from acts of academic misconduct including, but not limited to, plagiarism, the giving or falsifying of any academic documents or materials, cheating, and the giving or receiving of unauthorized aid in tests, examinations, or other assigned school work.

#### **II. Professional Conduct**

Professional misconduct is construed as any violation of the following provisions:

1. Faculty and students assume responsibility for individual and professional judgments and actions. Also, it is expected that they will seek consultation and clarification on professional actions in which there is uncertainty. It is expected further that they will continue to maintain the competence of their practice.

- 1.1 The nursing student assumes responsibility and accountability for individual nursing judgments and actions at his/her level of knowledge and expertise.
- 1.2 Nursing faculty and nursing students exercise informed judgment and use individual competence and qualifications as criteria in seeking consultation, accepting responsibilities, and delegating nursing activities to others.
2. It is expected that faculty and students will respect and uphold the rights of all their clients by:
  - 2.1 providing services with respect for human dignity and the uniqueness of the client unrestricted by considerations of social or economic status, personal attributes, or the nature of health problems; and
  - 2.2 safeguarding the client's right to privacy by judiciously protecting information of a confidential nature.
3. It is expected that faculty and students will protect the client against incompetent, unethical, or illegal practice by:
  - 3.1 participating in the profession's efforts to establish and maintain conditions of practice conducive to high quality nursing care;
  - 3.2 participating in the profession's efforts to implement and improve standards of nursing;
  - 3.3 participating in the profession's effort to protect the public from misinformation and misrepresentation and to maintain the integrity of nursing;
  - 3.4 collaborating with members of the health profession and other citizens in promoting community and national efforts to meet the health needs of the public; and
  - 3.5 assuming responsibility for reporting incompetent, unethical, or illegal practice to the appropriate authority (i.e., incident reports, etc.).
4. It is expected that faculty will respect and uphold the rights of students by:
  - 4.1 maintaining confidentiality of students' records;
  - 4.2 obtaining or disseminating to the appropriate persons only, information strictly pertinent to the student's current academic performance; and
  - 4.3 treating the student as a person of worth and dignity.
5. It is expected that students will respect and uphold the rights of faculty by:
  - 5.1 maintaining confidentiality of faculty records;
  - 5.2 obtaining or disseminating to the appropriate persons only, information strictly pertinent to the faculty's current academic performance; and
  - 5.3 treating the faculty member as a person of worth and dignity.

## **Employment of Students**

There is no policy limiting the number of hours a student enrolled in the College of Nursing may be employed, since the ability to handle the combined responsibilities of college and employment depends upon the individual. However, students are strongly advised not to exceed a total of 40 clock hours, including employment, class, and clinical experience. Students who fail to meet the established academic standards in the College of Nursing due to employment will not receive special consideration. Therefore, students who need to work should discuss their course load with their advisors before they risk academic jeopardy. In these situations students may need to temporarily defer academic course work for a period of time, choose part-time academic status and/or take advantage of various loans and scholarships.

Students employed as nursing assistants, L.P.N.s, R.N.s or as any other health care provider should be aware that neither the university nor the College of Nursing assume any responsibility for their activities as employees of an agency. According to the Tennessee Board of Nursing Rules and Regulations, students may practice nursing and are exempt from licensure during nursing course experiences. However, during employment, students are not exempt from the requirement for licensure to practice as registered nurses. Externship programs and part-time employment are sometimes available in health care agencies. All students needing information regarding job availability are encouraged to contact the nurse recruitment office at the individual health care agency for further information. Additional information on employment may be available in the university Career Placement and Internship Services Office, Room 323 D. P. Culp Center (423-439-4441).

## **Hazardous Chemical Right-to-Know Law**

The TENNESSEE HAZARDOUS CHEMICAL RIGHT-TO-KNOW LAW requires employers to provide information on hazardous chemicals to employees who work with such chemicals and to train employees on the physical and health hazards. More information is provided in the OSHA updates in selected clinical courses. Clinical course faculty will provide additional information specific to clinical sites.

