



Harris College of Nursing & Health Sciences

Nursing

UNDERGRADUATE STUDENT HANDBOOK

revised 10/2023

Contents

WELCOME	3
TCU NURSING	3
TCU NURSING VISION	3
TCU NURSING MISSION	3
TCU NURSING VALUES	3
BACCALAUREATE NURSING PROGRAM OUTCOMES	3
ACCREDITATION	4
LICENSURE	4
DISCLOSURE REQUIREMENTS FOR ACADEMIC PROGRAMS LEADING TO PROFESSIONAL LICENSURE	4
TECHNICAL STANDARDS	5
CHANGE IN HEALTH STATUS	6
LEAVE OF ABSENCE	6
STUDENT'S RESPONSIBILITY	6
STUDY ABROAD	7
MID-SEMESTER GRADES	7
WITHDRAWAL FROM A COURSE AFTER THE LAST DAY TO DROP (Q GRADE)	7
NURSING ENROLLMENT	7
NURSING PREREQUISITES	9
GRADUATION POLICIES	10
POLICIES FOR ACCELERATED BSN TRACK (ABT)	10
EXPECTATIONS OF ALL NURSING STUDENTS IN CONCEPTS & CLINICAL COURSES	11
DRUG SCREENING PER COMMUNITY STANDARDS	11
CRIMINAL BACKGROUND CHECK PER COMMUNITY STANDARDS	12
CRIMINAL BACKGROUND CHECK PER TEXAS BOARD OF NURSING REQUIREMENT	14
PRE-CLINICAL DOSAGE CALCULATION ASSESSMENT POLICY AND PROCEDURE	14
MATHEMATICAL ROUNDING POLICY FOR DRUG CALCULATIONS	15
GUIDELINES FOR REPORTING INCIDENTS	15
ATTENDANCE	15
FINAL ASSESSMENTS	15
STANDARDIZED GRADING SCALE	16
CHAIN OF COMMUNICATION FOR CLINICAL, SIMULATION, AND LAB COURSES	16
CHAIN OF COMMUNICATION FOR CONCEPT COURSES	16
FORMAL COMPLAINTS AND GRADE APPEALS	17
CLASSROOM, CLINICAL, LAB, SIMULATION PARTICIPATION	17
MEDICATION ADMINISTRATION	17
PROFESSIONAL ATTIRE	18

INCLEMENT WEATHER POLICY.....	19
STANDARDIZED ASSESSMENT PROGRAM POLICY UNDERGRADUATE NURSING.....	19
ASSESSMENT POLICY FOR TCU NURSING-UNDERGRADUATE	19
TCU NURSING POLICY ON STUDENT TRAVEL WITH AGENCY PRECEPTORS OR MENTORS.....	20
STUDENT FEES.....	21
IMMUNIZATION AND DOCUMENTATION REQUIRED FOR ALL NURSING STUDENTS ENROLLED IN CLINICAL COURSES	21
HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA).....	22
STUDENT NAME BADGE.....	24
EMPLOYMENT.....	24
HEALTH PROFESSIONS LEARNING CENTER (HPLC).....	24
STUDENT NURSES' ASSOCIATION	25
SIGMA THETA TAU INTERNATIONAL.....	25
CHI ETA PHI SORORITY	25
HONORS PROGRAM	25
PROFESSIONAL BEHAVIOR.....	25
SOCIAL MEDIA POLICY.....	27
BLOODBORNE PATHOGENS EXPOSURE.....	28
ADVISING.....	28
BSN DEGREE REQUIREMENTS	30
BSN DEGREE SUGGESTED PLAN OF STUDY	31
ACCELERATED BSN DEGREE PLAN OF STUDY	32
TEXAS BOARD OF NURSING	34

Welcome

Welcome to Texas Christian University (TCU) and the Harris College of Nursing and Health Sciences (HCNHS) Baccalaureate of Science in Nursing (BSN) program. During the next several semesters you will learn the art and science of professional nursing, gaining career skills designed to carry you well into the 21st century. We value your choice to become a student in our program, recognizing the privilege and responsibility you have granted us. Welcome to TCU Nursing.

TCU Nursing

TCU Nursing is dedicated to professional nursing education based on a foundation of liberal arts, sciences, and humanities and to the promotion of an environment that encourages lifelong learning.

TCU Nursing further affirms to enhance the human condition by preparing graduates who think and practice as ethical leaders, and advance knowledge of health and human development within the global community. The Nursing program is designed to meet the needs of those interested in obtaining the Bachelor of Science in Nursing degree, Masters of Science in Nursing and Doctor of Nursing Practice degree, a Post-Graduate certificate, and a Post-Graduate APRN certificate.

The Program endorses the Mission, Vision and Core Values of Texas Christian University.

TCU Nursing Vision

To advance the health of all.

TCU Nursing Mission

To lead nursing education, practice, and scholarship.

TCU Nursing Values

Collaboration

Human Dignity

Innovation

Integrity

Social Justice

Approved NFA 05-2022

Baccalaureate Nursing Program Outcomes

revised 9/27/2018

Upon completion of the baccalaureate nursing program, the generalist graduate will:

1. Demonstrate values and behaviors that support the vision, mission, and core values of TCU and TCU Nursing.
2. Meet complex health needs of individuals, families, populations, and communities.
3. Apply Leadership and management principles to achieve safe, high quality, person-centered care.
4. Use information management systems and technology to provide care and optimize patient outcomes.
5. Engage in scholarship, leadership, and service.

Accreditation

TCU Nursing, enabled by a trust fund established by the late Dr. Charles Houston Harris, was organized as an academic unit of TCU in 1946. The nursing program is approved by the Texas Board of Nursing (BON). TCU Nursing achieved national accreditation in 1952 and has remained accredited since that time. The baccalaureate degree in nursing program, master's degree in nursing program, the Doctor of Nursing Practice program and Post-Graduate APRN certificate program at Texas Christian University are accredited by the Commission on Collegiate Nursing Education (CCNE), 655 K Street NW, Suite 750, Washington, D.C. 20001, <http://www.ccneaccreditation.org>. TCU Nursing has maintained continuous full accreditation and recognition for over 20 years.

Licensure

Graduates are eligible to sit for the examination for licensure as a registered nurse (R.N.) in Texas or any other state in the United States. Successful completion of the National Council Licensure Examination (NCLEX®) in one state qualifies graduates to apply for licensure in any other state.

In compliance with the policy of the Texas Board of Nursing (BON), all applicants are informed that completion of the BSN degree does not guarantee eligibility for the registered nurse licensure examination (NCLEX). Professional character is necessary for an individual to conform to the requirements of the Nurse Practice Act. Individuals should seek special advising prior to enrolling in any professional nursing program in Texas if they have a personal history involving conditions that may endanger the health and safety of a person. Such conditions include but are not limited to a felony conviction involving acts likely to affect professional practice; a misdemeanor conviction involving moral turpitude; or physical or mental disability/illness, including prior or continued drug or alcohol abuse that influences the ability to practice professional nursing. (Texas Board of Nursing, excerpts from the Rules and Regulations Relating to Professional Nurse Education, Licensure, Peer Assistance and Practice, Texas Administrative Code, Title 22, Part 11, Chapters 215 and 217).

