



BS/N Program Informational Policies Manual: Student Handbook 2014-2015

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Overview

The Baccalaureate Degree in Nursing (also referred to as the Bachelor of Science Degree with a major in Nursing or the BS in Nursing or the BS/N) was created to provide Registered Nurses with strong leadership skills in collaborating with clients, other professional groups, and the community for the purpose of promoting, maintaining and restoring health. The Program extends beyond the clinical aspects of nursing to provide a background in patient education, health promotion, community health, health care across the lifespan, and technology integration. Graduates of this program will base their practice on theories, critical thinking, and research findings from nursing science as well as other disciplines. Courses, all of which are offered as distance education in the hybrid or blended format, are designed specifically for the registered nurse, drawing from, and expanding upon real-life professional nursing experiences. The Baccalaureate Degree in Nursing can be completed in as few as 16 months of full-time study.

Distance learning conducted at Trocaire College is in compliance with the “Benchmarks for Success in Internet-based Distance Learning” as presented by the Institute for Higher Education Policy and in accordance with the Middle States Commission on Higher Education “Interregional Guidelines for Electronically Offered Degree and Certificate Programs”, in accordance with the guidelines published by the New York State Department of Education’s Office of College and University Evaluation, and with the Americans with Disabilities Act.

All faculty members who teach distance education courses are required to be certified to teach courses online by completing the Indiana University Certificate in Distance Learning or the Quality Matters (QM) Certificate Program.

The Program is registered by the New York State Education Department and is fully accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Road, NE, Suite 850, Atlanta, Georgia, 30326. The phone number is (800) 669-1656, Ext. 153.

A student must obtain a minimum grade of C in all courses required in the program. Failure to successfully complete course work that is required by the program results in dismissal from the program. A student may repeat a nursing course only once.

Mission, Philosophy and Goals

Trocaire Mission

Trocaire College, a private career oriented Catholic college, in the spirit of the sisters of Mercy, strives to empower students toward personal enrichment, dignity, and self-worth through education in a variety of professions and in the liberal arts.

BS/N Program Mission

The mission of the Bachelor of Science Degree with a major in Nursing is to provide Registered Nurses with strong leadership skills in collaborating with clients, other professional groups, and the community for the purpose of promoting, maintaining and restoring health.

BSN Program Philosophy

The Baccalaureate-prepared nurse is liberally educated; is expected to master discipline-specific knowledge and to incorporate and apply knowledge gained from other disciplines into his or her nursing practice; and is prepared to embark on a career path to include life-long learning, a commitment to the profession and recognition of personal and civic responsibilities in a multi-cultural and global community.

BSN Program Goals

- 1) The Nursing B.S. program uses individual and system performance methods to assess and improve the health care outcomes of individuals and communities.
- 2) The sequences of courses is designed to expand the graduate's knowledge and skills that includes: organizational and systems leadership, evidence-based practice, informatics, policies, finance, regulatory application, professional communication, family and individual health promotion and restoration, disease prevention, professional ethics and values, and community healthcare practice.
- 3) To prepare students to be leaders in the field of nursing capable of working within a variety of community settings, acute care and/or other health care settings.

BSN Program Outcomes

- At least 80% of the RN to BSN Program students will earn the baccalaureate degree in nursing within three years of initial enrollment.
- Within nine months of program completion, at least 80% of the BSN graduates will be employed in positions reflecting the role of the BSN, enrolled in further nursing education, or commissioned as a military officer
- Within one year of graduation, at least 80% of BSN graduates will report satisfaction with the RN to BSN program in nursing.
- Within one year of graduation, at least 80% of employers hiring graduates of the RN to BSN program will report satisfaction with the performance of those graduates.
- Within eighteen months of graduation, at least 80% of the program graduates will demonstrate personal or professional growth through membership in a professional association, a community organization or other activity that demonstrates a commitment to citizenship, community service or personal enrichment.