## **Hospitalization Insurance for Students**

It is the responsibility of all students to provide hospitalization insurance for themselves if they desire to have coverage in the event of an illness or in case of injury while attending the university. College of Nursing clinical affiliates will provide emergency medical treatment to students as available and if needed for illness or injuries suffered during clinical experience. However, the cost of such treatment will be paid by the student. For those students not having protection under a family insurance plan or for those who want additional coverage, ETSU has arranged for a special student insurance policy. Application forms and information pertaining to this insurance are available in the Student Affairs Office located on the third level of the D.P. Culp Center.

## **Identification Badges/Insignias**

All nursing majors must purchase a College of Nursing picture identification badge which is a partial replica of the student's ETSU ID card. The identification badge must be worn on the student's uniform or lab coat when in any course activity outside the lab or classroom. Badges may be purchased for a minimal cost at the ID window in the Culp Center.

## **Literary Format**

In order to provide consistency, uniformity, clarity, and standardization for written documents in the College of Nursing, the Publication Manual of the American Psychological Association (latest edition) is the adopted style for all written documents in the College of Nursing. This format should be used by all students in writing papers as part of course requirements (unless otherwise specified).

## **Professional Dress Guidelines**

Students must present a professional appearance during any clinical experience including visits to prepare for clinical experience in an agency, participating in observational experiences, or conducting interviews and assessments in the community. Professional appearance includes considering jewelry, hair, cosmetics, nails, hygiene, and clothing. Students must follow agency guidelines during any clinical experience within that agency. Guidelines specific to clinical sites will be given by clinical instructors. Except in special situations (as determined by clinical faculty), sportswear or jeans are not appropriate attire. Students must display proper

identification, including College of Nursing picture identification name badges, and have the required equipment needed for clinical experiences. The ETSU identification name badge and/or insignia should only be worn during clinical experiences, classes, and activities sponsored by the College Nursing.

### **Resolving Academic Concerns**

Students experiencing academic difficulty or concerns in a specific course are strongly encouraged to schedule an appointment with the classroom or clinical instructor for that course for assistance.

Students who are unable to resolve their academic concerns at the course faculty level may then consult these individuals, in the following order:

1. Course Coordinator, if different from the classroom or clinical instructor
2. Program Director
3. Dean of the College of Nursing
4. Vice President, Division of Health Affairs or designee

Appeal of any assigned grade follows university policy. Students may obtain a copy of this policy from the Office of Student Services or consult the Graduate Catalog.

### **Student Conduct– College of Nursing Regulations**

Students using College of Nursing resources or participating in College of Nursing academic classroom or clinical settings, while acting as a representative off campus, or other approved activities (i.e., Student Nurses on Capital Hill) are expected to conduct themselves in a professional manner. Students are expected to be familiar with and follow university and Tennessee Board of Regents regulations on student conduct and computer use, the College of Nursing Code of Ethics, and other policies that may be specific to clinical practice sites.

Students who use the College of Nursing Office of Student Services, Testing Center, N.U.R.S.E. Center, practice labs, Learning Resource Center (computer lab) or classrooms or are in an online class and who violate any of the following regulations will be subject to disciplinary sanctions by the College of Nursing and the university. Misconduct subject to disciplinary sanctions include, but are not limited to the following examples:

1. Use of abusive, obscene, lewd, indecent, violent, excessively noisy, disorderly, or other conduct which disrupts other groups or individuals.
2. Interference with or obstruction of college activities or facilities.
3. Misuse of or damage to any property in the facilities, including computers.
4. Theft.
5. Misuse of documents or identification cards.
6. Unlawful use of alcoholic beverages or possession or use of unlawful drugs or controlled substances.
7. Gambling.
8. Failure to cooperate with college faculty, staff, graduate assistants, or student workers who are acting in the performance of assigned duties in the facilities.
9. Academic dishonesty.
10. Use of food or drinks in the facilities where prohibited.

Approved by Faculty Council 5/8/02

## **Substance Abuse Policy (Rules and Regulations Related to Unprofessional Conduct)**

Students at East Tennessee State University who have chosen to prepare for a career in nursing have placed themselves into a relationship where there is a special concern relative to the possession or use of drugs or controlled substances.