Disclosure Requirements for Academic Programs Leading to Professional Licensure

Licensure Requirements

Each state and territory have different licensure and certification requirements. For states where Texas Christian University (TCU) has presently enrolled students, and for states where prospective students have inquired, TCU has contacted state licensing authorities to confirm that the program meets the educational requirements leading to professional licensure. Other licensure requirements may include professional certification exams, background checks, years of work experience, fingerprinting, etc.

Licensure information is reviewed and updated on this site in May of each year. As of July 1, 2023, we have determined that the TCU Bachelor of Science in Nursing (BSN) Program curriculum.

Meets the requirements in these states and US Territories	Does NOT meet the requirement in these states and US Territories	We have not made a determination if the program curriculum meets the requirements in these states and US Territories
Alabama, Alaska, American Samoa, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Guam, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Northern Mariana Islands, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, U.S. Virgin Islands, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, and Wyoming		Puerto Rico

If you intend to practice in any state other than Texas, you should contact the appropriate licensing agency to independently verify whether TCU's BSN program satisfies the educational requirements for licensure in a particular state before beginning TCU's program. Be aware that state licensure requirements may change from time-to-time and that states may have conditions for licensure in addition to educational requirements. The following site contains links to state licensing boards in nursing <https://www.ncsbn.org/contact-bon.htm>.

If you would like additional information about whether the BSN program meets the educational requirements for professional licensure in another state, please contact us at nursing@tcu.edu.

Technical Standards

TCU Nursing provides the following description of technical standards to inform incoming and enrolled students of the performance abilities and characteristics that are necessary to successfully complete the requirements of the nursing curriculum and provide effective and safe health care. To enter, remain, and progress in the nursing program, the student must meet these technical standards with or without reasonable accommodations and maintain related satisfactory demonstration of these standards. Please note that examples given are for clarity and not an exhaustive list of all possible examples. Technical standards can be found posted on the TCU Nursing website.

The student will be expected to perform the following technical standards

Acquire Information:

- Acquire information from demonstrations and experiences in nursing courses such as lecture, group work, and physical demonstrations.
- Acquire information from written documents and computer systems (e.g., literature searches and data retrieval).
- Identify information presented in images from various media sources.
- Recognize and assess patient or client changes in mood, activity, cognition, verbal, and non-verbal communication.

Use and Interpret:

- Use and interpret information from assessment techniques/maneuvers such as those involved in assessing respiratory and cardiac function, blood pressure, blood glucose, neurological status, etc.
- Use and interpret information related to physiologic phenomena generated from diagnostic tools (i.e. otoscope, stethoscope) during an assessment of a client or patient.

Motor:

- Possess psychomotor skills necessary to provide holistic nursing care and perform or assist with procedures, treatments, and medication administration.
- Practice in a safe manner and appropriately provide care in emergencies requiring life support procedures and adhere to standard precautions.

Communication:

- Communicate effectively and sensitively with patients and families from a variety of social, emotional, cultural, and intellectual backgrounds.
- Communicate effectively with faculty, preceptors, and members of the healthcare team during all clinical learning experiences.
- Accurately elicit information including a medical history and other information needed to adequately and effectively evaluate a client or patient's condition.
- Document effectively and accurately.

Intellectual Ability:

- Measure, calculate, reason, analyze, and synthesize data related to the diagnosis and treatment of patients or clients.
- Exercise proper judgment and complete responsibilities in a timely and accurate manner according to the generalist nursing role.

- Synthesize information, problem solve, and think critically to determine the most appropriate intervention or assessment strategy.
- Ask for help when needed and make proper judgments when a nursing task can or cannot be carried out alone.

Behavioral:

- Maintain mature, sensitive, effective relationships with clients/patients, families, students, faculty, staff, preceptors and other professionals under all circumstances.
- Exercise skills of diplomacy to advocate for patients in need.
- Possess emotional stability to function under stress and adapt to changing environments inherent to the classroom and practice settings.

Character:

- Demonstrate necessary personal qualities of concern for others, integrity, accountability, interest, and motivation.
- Demonstrate intent and desire to follow the ANA Standards of Care, Nursing Code of Ethics, and the Texas Administrative Code, Title 22, Part 11, Chapters 215 and 217.

Used with permission by Rush University College of Nursing.

Adapted from AACN White Paper on Inclusion of Students with Disabilities in Nursing Educational Programs for the California Committee on Employment of People with Disabilities (CCEPD)

Change in Health Status

Students who experience a change in health status that may affect their ability to function safely or meet course objectives in the clinical and/or classroom setting must notify their assigned faculty. The University may require documentation from the student's health care provider indicating the student's functional abilities and/or limitations.

If a student enrolled in nursing coursework has a change in their health status that requires multiple absences from class, clinical, simulation, or lab, they may not be able to meet course requirements and be required to drop nursing courses for the semester. The student, Dean of Students Office, and the Director, Undergraduate Nursing will collaborate to discuss progression through the program.

Examples include but are not limited to: change in medication, use of assistive devices, recovery from surgery, or temporary utilization of a brace or cast.

Leave of Absence

Students may need or choose to remain unenrolled in nursing coursework for personal or medical reasons. In this case, the student will collaborate with the Director, Undergraduate Nursing to discuss progression through the program. Students on a Leave of Absence (LOA) will be allowed to return to coursework the following semester pending space availability and good standing with TCU and TCU Nursing.

Depending on the reason for the LOA, the Dean of Students Office may require clearance paperwork from the care provider in order to return to nursing coursework. Students will need to demonstrate competency from previous semesters prior to re-entering the program and/or may need to repeat previously taken courses.

Students wishing to take a LOA for more than one semester will need to discuss this request with the Director, Undergraduate Nursing to determine feasibility of the request and establish a plan to return. Multiple LOA's may result in repeating previous coursework in order to return or dismissal from the program. Multiple LOA's result in knowledge decline which does not support student success.

Student's Responsibility

The faculty and academic advisers are available to help students understand and meet academic requirements for a degree, but the students are responsible for understanding and fulfilling the requirements. The degree cannot be awarded until all requirements as defined by the TCU Academic

Undergraduate Catalog are met. It is essential that each student become familiar with all requirements and remain informed throughout the program.

Credit earned through partner institutions do not count towards the residency requirement for your degree.

Study Abroad

For all students with a major in Harris College of Nursing and Health Sciences, the student may do only one study abroad experience, either: a) during a summer, faculty led program or b) during a semester abroad program. During a semester abroad program, no more than 15 credits may be taken.