BSN Program Assumptions (As identified by the NYS Nursing Education Unit)

Baccalaureate Generalist is prepared to:

- Practice from a holistic, caring framework;
- Practice from an evidence base;

- Promote safe, quality patient care; use clinical/critical reasoning to address simple to complex situations;
- Assume accountability for one's own and delegated nursing care;
- Practice in a variety of health care settings;
- Care for patients across the health-illness continuum;
- Care for patients across the lifespan;
- Care for diverse populations;
- Engage in care of self in order to care for others; and
- Engage in continuous professional development

Student Learning Outcomes

Upon completion of this program, the student will:

1. Exhibit leadership that supports the healthcare policies that promote safe quality nursing care within complex health care systems.
2. Integrate evidence-based practices that support decision-making in the delivery of nursing care.
3. Evaluate the effectiveness of patient and family centered nursing care based on nursing theories and evidence-based practice.
4. Incorporate the concepts derived from liberal education to guide an understanding of the human experience.
5. Incorporate technology and information management to promote a safe practice environment.
6. Engage in inter-professional collaboration to improve population health while considering the fiscal and material resources in the delivery of safe nursing care.
7. Integrate legal, ethical and professional values within generalist nursing practice.
8. Collaborate with inter-professional health communities to provide culturally and spiritually competent patient and family centered care in health promotion and disease/injury prevention.

General information

The Trocaire College Student Policy Handbook is the resource for understanding the academic and administrative policies that are important for academic success. It includes a wide range of information for important federal policies, including rights to privacy, grading policies, and policies and procedures concerning refunds, withdrawals and other administrative issues. Policies and procedures that apply specifically to the bachelor's degree in nursing are listed on the following pages.

The BSN curriculum moves from simple to complex and from the individual to the community. Each nursing course builds on the knowledge of the previous level courses. Courses in each level of the curriculum must be completed before advancing to the next level. Any variations must be approved by the Dean or Associate Dean. Students attending classes on a part-time basis should plan on taking 1 nursing course and 1 liberal arts course.

General Education Component

There is no time limit on general education courses submitted for transfer credit. Credits earned at accredited degree-granting institutions or through approved examination programs, and for which official transcripts are available, will be considered for transfer regardless of when they were completed. Although grades of D are acceptable in the general education component students must have the necessary grades to achieve a C average.

Nursing Component

Credit being submitted from bachelor's-level nursing courses for the purpose of meeting the requirements of the nursing degree must have been earned within five (5) years from the date of enrollment in the program. There is no time limit on the acceptance of nursing credits as long as students remain actively involved in the Trocaire College nursing program.

Minimum Academic Average

A minimum grade of C (2.0) in any required nursing course or S (Satisfactory) by the second attempt. Grades of D are not acceptable in transfer. Grades of D and F in any Trocaire College course are included on the official transcript. These grades will be calculated in the GPA. A cumulative average of C (2.0) or better is required to graduate. Although grades of D are acceptable in the general education component students must have the necessary grades to achieve a C average.

Time Limit

The Bachelor of Science in nursing degree program is designed to complete at your own pace, but must be completed within a seven-year period of enrollment. This time limit on enrollment is cumulative if enrollment is not continuous. Those who do not complete the program within this timeframe may be subject to dismissal. The RN-BSN student usually chooses to enroll as a part-time student. A total of 123 credits are required to complete the BSN degree.

Policy on Repeating Nursing Courses

A student must achieve a 2.00 QUALITY POINTS or better to progress to the next level. Students must achieve a grade of "C" or better in all program required courses. Students may repeat a course in instances where they have received grades of C-, D+, D, F, FX, W, WF, and U. Failure on the second attempt will lead to dismissal from the program. A grade of W counts as an attempt at taking the course.

Waiver of Trocaire College Nursing Bachelor's Courses

Credits from previously completed bachelor level nursing course may be submitted for the purpose of transfer. Nursing courses from hospital diploma programs both in the United States and abroad are not eligible for transfer credit. Bachelor's course work credit submitted for as a request for waiver must:

- Be from a regionally accredited degree-granting institution of higher education
- Have been completed no more than five years from the date of enrollment in the Trocaire College bachelor's nursing program.
- Cover content equivalent to that of the course for which the waiver is sought.
- Carry a grade of C or better

Application Procedures

In order to be considered for admission you must submit:

1. A complete application for admission to Trocaire College
2. **Official** transcripts from all colleges and universities you have attended.
3. One letter of recommendation from a person with whom you interact professionally