The impairment of nurses as a result of alcohol and substance abuse has been recently recognized as a growing nationwide problem. Substance abuse is a disease process and treatment options are available. Of primary importance to the college is that a large percentage of impaired nurses are identified within the first five years of licensing. In an effort to help lessen this growing problem, the college will proceed in the following manner.

All students will be responsible for compliance with:

- Drug-Free Campus/Workplace Policy Statement ([http://www.etsu.edu/senate/facultyhandbook/section\\_1\\_pdf#drug](http://www.etsu.edu/senate/facultyhandbook/section_1_pdf#drug))
  - Rules of the Tennessee Board of Nursing, Chapter 1000-1-.13 Unprofessional Conduct and Negligence (<http://www.state.tn.us/sos/rules/1000/1000-01.pdf>)
  - Institutional Disciplinary Rules (taken from TBR Policy No. 3:02:00:01): Institutional Policy Statement (<http://www.etsu.edu/students/spectrum/s01.htm>) and Disciplinary Rules (<http://www.etsu.edu/students/spectrum/s02.htm>)
1. If a student appears to be under the influence of alcohol or drugs, functioning in any impaired manner, exhibiting inappropriate behavior in the classroom or clinical setting, or demonstrating any unprofessional conduct or negligence, the faculty or clinical affiliate personnel responsible for that student will use professional judgment and document the unprofessional conduct of the student. Such written communication shall convey the specific nature of alleged involvement with drugs or controlled substances by the student, including any supportive facts or documentation: time, places, circumstances, witnesses or other persons who possess knowledge of the alleged student involvement. (See attachment "Suggested Information to Include When Reporting Reasonable Suspicion of Drug/Alcohol Use".) A determination of functioning in an unprofessional manner will be established by the opinion of the professional responsible for the student. The student will sign that he/she has read the documentation regarding his/her behavior.
  2. The student will be dismissed from clinical experience that day or removed from the classroom. The student may not return to class or clinical until reviewed by the college dean or designee.
  3. The documentation of unprofessional conduct will be forwarded to the dean or designee for review. The documentation will become part of the student's record in the dean's office.
  4. The dean or designee will evaluate the substance of the documentation presented within one week and shall:
    - Arrange a conference with the student;
    - Inform the student of the alleged charges and shall provide the student with an opportunity to respond verbally and/or in writing to such charges; and
    - Based upon the conference proceedings, review the charges with the Vice President for Student Affairs.
  3. Any student charged with misconduct may be required to appear before the Vice President for Student Affairs or a college faculty committee. Such action may be in lieu of or in addition to action taken by the nursing program. Sanctions which may be recommended are listed under Institutional/School Sanctions in the Drug-Free Campus/Workplace Policy Statement and in the Institutional Policy Statement and Disciplinary Rules as directed by TBR Policy No. 3:02:00:01.

All cases which may result in suspension or expulsion of a student from the college or program for disciplinary reasons are subject to the contested case provisions of the Tennessee Uniform Administrative Procedures Act and shall be processed in accordance with the uniform contested case procedures adopted by the Tennessee Board of Regents unless the student waives those procedures in writing and elects to have his or her case disposed of in accordance with college procedures established by these rules. The Vice President for Student Affairs shall provide information to the student relative to the uniform contested case procedures.

In each case, every effort will be made to assure that appropriate due process procedures are followed. The final on-campus appeal of any action is to the college President.