Mid-Semester Grades

At mid-semester nursing faculty will identify students with unsatisfactory progress in any course. Students will be emailed an academic warning letter from the Registrar. It is the student's responsibility to seek the assistance necessary to successfully complete the course in question.

Withdrawal from a Course after the last day to drop (Q grade)

If a student experiences an extenuating circumstance such as severe illness or death in the family which impacts the ability to complete coursework, students may be eligible for a grade of "Q". The grade of "Q" indicates that the course was dropped by permission of the Associate Dean for Nursing & Nurse Anesthesia after the drop date set by the university. The student should meet with the Director, Undergraduate Nursing to discuss the request. Students will be referred to the Dean of Students office who will obtain documentation and make a recommendation as to the awarding of the Q grade. If approved, the Associate Dean for Nursing and Nurse Anesthesia will notify the Registrar's Office of such action.

Note:

- Performing poorly in a class is not considered to be a justifiable reason to drop a class after the deadline and request or receive a Q.
- The Q grade is given to all courses in which the student is enrolled for that semester—not to selected courses.
- A Q grade is not awarded retroactively (after final grades are posted).

Nursing Enrollment

Nursing enrollment policies appear in the current TCU Undergraduate Catalog. The TCU Nursing policies appear in the HCNHS-Nursing section of the catalog.

Admission and Enrollment in the Nursing Major

- TCU Continuing Students** (entered TCU as a first-year student nursing major) In order to receive permission numbers to enroll in first semester nursing courses (Sophomore II semester), continuing TCU nursing majors submit an Intent to Enroll form. The form is due by October 1 to begin in the spring semester and February 1 to begin in the fall semester.
- Change of Major Students** (entered TCU as a first-year student under a different major and changed their major to nursing) A TCU student may change to the nursing major after completing two semesters of coursework at TCU and maintaining a 2.5 TCU cumulative GPA. It is strongly recommended that the change of major be completed as soon as possible, but at least one semester prior to the first semester of nursing courses. Change of major request must be completed by April 1. Students who enter nursing after the first semester of their first-year may only begin the nursing program during a fall semester and will be on a 4 ½ year plan of study or longer depending upon when the change of major occurred. Students wishing to change into the nursing major are strongly encouraged to attend a Change of Major Workshop. Workshops are held in march and October.
- Transfer students** (out of high school at least one full semester and completed college or university work elsewhere for credit) Transfer applicants use NursingCAS (Centralized Application Service for

Nursing Programs). The deadline for application for initial entry into nursing courses by transfer students is February 1 for the fall semester. Test of Essential Academic Skills (TEAS) entrance examination scores are required with the application. Transfer applicants are advised to contact the Harris Academic Resource Center (HARC) as early as possible in the application process.

The number of transfer students admitted to nursing courses is determined by the availability of faculty, facilities and the number of qualified continuing and change of major TCU students. Selection of transfer students for initial entry into nursing courses is based on indicators of the applicant's likelihood of success in the program and in professional practice.

Transfer students may not pursue a nursing major at TCU if they have been enrolled in another nursing program and were not in good standing upon exit or are not admissible to the previous program(s). All transfer student applicants who have been previously enrolled in a nursing program must submit a letter from the dean or director of that program indicating eligibility status for re-admission.

- D. Accelerated BSN Admission Criteria** TCU Nursing offers an accelerated BSN track. Applicants with a bachelor's degree must have a GPA of 2.5 or higher in their first degree or science prerequisites. Applicants without a bachelor's degree, including current TCU students with declared major other than nursing, must have a GPA of 2.5 or higher in their current coursework or science prerequisites. The 19-month course of study is full time with coursework beginning in June of each year. Admission is competitive based on academic record, entrance exam scores and completion of all prerequisite courses and core curriculum. Students must also comply with other admission requirements listed above. Those interested should contact TCU Nursing for admission requirements unique to this track.
- E. Selection Process** Transfer students and students applying to the accelerated BSN program apply through NursingCAS.
1. After the application deadline, verified applications undergo an initial review. Members of the Harris Academic Resource Center (HARC) review for completeness and communicate with applicants if information is missing or unclear.
 2. The selection team (comprised of members of the HARC, three full time nursing faculty, and the Director, Undergraduate Nursing) meet in person to engage in a holistic review of each candidate. Students are selected upon consideration of:
 - TEAS scores
 - Grades in prerequisite courses
 - GPA (in sciences or first degree)
 - Experience (compensated or volunteer)
 - Progress towards meeting TCU Core curriculum requirements
 - Essay/Personal statement
 3. Admission decisions are made at this meeting and communicated to students (by TCU Nursing or TCU Admissions) within four weeks.
- F. Enrollment Requirements for Nursing Coursework**
1. Submit an Intent to Enroll form by the dates mentioned in Section A above.
 2. Complete and submit scores from the Test of Essential Academic Skills (TEAS) standardized exam.
 - Students may take the exam once in a 12-month period.
 3. Complete all required prerequisite courses. Prerequisite courses must be completed with a grade "C" or higher. Students taking nursing prerequisites who make a C- will not meet the nursing program's entrance criterion and will need to retake the course.
 4. Additional requirements
 - American Heart Association's BLS Provider CPR certification.
 - Documentation of required immunizations
 - Documentation of health insurance
 - Drug screen and criminal background check as required by health care agencies
 - Texas Board of Nursing criminal background check

G. Other

1. **Re-enrollment:** A student who has had a leave of absence must apply for re-enrollment after an absence of a full semester. If the student meets enrollment criteria, the Office of the Registrar will contact TCU Nursing to receive approval for the student to re-enroll as a nursing major. The student must meet the requirements for graduation based on the published TCU Catalog at the time of re-entry into the nursing major. Re-entering students may be required to pass comprehensive master exam(s). Re-enrollment is dependent on clinical space availability in clinical courses. See also the Leave of Absence section of the handbook.
2. **Additional Bachelor Degree:** A student with a previous undergraduate degree from TCU must meet the same enrollment requirements as other TCU students. A student with a bachelor degree from another university is considered a transfer student.

Nursing Prerequisites

Nursing prerequisite courses must be completed with a grade of “C” or higher before beginning nursing coursework. Students taking nursing prerequisites who make a C- will not meet the nursing program’s entrance criterion. Prerequisite sciences must be completed within five years of beginning nursing coursework.

Prerequisite Courses include

• Anatomy & Physiology I (BIOL 20204 / Lab).....	4
• Anatomy & Physiology II (BIOL 20214 / Lab).....	4
• Microbiology (BIOL 20234 / Lab)	4
• Human Development (NURS 10303).....	3
• Introductory Psychology (PSY 10213)	3
• Introductory Sociology (SOCI 20213)	3
• Math - Elementary Statistics (MATH 10043).....	3
• Nutrition (NTDT 20403)	3

It is recommended that students have less than 18 hours remaining towards completing the TCU Core Curriculum (5 classes) at the time nursing courses begin. ENGL 20803 should be completed prior to entering the second semester of the nursing program (Junior I courses).