Admission Guidelines

1. Applicants must hold an Associate's Degree in Nursing from an accredited institution. Applicants who have graduated from a program that is not accredited, but which is approved and registered with the New York State Education Department, are also eligible for admission.
2. Applicants must have earned a minimum cumulative grade point average (GPA) of 2.50 in their prior nursing program, and must have earned a minimum grade of "C" in all nursing courses. Applicants who have a GPA below 2.5 may be considered for the Baccalaureate in Nursing Program if they have extensive clinical experience or extenuating circumstances.
3. **Students who have graduated from an Associate's Degree in Nursing Program but have not obtained their nursing license may be admitted to the program and allowed to take any or all courses offered in the first semester of study only. Students may not progress to the second semester of study without an RN license which must be submitted to the Dean or Associate Dean to be given to the Registrar. Experience practicing as an RN immediately preceding matriculation is not required, but is recommended.**
4. The Baccalaureate in Nursing Program requires a total of 123 academic credits for completion. Sixty-three of these credits must be in nursing and the remainder in the liberal arts/general education courses. Candidates may transfer up to a total of 33 nursing credits. Exceptions may be granted to students transferring from a Baccalaureate Degree in Nursing Program. Liberal arts credits have no limit for transfer and are based on individual transcripts. Graduates of diploma nursing programs will be granted thirty three transfer credits in nursing and must complete the Liberal Arts requirement.
5. All students must meet the health requirements of the college and collaborative health care agencies. Satisfactory health clearance - Tuberculosis test (PPD), Measles Mumps and Rubella certificate of immunity (MMR), Diphtheria, Pertussis and Tetanus certificate of immunity (DPT), and a copy of current CPR registration must be filed with the college's Health Office at the time of registration and prior to clinical facility experiences.

Admission Policies

- Rolling admissions for this program will include fall, spring, and summer enrollment. Students must be continuously enrolled in the program to remain in good standing. Only one leave of absence is allowed throughout the program. Students taking a leave of absence for any reason must notify the Office of Advisement. A formal leave of absence form is available from that office. After completing the form, it must be signed by the Vice President for Academic Affairs and placed in the student's file.

Program Cost/Financial Aid

- All students are eligible for a discount on their tuition costs. Traditional forms of student financial assistance are available for those who qualify. In order to apply for financial

assistance you must file a Free Application for Federal Student Aid (FAFSA) and, if you wish to apply for a student loan, the Stafford Loan application. Additionally you must submit financial aid transcripts from all colleges and universities you previously attended. Significant financial support is available to military veterans and reservists. Please check with the Financial Aid Office for further information.

Foreign School Transfer

- Credit Evaluation: Students who have attended a postsecondary institution outside of the United States and desire transfer credit, must submit a comprehensive course-by-course evaluation report of their foreign school academic record from the World Education Services (WES). Once Trocaire College has received the course-by-course evaluation it will review the report and grant appropriate transfer credit. When admitted the student will receive an I-20 form (Student Visa) but only after completion of an affidavit of financial support. There are no financial assistance programs available to students attending on a visa.

World Education Services

Bowling Green Station

P.O. Box 5087

New York, NY 10274-5087

<http://www.wes.org/students/>

Phone: 212 966 6311

Fax: 212 739 6100

International Student Requirement

- The test of English as a foreign Language (TOEFL) is required of all international applicants for admission as full time students to determine their level of English proficiency and to enable the college to meet their academic needs. The applicant must obtain a minimum score of 5500 for paper-pencil tests and 173 for computer-based tests to qualify for admission.

Pertinent College Catalog Sections at www.trocaire.edu

- General College Information
- Tuition Information
- Student Life
- Academic Policies and Procedures
- Grades and Quality Points – see College Catalog
- Health Care Policies
- Course Changes
- Leave of Absence
- Withdrawal from College
- Probation and Dismissal
- Student Conduct Code
- Degree and Graduation Requirements: No degree can be conferred unless the candidate has: completed at least 30 credits at Trocaire College and earned a cumulative grade point average of 2.5.