4. Violation of these policies can result in disciplinary action up to and including dismissal from the program of study, even for a first offense.
5. A specific plan for rehabilitation will be developed on an individual basis, and where appropriate, counseling and assistance services for students who are identified as needing help will be recommended. The plan for rehabilitation may include referral to and completion of Tennessee Professional Assistance Program (TNPAP) services.
6. Should a student be dismissed from a program of study for violation of these policies, a plan for rehabilitation will be devised which may include mandatory counseling, periodic drug/alcohol screening and periodic reporting, before a student could be considered for readmission into the nursing program. The student must assume the responsibility for compliance with this plan before a student's request for readmission into the program of study can be considered.
7. Students have a right to, and may request, a formal hearing through due process. See Board of Regents Policy No. 3:02:01 :00.
8. Failure of the student to comply with the decision as outlined will be considered grounds for dismissal from the program.
9. An affiliate used for student clinical experience can require drug screening without cause if such screenings are the policy for employees of that affiliate.
10. Licensed personnel and students in violation of professional conduct will be reported to TNPAP. Full reinstatement to the college and eligibility for readmission into the nursing program will be considered upon completion of a TNPAP approved rehabilitation program or the recommendation of TNPAP, the recommendation of the Vice President for Student Affairs, and the recommendations of the Nursing Student Affairs Committee and the Dean.

**SECTION IV**  
**COLLEGE AND UNIVERSITY RESOURCES**  
**AND SERVICES**

## COLLEGE AND UNIVERSITY RESOURCES AND SERVICES

### Class Officers and Representatives

Each graduate class will elect representatives. Their functions are to provide pathways of information exchange between their respective classes and to facilitate appropriate representation of student opinions and information to College of Nursing faculty and administrators. Class officers and representatives are encouraged to contribute to the development of College of Nursing policy, programming, and instruction in a professional manner. All graduate student representatives will serve on the Dean's Graduate Student Advisory Committee (GSAC).

Additionally, students from each degree program will be elected to serve on the College of Nursing's Graduate Program & Curriculum Committee and Student Affairs Committee. Serving as an elected student representative on a College of Nursing committee is an extremely important role and involves certain responsibilities.

Committee representatives should observe the following guidelines:

1. attend each meeting, and if unable to attend, make arrangements for the elected alternate to attend;
2. inform the committee chairperson if unable to attend and who is to substitute;
3. review the specific functions of the committee, as provided by the committee chairperson;
4. represent the concerns of the student body related to the role of the committee in an unbiased, objective manner;
5. communicate information to and from students in an objective, professional manner; and
6. maintain confidentiality when appropriate.

### Counseling Center (University)

The University Counseling Center, staffed by licensed psychologists and other behavioral health professionals, offers free and confidential counseling for personal, career choice, and academic concerns to all ETSU students. Staff also present a series of workshops each semester on topics such as time management, stress management, relationship skills, sexuality, and assertiveness. The University Counseling Center is located in the D.P. Culp University Center, Room 340. Counselors are on-call during non-office hours. Call (423) 439-4841 for more information or to make an appointment.

### Disability Services

Services and accommodations are provided for students with documented disabilities to provide an accessible learning environment. Any student who has a special need as a result of a disability must contact Disability Services, D.P. Culp University Center, phone 439-8346. Students are required to obtain documentation for needed accommodations each semester and are encouraged to file the documentation in the Testing Center in the College of Nursing.

The following process must be followed.

1. Students must self-identify they have a disability and present documentation to Disabilities Office.
2. The Disabilities Office reviews the disability and its impact on the student at ETSU. Disability Services then uses the Reasonable Accommodation form to outline reasonable accommodation for the student. The student is then given enough copies for each faculty member. *It is up to the student to share the information/form with faculty.*
3. The student *must* meet with faculty at the beginning of the term, or as soon as diagnosis is made. Reasonable accommodations are NOT retroactive. Therefore, if a student has been diagnosed, has the form and chooses NOT to share the information with faculty, the student CANNOT present the form at the end of the semester and repeat tests with the accommodations. *The accommodations start at the time the form is presented.*

4. Disability Services can administer tests if faculty are unable to administer tests under the reasonable accommodations. Faculty are responsible for contacting Disability Services.
5. Academic Programs & Student Services may have a copy of the accommodation form in the student's file IF the student gives permission. Student should note on the file copy that permission was given.
6. If an advisor, or faculty member suspects a student may have a disability, the student should be referred to Disability Services. The student will have to pay for the assessment. (The assessment is not a service provided by the university.)