Enrollment in courses limited to the nursing major require at least 2.5 TCU cumulative GPA. Students enrolled in nursing courses who show an inability to achieve or maintain a 2.5 GPA will be discontinued from the major.

Transfer of Nursing Prerequisite Courses

TCU Students completing prerequisites including Anatomy & Physiology I, Anatomy & Physiology II, and/or Microbiology at other universities must follow the University’s transfer Credit Policy and TCU Nursing policy.

Dual credit

Credit for the anatomy portion of Anatomy and Physiology (BIOL 20204) will be considered on an individual basis. Granting credit for BIOL 20204 will be in collaboration with the biology department. The decision to give credit is based upon multiple factors including but not limited to; when the course was taken, where it was taken, and review of the course syllabus. Credit for the physiology portion of A&P (BIOL 20214) is not granted through completion of dual credit courses.

Nursing Progression Policies

All Nursing Progression Policies apply to students enrolled in the traditional and accelerated tracks of the BSN program.

- Enrollment in all nursing courses limited to the nursing major requires at least a 2.5 TCU cumulative GPA.
- All courses must be passed with a “C” or higher and a “P” (pass) if the course is a Pass/No Credit course. Students are responsible for knowing the criterion to earn a “C” or “P” in a course. Some

nursing courses require a specific test average in order to earn a “C” or higher in a course. This information is found in the course syllabus that is shared with students the first week of class.

- Students may repeat one nursing course if less than a “C” or a “No Credit” (NC) grade is earned.
- Once students enter into clinical coursework, all nursing courses must be taken and re-taken at TCU. Clinical coursework begins the second semester of the program (Junior I semester).
- Students are discontinued from the major if grades of “C-“, “D”, “F”, or “NC” are earned in two or more nursing courses (excluding NURS 10303 and nursing electives). This policy applies even when the grade of “C-“, “D”, “F” or “NC” has been replaced by a passing grade achieved by retaking a course.
- If a student has elected to file a grade appeal according to the TCU policy, the student may remain in coursework until the outcome of the appeal has been decided.
- Students who are unable to achieve or maintain a 2.5 GPA or are not making consistent progress towards program completion will be discontinued from the major.
- Students may be discontinued from the nursing major when their academic, clinical, or personal performance is determined to be inconsistent with professional responsibility and accountability of the student is found in violation of the TCU Code of Conduct or Academic Code of Conduct. In rare instances, the safety of patients may necessitate removal of a student from clinical. Faculty members are responsible for recommending this action to the Director, Undergraduate Nursing when indicated.
- As a minimum requirement for participating in a clinical, students’ performance must be in compliance with the Nursing Scope and Standards of Practice published by the ANA and the Texas Board of Nursing’s Rules and Regulations including “...not accepting an assignment when one’s physical or emotional condition prevents the safe and effective delivery of care...”. When in the opinion of the instructor a student is not prepared for the educational activity or is in violation of these rules for any reason, including but not limited to, impairment by reasons of alcohol and/or drug abuse, the student is dismissed from clinical for the day by the instructor. The instructor may recommend further action to the Director, Undergraduate Nursing.

Graduation Policies

For the Bachelor of Science in Nursing degree a student must meet the following requirements for graduation:

- A 2.5 cumulative GPA for all coursework completed at TCU.
- Completed required hours including all nursing courses required for the major with grades of “C” or higher and “P”.
- Completed all TCU core curriculum requirements.

Multiple Majors

Nursing students may, with prior approval of appropriate academic deans, pursue an additional major concurrent with nursing. Such students must declare nursing as the first major and complete all degree requirements for both nursing and the additional major. Students interested in this option are encouraged to meet with advisers from both majors as soon as possible to develop an academic plan.

Policies for Accelerated BSN Track (ABT)

Meeting Prerequisites and TCU Core Requirements

Students must meet all prerequisites and TCU core requirements prior to admission. Applicants enrolled in prerequisite courses at the time of application should include evidence of satisfactory progress in those courses with their application for admission.

Transitioning from ABT to Traditional Track

An ABT student who fails one course, drops a course, holds a TCU cumulative GPA < 2.5, or elects not to continue in the ABT track, may transition to the traditional BSN (TBT) track on a space available basis. Students wishing to transition to the traditional track need to meet with the Director, Undergraduate Nursing to develop a revised academic plan.

Expectations of all Nursing Students in Concepts and Clinical Courses

Adherence to DFW Hospital Council Community Standards Regarding Drug Screening and Background Checks:

Policy for Required Drug Screening and Criminal Background Check

Drug screening and criminal background checks are required by the facilities which are the sites for the clinical learning experience of nursing students of TCU Nursing. The 2017 Dallas-Fort Worth Hospital Council Foundation Community Standards requires that drug screens and background checks be conducted within 30 days prior to the start of the first clinical rotation.

Before a nursing student can be placed in clinical experience, the student must have certain acceptable results on both a drug screen and a criminal background check.

Selection of Company to perform Drug Exam Testing/Criminal Background Check

TCU Nursing will notify students of the company designated by TCU Nursing to perform the drug testing and criminal background check. TCU Nursing will only accept results from the designated company for drug tests and criminal background checks provided for under this policy. For example, TCU Nursing will not accept a drug test/criminal background check which a student has independently obtained from the company outside the procedure provided in this policy.

The company selected is independent and separate from both TCU and TCU Nursing. It is not and shall not be considered a partner, joint venturer, employee, or agent of TCU or TCU Nursing.

TCU shall not be considered a partner, joint venturer, employee, or agent of the company.

The cost for the drug screen is attached to enrollment of the first clinical course. The cost of the background check is the responsibility of the student.

Drug Screening per Community Standards

A. TCU Nursing Students Required Drug Screening/Timing of Drug Screening

TCU Nursing students enrolled in clinical coursework for the first time or a student who has had a break in enrollment in clinical courses are required to complete drug screening at a time designated by TCU Nursing prior to the first clinical day in the facility. A break in enrollment is defined as non-enrollment for one full semester or more in clinical coursework.

B. Drug Screen Procedure/Requirements

The company TCU Nursing selects on a specified day prior to the beginning of clinical coursework to obtain and test urine samples from each student. Each student required to undergo the drug test shall cooperate in all aspects of the urine drug test. Failure to adhere to the timing of the drug screen (within 72 hours of notification) will be considered as positive screen and subject to consequences of a positive screen detailed in section D below.

Each student is required to sign any and all consents/releases, in the form(s) designated by TCU Nursing, including consent to the drug test and permission for the results of the drug test to be provided to TCU and TCU Nursing. It is a violation of this policy for a student to adulterate or attempt to adulterate a specimen, to engage in any deceptive behavior during or in connection with the testing process, or take any other action which would falsify test results or tend to make test results inaccurate.