Course Schedule for Full-Time Program of Study

SEMESTER I

NU 300 Comprehensive Health Assessment for Nursing Practice	4 credits
NU 318 Nursing Theory and Practice Issues	3 credits
MA 200 Statistical Methods	3 credits
BIO 333 Pathophysiology	3 credits
EN 304 Race, Gender & Literature	<u>3 credits</u>
Total	16 credits

SEMESTER II

NU 304 Introduction to Nursing Care Informatics	2 credits
NU 310 Family Nursing Care across a Lifespan (Prerequisites NU 300)	3 credits
NU 308 Research Procedures in Nursing Practice (Prerequisites MA 200)	3 credits
SOC 301 Sociology of Health and Medicine	3 credits
BIO 208 General Nutrition & Wellness	<u>3 credits</u>
Total	14 credits

SEMESTER III

NU 402 Community Health Nursing (Prerequisites NU 300, 310)	3 credits
NU 450 Leadership and Management for Professional Practice	3 credits
NU 470 Pharmacology for the Registered Nurse	3 credits
SOC 311 Coping with Illness	3 credits
PSY 303 Organizational Psychology (Prerequisites PSY 101)	<u>3 credits</u>
Total	15 credits

SEMESTER IV

NU 484 Clinical Seminar	2 credits
Prerequisites NU300, 318, 304,310, 308,402,450,470	
NU 486 Professional Nursing Synthesis/ Clinical Capstone	4credits
Prerequisites NU300, 318, 304,310, 308,402,450,470	
GS 499 Multiculturalism	3 credits
PH 301 Philosophy of World Religions	3 credits
PSY 315 Social Psychology	<u>3 credits</u>
Total	15 credits

<u>Grand Total</u>	60 credits
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**Suggested Course Schedule for Part Time Program of Study 10 semesters,
6-7 credits/semester)**

Course	First Semester	Credits
Nursing 300	Comprehensive Health Assessment for Nursing Practice	4
BIO 333	Pathophysiology	3
<i>Total credits</i>		7

Course	Second Semester	Credits
NU 318	Nursing Theory and Practice Issues	3
MA 200	Statistical Methods	
3		
<i>Total Credits</i>		6

Course	Third Semester	Credits
NU 304	Introduction to Nursing Care Informatics	2
BIO 208	General Nutrition and Wellness	3
<i>Total Credits</i>		5

Course	Fourth Semester	Credits
NU 308	Research Procedures in Nursing Practice	3
	Prerequisites: MA 200	
SOC 301	Sociology of Health & Medicine	3
<i>Total credits</i>		6

Course	Fifth Semester	Credits
NU 310	Family Nursing Care across a Lifespan	3
	Prerequisites: NU 300	
EN 304	Race, Gender & Literature	3
<i>Total Credits</i>		6

Course	Sixth Semester	Credits
NU 402	Community Health Nursing	3
	Prerequisites: NU 300,310	
SOC 311	Coping with Illness	3
<i>Total Credits</i>		6

Course	Seventh Semester	Credits
NU 470	Pharmacology for the Registered Nurse	3
PSY 303	Organizational Psychology	3
	Prerequisites: PSY 101	
<i>Total Credits</i>		6
Course	Eighth Semester	Credits
NU 450	Leadership and Management for Professional Practice	3
GS 499	Multiculturalism	3
<i>Total Credits</i>		6
Course	Ninth Semester	Credit
NU 484	Clinical Seminar	2
	Prerequisites: NU300, 318, 304,310, 308,402,450,470	
PSY 315	Social Psychology	3
<i>Total Credits</i>		5
Course	Tenth Semester	Credit
NU 486	Professional Nursing/Synthesis/Clinical Capstone	4
	Prerequisites: NU300, 318, 304,310, 308, 402,450,470	
PH 301	Philosophy of World Religions	3
<i>Total Credits</i>		7
Grand Total		60

IMPORTANT SEMESTER DATES

RN – BS Summer 2014

First Day of Term

Last Day for Add & Drop

Mid-term Week

Last Day for Withdrawal

Last Day of Term

RN – BS Fall 2014

First Day of Term

Last Day for Add & Drop

Mid-term Week

Last Day for Withdrawal

Last Day of Term

May 5th

May 12th

June 16th – 20th

July 11th

August 15th

September 2nd

September 9th

October 13th – 17th

November 7th

December 12th