### **Faculty Practice Network, College of Nursing**

In response to its mission to facilitate the health of the community, the College of Nursing has established a host of clinics to serve several population groups, including homeless, indigent, school-age, rural, and college student clients. Innovative practice, research, and education are integrated in these nationally-recognized clinics. All students are strongly encouraged to participate in service and learning opportunities in at least one of these community-based sites. A current listing of clinics staffed and managed by faculty in the College of Nursing follow.

- Asbury Health Clinic
- David Crockett High School Health Clinic
- Hancock County High School and Elementary School-Based Health Centers
- Johnson City Downtown Clinic and Keystone Center for Women and Children
- Mountain City Extended Hours Health Clinic
- ETSU Student Health Services Clinic
- Daniel Boone High School Health Clinic
- Jonesborough Middle and Elementary School Health Clinic
- University School Health Services
- Partners for Health Medical Clinic

### **Financial Aid and Scholarships**

#### **Graduate Students:**

The East Tennessee State University (ETSU) *Graduate Catalog* provides information regarding financial aid available in the form of assistantships, work-study programs, and loans. For more information, students may contact the ETSU Office of Financial Aid, Room 105, Burgin E. Dossett Hall.

The College of Nursing also provides additional financial aid opportunities specific to graduate nursing students. A brief synopsis of the current major financial aid opportunities follows.

A limited number of Graduate Assistantships (GAs) and Tuition Scholarships (TSs) are available in the College of Nursing each semester. A full-time annual GA appointment provides for a waiver of out-of-state tuition (fall, spring, summer); waiver of in-state tuition (fall, spring); and a monthly stipend. Half-time appointments are available with modified provisions. A TS provides for a waiver of out-of-state and in-state tuition (fall, spring). To be eligible for a GA or TS, a student must be enrolled in at least nine (9) graduate nursing hours per semester (fall, spring) and at least six (6) graduate hours in the summer term. All students who are awarded a GA or TS must register for a designated one-credit-hour course, this course counts as one of the required credits. Students holding a GA or TS must maintain a minimum 3.0 grade point average. Full- and half-time Graduate Assistants require a work commitment of 20 and 10 hours per week, respectively. A student who receives a Tuition Scholarship must work eight (8) hours per week. Placements are coordinated through the Dean's office in the College of Nursing.

Additional information regarding financial aid opportunities may be obtained on the College of Nursing website.

### **Graduate & Professional Student Association**

The Graduate & Professional Student Association (GPSA) is the representative body for students enrolled in the Graduate School. The executive board of the GPSA is elected from representatives of the various graduate programs. Two graduate students from the GPSA are elected members of the Graduate Council. The GPSA encourages social, athletic, cultural, and other extracurricular activities, promotes closer relations between graduate students and faculty outside formal academic settings, and voices ideas and concerns of graduate students.

### **Learning Resource Center (Computer Lab)**

The Learning Resource Center (LRC) is located in Nicks Hall, Room 346 and is open Monday through Friday 8:00 a.m. to 4:30 p.m. (extended hours are arranged when classes are in session). Some scheduled classes are held in the LRC and students may utilize the computer lab for class assignments. Students may also take advantage of the resources of the LRC for independent practice and small group work.

### **Libraries**

Many area libraries are available to ETSU students. The on-campus Sherrod Library contains resources to support the university's programs and research. The Quillen College of Medicine Library, located on the grounds of the Veterans Administration Medical Center, is an excellent resource. Area hospitals also house libraries and have multiple resources available to nursing students. It is very important that students respect the guidelines for each individual library in order for all students to be able to continue to use these resources.

### **School of Graduate Studies**

Located in Burgin Dossett Hall, Room 309, the School of Graduate Studies provides information on the G.R.E., Graduate Assistantships and Tuition Scholarships, graduate school policies and procedures, thesis/dissertation policies and procedures, and all graduate school offerings. Call 439-4221 or visit their web site at: <http://etsu.edu/gradstud>.