As part of the drug testing procedure, the student may be contacted by the Medical Review Officer ["MRO"] affiliated with the testing company. The student should cooperate with and accurately

respond to inquiries of the Medical Review Officer. A positive drug screen for a student is defined under this policy to be one reported as such by the testing company selected by TCU Nursing.

Generally, under the Community Standards, this refers to the testing company indicating the student tested on both the company's initial test and GC/MS confirm test as outside the acceptable range set by the testing company, and with the MRO not determining the test result should be a negative. A negative test for a student is defined under this policy as a test result which is not a positive test result.

C. Reporting of Drug Screen Results to TCU Nursing

The testing company will communicate the drug test results to the Director, Undergraduate Nursing. It is the policy of TCU and TCU Nursing to maintain the confidentiality of these drug test results to the extent required by law.

D. Consequences

When there is a positive drug screen or failure to test within time requirements, the following will occur:

- the student will be immediately suspended for a minimum of one year (12 continuous months from the date of the beginning of the suspension) from the nursing program; and
- the positive drug screen will be shared by TCU Nursing with the Dean of Students office for further action, including but not limited to referral for a drug abuse education program, referral to counseling, and/or referral to a drug treatment program, under TCU's institutional policies; and other appropriate action, if any.

Any nursing student with a positive drug screen is encouraged to seek treatment.

TCU Nursing encourages impaired students to seek assistance voluntarily and assume responsibility for their personal and professional conduct.

A student who has on one occasion had a positive drug screen under this policy, and who desires to reapply to TCU's Nursing program, may reapply only for a school semester beginning after the period of suspension (12 months minimum). The student will, in addition to meeting all other requirements for similarly situated applicants, be required to provide documentation of successful treatment and the student will be required to consent to and undergo a retest, at a time and through a testing company selected by TCU Nursing, with this retest resulting in a negative drug screen.

This re-testing is at the student's expense. The decision on whether to re-admit the student is not guaranteed, and will be made on a case-by- case basis.

E. Suspicion Testing

Additionally, the Community Standards provide that a student assigned to a facility for a clinical experience, and who is suspected by the facility or faculty of substance use or abuse, will be asked to consent to a drug test, and if positive, will follow consequences outlined in Section D. In this situation, the student is required to sign the consent and complete an immediate drug test as provided by the Community Standards.

Criminal Background Check per Community Standards

Nursing students must present proof of a successful background check by the Texas board of nursing prior to beginning the nursing program. Additionally, the DFW Hospital Council's Community Standards require a second background check prior to beginning clinical coursework.

A. Nursing Students required Criminal Background Check/Timing of criminal background check

TCU Nursing students enrolled in clinical coursework for the first time or a student who has had a break in enrollment in clinical courses are required to complete the criminal background check at the time designated by TCU Nursing prior to the first clinical day in the facility. A break in enrollment is defined as non-enrollment for one full semester or more in clinical coursework.

B. Criminal Background Check Procedure/Requirements

Each student who will be the subject of the criminal background check is required to cooperate with the company conducting the check so that it can be completed at the time required by TCU Nursing prior to the student contacting patients or employees at the facility. Each student is required to provide the screening company with accurate identifying information requested so that the company can carry out the screen upon the student. Each student is required to sign any and all consents/releases, in the form(s) designated by TCU Nursing, including consent to the criminal background check and permission for it to be provided by the company to TCU and TCU Nursing. It is intended that the background check include all cities and counties of known residence for the seven-year period prior to the check.

Under this policy, the term “failing” the criminal background check is defined as the screening company reporting to TCU Nursing that the student had any of the following, during the seven-year period prior to the check:

- A felony conviction.
- A misdemeanor conviction or felony deferred adjudication involving a crime against a person (physical or sexual abuse).
- A misdemeanor conviction related to moral turpitude (prostitution, public lewdness/exposure, etc.).
- A felony deferred adjudication for the sale, possession, distribution, or transfer of narcotics or controlled substances.
- Registration as a sex offender.

C. Reporting of Criminal Background Check to TCU Nursing

The company conducting the criminal background check will communicate the criminal background check results to the Director, Undergraduate Nursing. It is the policy of TCU and TCU Nursing to maintain the confidentiality of these criminal background check results to the extent required by law.

D. Consequences

When a student fails the criminal background check the student, Director, Undergraduate Nursing and Associate Dean of Nursing and Nurse Anesthesia will meet to discuss the results. The Texas Board of Nursing and the Dean of Students Office may need to be consulted. Consequences may range from being removed from clinical temporarily to dismissal from the program.

A student who is convicted of or receives deferred adjudication for any criminal offense(s) while enrolled in the program must report the conviction to the Director, Undergraduate Nursing; within three days of the conviction, and the student will be referred to the Dean of Students office and suspended from the Nursing program until the student obtains from the Texas Board of Nursing a Declaratory Order or similar decision stating the individual is eligible for initial licensure or licensure renewal.

E. Institutional Policies

TCU has separate and additional policies which may provide additional requirements, disciplinary action, and/or consequences applicable to events and occurrences covered by the TCU Nursing policy.

In addition, some other programs or departments at TCU have, or in the future may have, drug test and/or criminal background check policies or procedures. These other policies and procedures, and their terms, conditions, requirements, disciplinary action and/or consequences are in addition to those in this TCU Nursing policy.

See the TCU Student Handbook, which provides additional information about on-campus services and health risks associated with drug and alcohol abuse. Refer also to the Code of Student Conduct

Criminal Background Check per Texas Board of Nursing Requirement

In order to begin nursing coursework, each student must complete the criminal background check (CBC) as required by the Texas Board of Nursing (BON) and submit proof of eligibility to sit for the NCLEX. The only documentation accepted to show proof of eligibility is:

- Blue postcard from the BON
- An Operations Outcome Letter
- An Enforcement Outcome Letter
- An Eligibility order from the BON

The Texas Board of Nursing, will not have access to the criminal background information of students after completion of the criminal background check process. When a student files an application for licensure, the BON will regain access to the criminal background record retroactively.

This means that if any criminal behavior occurs after beginning TCU nursing coursework, the student must file a Declaratory Order petition immediately in order to have the matter investigated prior to graduation. If the student waits until the Senior II semester, it is likely that permission to take the NCLEX will be delayed while the matter is investigated.

Pre-Clinical Dosage Calculation Assessment Policy and Procedure

The Pre-Clinical Nursing Dosage Calculation Assessment Policy exists to facilitate dosage calculation competence necessary for safe nursing practice. The nursing literature reports that the majority of nursing errors occur in medication administration. Many hospitals require nurses to demonstrate dosage calculation proficiency as a requirement for employment. Therefore, it is imperative that nursing students assume personal responsibility for maintenance of dosage calculation skills throughout the nursing curriculum. The dosage calculation assessment serves as a means for continued assessment by students and faculty of these important required skills. TCU Nursing is committed to assisting students who need additional instruction in dosage calculations in order to maintain safe medication administration in clinical courses.

Policy

TCU Nursing has a graduated passing requirement for the student dosage calculation assessment. All students will begin taking the dosage calculation assessment in the semester after they successfully complete pharmacology.

These are the passing scores required:

Traditional	Accelerated	Passing score
Junior II	Semester 2	90%
Senior I	Semester 3	95%
Senior II	Semester 4	100%

Students who are unsuccessful on their second attempt at the dosage calculation assessment in the same semester will be enrolled in NURS 30331-Dosage Calculations for Nurses. Students unable to successfully complete NURS 30331 will be withdrawn from clinical coursework.

Procedure

Standard Assessment times are listed in the semester Orientation Schedule. Students are to refer to the schedule for their assigned assessment time. Students requiring special accommodations must submit the appropriate paper work to the Course Coordinator before the assigned assessment date.

Administration

Students are to arrive at the assessment area at least 5-10 minutes before assessment is scheduled to begin if it's given in the classroom environment. One hour is allowed to complete the assessment. Students who arrive after the assessment has begun will only have the remaining time to complete the assessment. Students are not allowed to leave the assessment area until they are finished with the assessment or until the hour is over. If a student leaves the assessment area prior to finishing the assessment, that student forfeits/terminates that assessment opportunity and may not reenter the assessment area during that hour.

Failure to register for or attend the scheduled assessment time will be treated as a failed attempt. Exceptions to this policy will be at the discretion of the Course Coordinator.

The Academic Conduct policy found in the TCU Student Handbook will be followed at all times during the assessment procedure.

Approved Nursing Faculty Assembly (NFA) 01/2002; revised 04/2005, 09/2008, 10/2017

Mathematical Rounding Policy for Drug Calculations

revised 08/2021

The following guidelines are to be followed when calculating dosage problems.

1. **No rounding will be done until the last answer is calculated.** Then the rounding will take place.
2. **When the answer is less than 1**, carry the decimal answer to the thousandths place and round to the hundredths place.
Example: 0.123 = 0.12 **OR** 0.465 = 0.47
3. Always place a zero in front of any less than 1 decimal answer to accentuate the decimal.
Example: .12 should be 0.12 **OR** .05 should be 0.05
4. **If the answer is greater than 1**, carry to the hundredths place and round to the tenths place.
Example: 1.88 = 1.9 **OR** 2.34 = 2.3
5. **All answers must be correctly labeled.** This ensures that the student understood that for which they are solving. **Answers should never contain a trailing zero.**
Example: 0.5 **NOT** 0.50 **OR** 1 mg **NOT** 1.0 mg
6. Any IV problem solving for mL/hr should be carried to the tenths decimal place.
Example: 41.25 mL/hr = 41.3 mL/hr (not 41 mL/hr)

Guidelines for Reporting Incidents

Safety during clinical experiences is of utmost importance. Therefore, any incident that creates a potential for injury or harm to any individual (patient, staff, student, faculty, etc.) must be immediately reported to the clinical faculty. Such incidents include but are not limited to: pathogen exposure, needlestick injury, fainting, or falls. Depending upon the incident, the student may need to seek medical attention on site or at an occupational health clinic. Once the incident is reported to the clinical faculty; the Director, Undergraduate Nursing is notified and a plan of care for the student is implemented.

The student and the clinical faculty member will complete and submit to the Director, Undergraduate Nursing an Incident Report Form within 24 hours of the incident. The department and HCNHS leadership teams will review the incident and any student need for additional care.

Attendance

Students are required and expected to attend all classes, labs, and clinical. If you are unable to do so, you must notify the faculty prior to class, lab, or clinical. Failure to notify the faculty may result in a negative consequence.

Final Assessments

Final assessments will be given on dates and times as specified by the Registrar's office. University policy prohibits changing of assessment dates from the printed schedule unless there are more than two assessments within a 24-hour period. Individual concerns need to be addressed early in the semester with the faculty of the individual course.

TCU Nursing will change the final exam schedule from the Registrar’s office schedule when students are scheduled to have two or more nursing final exams on the same day. Students will be emailed their final exam schedule.

If the nursing final exam schedule was altered in a way that conflicts with a non-nursing course, the student and nursing faculty will make arrangements for the student to take the nursing final exam at a different time so that priority is given to the originally scheduled non-nursing final exam.

Standardized Grading Scale

TCU Nursing has agreed to the following grading scales for all nursing courses. At TCU, the use of plus/minus grades is an option for the faculty. The grading scale to be used in a specific course will be clearly stated in the course syllabus. In all instances, a grade of C requires a 73. According to TCU policy, in all cases where a grade of C is required, a grade of C- does not meet that requirement.

Standard:		Plus/Minus:	
A	90-100	A	93-100
B	80-89	A-	90-92
C	73-79	B+	87-89
D	60-72	B	83-86
F	59 and below	B-	80-82
		C+	77-79
		C	73-76
		C-	70-72
		D	60-69
		F	59 and below

Approved by Nursing Faculty Assembly 01/28/201

Students are responsible for knowing the criterion to earn a “C” in a course. Some nursing courses require a specific test average in order to earn points that are obtained through non-exam methods (ex: quizzes, participation grades, project grades). Faculty are responsible for sharing how grades are rounded to the nearest whole number. Grading information and rounding policies are found in the course syllabus that is shared with students the first week of class.

Chain of Communication for Clinical, Simulation, and Lab Courses

If you have any questions or concerns about your experiences in clinical, simulation, or lab courses the first step is to communicate these questions or concerns directly with the faculty in the course. The chain of communication for clinical, simulation and lab courses is:

1. Your course faculty; if the situation is unresolved, consult with
2. The Course Coordinator, if the situation is unresolved, consult with
3. The Director, Undergraduate Nursing; if the situation is unresolved, consult with
4. The Associate Dean for Nursing & Nurse Anesthesia.

Chain of Communication for Concept Courses

If you have any questions or concerns about your experiences in concepts courses, the first step is to communicate these questions or concerns directly with the faculty in the course. The chain of communication for concept courses is:

1. Your course faculty; if the situation is unresolved, consult with
2. The Director, Undergraduate Nursing; if unresolved, consult with
3. The Associate Dean for Nursing & Nurse Anesthesia.

Formal Complaints and Grade Appeals

TCU Nursing defines a formal complaint as any issue presented in writing that invokes the University Appeals or Grievance Policies and Procedures. Nursing students wishing to submit a formal complaint are encouraged to follow the steps outlined in the TCU Student Handbook and can be found on the Dean of Students webpage <https://deanofstudents.tcu.edu/university-judicial-system/>

Students wishing to appeal their grade in a course should follow the TCU policy found in the TCU Student Handbook. The policy is also outlined on the Dean of Students webpage <https://deanofstudents.tcu.edu/student-handbook/academic-policies/>

Classroom, Clinical, Lab, Simulation Participation

Students are expected to attend and actively participate in all nursing courses to include classroom, clinical, lab, and simulation. Each student is accountable for all assigned objectives.