### **Security Information Report**

East Tennessee State University makes available to students the ETSU Security Information Report. This annual report includes campus crime statistics for the three most recent calendar years and various campus policies concerning law enforcement, the reporting of criminal activity, and crime prevention programs. The ETSU Security Information Report is available upon request from the Department of Public Safety, Box 70646, ETSU, Johnson City, TN 37614. The report can be accessed on the Internet at: [http://www.etsu.edu/dps/security\\_report.aps](http://www.etsu.edu/dps/security_report.aps).

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

The Epsilon Sigma Chapter of Sigma Theta Tau, International Honor Society of Nursing, was established at the College of Nursing in Spring 1982. The purposes of the organization are to recognize the achievement of scholarship of superior quality, recognize the development of leadership qualities, foster high professional standards, encourage and support research and other creative work in nursing, and strengthen commitment on the part of individuals to the ideals and purposes of the profession of nursing.

Membership in Sigma Theta Tau is an honor conferred upon students in baccalaureate and graduate programs who have demonstrated excellence in their nursing programs. Graduates of baccalaureate programs demonstrating excellence in leadership positions in nursing are also eligible for membership consideration. Membership is available by invitation through active chapters and assumes acceptance of the purposes of the society and responsibility to participate in achieving the goals consistent with the professional and scholastic character of Sigma Theta Tau.

Eligibility for student membership includes:

1. evidence of professional leadership ability or potential ability;
2. college level G.P.A. of 3.3 on a 4.0 scale (The number of students from any one class shall not exceed one-third of the total number expected to graduate from that class and shall rank not lower than the highest 35 percent of their class in scholarship.);
3. invitation to membership during a fall semester ceremony;
4. presence at the induction ceremony to be inducted; and
5. payment of all fees before admission to membership.

### **Skills Practice Lab**

Practice laboratories set up for students to practice nursing skills are located in Rooms 326 and 327 of the Roy S. Nicks Hall. Students will spend assigned time in these labs as a part of clinical courses. In addition, the labs may be available for independent practice time and some lab supplies may be checked out by students for community teaching projects. To schedule independent practice time or check out models or supplies, students must contact the Skills Lab Coordinator at 439-4065 or the Computer Operations Coordinator in the Learning Resources Center at 439-4546.

Food and drinks are not allowed in the skills lab. Once a skills practice session is completed, beds should be straightened and supplies and equipment returned to their designated places.

### **Student Health Services**

The Student Health Clinic is available to all registered ETSU students. A valid current ETSU ID card is required to access services. The clinic is part of the Faculty Practice Network of the College of Nursing and most care is provided by nurse practitioners and registered nurses. The clinic is open Monday – Friday from 8:00 a.m. - 4:30 .pm. Students are advised to call early in the day to schedule same-day appointments with the nurse practitioners. Immunizations are available from 8:00a.m. -11:30 a.m. and from 1:30 - 3:30 p.m.

Students are not charged for visits to the clinic, but there are charges for medications, immunizations, lab tests and some procedures. The Student Health Clinic can help students with episodic illnesses and injuries, preventive services, health education and can assist students with meeting clinical health requirements. The clinic is located in the Old Sherrod Library Building, Room 160. For additional information, call 423-439-4225.

### **Testing Center (College of Nursing)**

The College of Nursing Testing Center provides a variety of services. In addition to giving support and encouragement to graduating nursing students preparing to take the NCLEX-RN or an advanced practice certification examination, services are available to help all nursing students with test-taking and study skills through the use of media, computer tutorials, one-on-one interactions, and study skills class. In keeping with the center's motto, "Promoting Nursing Students' Success," the Testing Center is ready to serve you in the Old Sherrod Library Building, Room 344. Students are encouraged to use the center for study, or for an individualized appointment with the director. Call (423) 439-4262 for an appointment.

### **Writing and Communication Center (University)**

The ETSU Writing and Communication Center, Room 409 Warf-Pickel Hall, provides free tutoring and help with writing or speech projects for any ETSU student at any level. The center provides assistance with term papers, lab reports, theses/dissertations, speeches and presentations. Call (423) 439-8202 for more details.