1. Nursing students enrolled in clinical nursing courses must attend clinical orientation and assessment sessions that are held the first week of each semester. Absence may cause cancellations of enrollment in these courses.
2. Students will be held accountable for all content taught in previous courses
3. Students are expected to be on time for class, clinical, lab, and simulation courses.
4. Students demonstrating unsafe behavior can be administratively removed from or will receive a “no credit” (NC) in the clinical, lab or simulation course.

If a student is ill or otherwise cannot attend class, clinical, lab or simulation the clinical student is responsible for notifying the faculty member, and potentially the agency, according to policies stated in the syllabus. Missed clinical, lab, and simulation days will need to be completed at an arranged time.

The American Psychiatric Association (APA) format will be used for written material in all classes.

Students are expected to adhere to the all University policies (academic and conduct policies)

Students are expected to conform to the standards of nursing practice as stated in the Texas Board of Nursing’s Nursing Practice Act and the American Nurses Association (ANA) Code of Ethics.

At the beginning of each semester, each student must review basic information regarding use of standard precautions. The student will turn in a signed statement to the effect that the student is responsible for implementing the practice.

Clinical attendance is mandatory. Students are expected to arrive in clinical fully prepared. Unprepared students will be sent home from clinical and will not earn credit for the day. Clinical preparation may require reading, practicing in the skills lab, or writing care plans prior to arrival at clinical.

As part of the clinical experience students have the opportunity to work in several clinical settings and with numerous clients during their years as a student in the nursing program. As professional nursing students, students are expected to keep confidential all information entrusted to them by clients, peers, faculty, and colleagues in a clinical setting.

Medication Administration

One of the most challenging learning opportunities in the student nursing experience is the administration of medications. To accomplish this objective the student is prepared by pharmacology class, drug calculation practice, the study of anatomy and physiology, pathophysiology, microbiology, and the specific learning of patient medication administration. All of this is done to prepare the student for the next step, that of administering to the patient/client the correct medication.

In the state of Texas, a nursing student is prohibited from administering medication without supervision while functioning as a student nurse. It is the responsibility of the instructor to be present for every medication given or to ensure appropriate supervision for the student.

The course faculty will communicate the rules for administration of medications in each clinical course. clinical. It is the responsibility of the student to know and follow these rules. If there is any doubt about a specific situation, do not administer the medication and notify the instructor immediately.

Professional Attire

updated 4/2023

Students are to dress professionally at all times when representing themselves as TCU Nursing students.

The general requirements for the uniform for undergraduate students of the nursing program will be as follows:

In lab, simulation or clinical facility regarding a uniform

- Dark purple scrub top, pants, and optional purple jacket and purple surgical cap must be purchased at the TCU Bookstore. The scrub top and purple jacket must have the custom embroidered TCU Nursing logo. The TCU Bookstore does offer an optional embroidered fleece jacket that may be worn to the clinical facility, but not worn during clinical.
- For clinical requiring a lab jacket to be worn, students must wear the White Coat with custom embroidered TCU Nursing logo, as provided by TCU Nursing (unless not appropriate for the clinical site).
- A solid white or black shirt may be worn underneath the purple scrub top if desired. Shirts should be tucked in and/or not visible below the scrub hem.
- The scrub pants must extend to the ankle. Hem of scrub pants must be at least 1" from the floor. Pants must be loose fitting enough to allow for comfortable bending and squatting.
- The shoes must be all white or all black, closed toe, closed heel, leather. No clogs or crocs. Shoes must be clean, comfortable and quiet. Socks or hose should be worn. Socks may be white, black or purple and extend above the ankle.

In a clinical facility or lab requiring a laboratory coat over street clothes

- A white lab coat with permanently affixed TCU Nursing identification must be worn. Must wear the White Coat with custom embroidered TCU Nursing logo as provided by TCU Nursing. The White Coat will be provided during the White Coat Ceremony occurring at the beginning of Junior I semester
- Street clothes include skirt or slacks with a shirt or blouse or dresses.
- Do not wear jeans, shorts, tee shirts, flip flops, or sandals. Shoes should be clean, with low heels and closed toe and heel. Socks extending above the ankle or hose should be worn.

In any clinical setting including lab and simulation

- Hair must be naturally occurring color in humans, should not rest over/below the shoulder or risk interfering with provision of patient care. Head coverings are allowed when worn for religious or cultural reasons. If worn, hair bands should be solid white, black, human hair, or purple color, unembellished, and less than 2 inches in width.
- Facial hair must be neatly trimmed, and ½ inch or less in length.
- No rings or visible piercings except one stud per ear.
- Fingernails should be clean and trimmed no longer than the fingertip. No nail jewelry, artificial nails, or nail polish is permitted.
- Students must wear a watch that allows counting in seconds.
- Smoking tobacco or e-cigarette or drinking alcohol while in uniform is unacceptable.
- Professional behavior is mandatory when TCU Nursing uniform is worn.

- No wearing of TCU scrubs out in the community after having been in a patient care setting.

Faculty may have special considerations. Exceptions to this policy must be discussed with the instructor and must follow clinical agency guidelines.

Inclement Weather Policy

When there is inclement weather, the University uses the TCU Alert system to notify the campus community of closures or delayed openings. Often the decision to close or delay the opening of the University due to inclement weather is not made until 6:30 a.m.

We realize that many students are scheduled for lab or clinical which begin at or before 6:30 a.m. and have varying lengths of commute to the clinical facility. If you are concerned for your safety, please use your best judgment in determining whether you should travel. Contact your faculty to let him/her know if you do not feel you can commute safely. Any missed clinical hours will be completed at another date.

If the university is closed, classes are cancelled and students will not report to the clinical agency. The clinical hours will be completed at another date.

Standardized Assessment Program Policy Undergraduate Nursing

Policy

All undergraduate nursing students will be evaluated using a nationally standardized assessment program throughout the nursing curriculum.

Purpose

1. Assists in documenting student outcomes
2. Identifies strengths & weaknesses of students and aggregate groups of students
3. Provides curriculum evaluation data
4. Strengthens NCLEX-RN® outcomes

Procedure

1. Students will take a standardized assessment before beginning the nursing curriculum as outlined in the admission criteria.
2. Students will take standardized assessments throughout the nursing curriculum as outlined in the course syllabus for each course.
3. All students regardless of score will be asked to remediate over missed content. Remediation is through the Assessment & Evaluation Coordinator who will contact students and monitor the remediation process.
4. Results will be used, in part, to estimate NCLEX-RN® success but scores on standardized assessments do not determine student graduation from the program. In addition, there is not a minimum score required in order for a student to pass the course.
5. It is recommended that scores on standardized assessments make up no more than five percent (5%) of the total course grade.

Approved by NFA 3/23/2017, revised 8/16/2018

Assessment Policy for TCU Nursing-Undergraduate

Policy Statement

All undergraduate assessments (quizzes and exams) will be administered electronically when it is appropriate for the type of assessment or evaluation being used.

Purpose

The use of electronic assessments for the duration of undergraduate nursing coursework is an evidence-based methodology that prepares students for the NCLEX-RN®.

Procedure

1. Students enrolled in nursing courses will complete assessments online.
2. The electronic assessment policy is in the BSN Student Handbook.
3. Faculty will build assessments online and post assessments for the student.
4. During the assessment: Students will adhere to the following guidelines which follow the instructions given during NCLEX-RN® assessment.
 - No phones are allowed near the assessment area
 - Phones must be turned off, put away, and not in pockets
 - No food or drink are allowed
 - No talking during the assessment
 - Students may not leave the room during the assessment
 - Any baseball caps must be turned backwards or taken off
 - All smart watches must be removed and placed out of sight
5. Faculty may have additional requirements during the assessment. These will be shared with students and defined in the syllabus. Additional requirements may include but are not limited to:
 - Faculty will/will not answer questions about assessment items during the assessment
 - All books/backpacks must be at the front or side of the classroom
 - Scratch paper will be provided by the faculty member and collected at the end of the assessment
 - Faculty will provide writing instruments
 - No gum or candy during the assessment
 - Students will bring and present their TCU ID
 - Students must use the calculators provided on the computer
6. Immediately after the assessment: When posting the assessments, each faculty member will determine what the student will see upon completing the assessment. This may include:
 - Viewing raw or percentage score at the end of the assessment
 - Review missed assessment items immediately after the assessment
 - No raw score or percentage score at the end of the assessment
 - No review of missed assessment items immediately after the assessment
7. Item analysis: Faculty members will review the item analysis following an assessment
 - Ideal standards of acceptance for each item are listed below.
 - item difficulty: 30-90%
 - item discrimination ratio: 25% and above
 - point biserial correlation coefficient: 0.15 and above
 - When an item is found to score below the ideal standards of acceptance one of four choices will be made.
 - give credit for more than once choice
 - nullify the assessment item (credit is given to all assessment takers)
 - delete the assessment item
 - take no action
8. Reviewing the assessment: each faculty member will explain how assessments will be reviewed and when grades will be posted after the assessment. This will be discussed in class and defined in the syllabus.

Approved by NFA 3/23/2017, revised 4/21/2021

TCU Nursing Policy on Student Travel with Agency Preceptors or Mentors

Some TCU Nursing courses place students in agency or community settings utilizing preceptors or mentors. There are situations when the nature of the student activities may require student travel to alternate locations.

TCU Nursing prohibits students riding in vehicles driven by agency preceptors or mentors.

TCU Nursing also prohibits students providing rides for preceptors, mentors, or clients.

Student Fees

* *subject to change*

In addition to tuition and University fees, nursing students are responsible for the following:

- Texas Board of Nursing Criminal Background Check \$50 (Texas BON background check fee is paid directly to screening agency prior to starting nursing)
- Dosage Assessment Package \$65
- Criminal Background Check approximately \$50 (upon entry or reentry to clinical sequence)
- Drug Screen \$50 (upon entry or reentry to clinical sequence)
- Clinical/lab fee \$170 for each clinical and each lab in which the student is enrolled per semester
- Liability insurance \$10 per semester when enrolled in clinical coursework
- Standardized assessments/Total assessment package \$210 per semester

Immunization and Documentation Required for All Nursing Students Enrolled in Clinical Courses

- Minimum requirements for immunizations required by hospital and community partners are listed below. Some agencies have additional requirements. Any additional requirements will be relayed to students.
- Each student **MUST PROVIDE COPIES** of all the below immunizations and documents **PRIOR** to initial enrollment in nursing courses.
- All documentation is due August 1 for fall semester and January 1 for spring semester.
- Students who are not in compliance will be administratively removed from all clinical courses. Students will not be able to re-enroll in the clinical courses until the requirements have been met. Reenrollment may result in a change of clinical sections. Missed clinical time will be counted as unexcused absences handled according to policies stated in each course manual.
- If a student has an extenuating circumstance which may impact the ability to obtain these vaccines, the student needs to discuss the situation with the Director, Undergraduate Nursing.
- For more information on immunizations, contact your healthcare provider, public health clinic or TCU student health center.

IMMUNIZATIONS	REQUIREMENTS
Tetanus/Diphtheria/Pertussis (Tdap)	Booster within 10 years
Measles, Mumps, Rubella (MMR)	All clinical students must document evidence of immunity to MMR. This requirement must be met by either of the following: <ol style="list-style-type: none"> 1. Persons born after January 1, 1957, must have two (2) doses since 12 months of age. The two (2) doses must be at least 30 days apart or <ol style="list-style-type: none"> 1. Positive MMR titer lab result.
Hepatitis B	All clinical students must document evidence of immunity to Hepatitis B. This requirement must be met by either of the following: <ol style="list-style-type: none"> 1. Documentation of completed vaccine series. or 2. Positive Hepatitis B titer lab results.

Varicella (chickenpox)	All clinical students must document evidence of immunity to varicella (chickenpox). This requirement must be met by either of the following: <ol style="list-style-type: none"> Documentation of varicella vaccine series. Immunization for adolescents and adults is a series of two doses. or Positive varicella titer lab results.
Seasonal Flu <ul style="list-style-type: none"> TBA each fall semester Jan.1 for spring semester 	Must have documentation of annual seasonal flu vaccine which includes the following information: (a) person receiving vaccine, (b) date of vaccine administration, (c) vaccine manufacturer and lot number, (d) name and title of vaccine administrator, (e) address of clinic/office where vaccine was received.
COVID-19 Vaccine	Some of TCU Nursing's clinical placements require students to be fully vaccinated against SARS-CoV-2. Students wanting to decline this vaccine need to contact the Director, Undergraduate Nursing.

DOCUMENTATION NEEDED	REQUIREMENTS
	CPR and TB skin test must not expire during the semester.
CPR healthcare provider certification	Current certification of American Heart Association: BLS Provider CPR certification must include a hands-on demonstration of skills
TB Skin Test, serum testing (annual renewal), or chest x-ray	Negative TST (TB skin test) results, negative QFT (serum testing), or Negative chest x-ray If necessary, chest x-rays are required every two years.

HEALTH INSURANCE	REQUIREMENTS
	All students enrolled in clinical courses must carry health insurance. Proof of health insurance for full time students (9 credit hours or more during fall or spring semesters) is monitored by the TCU Health Center. Students who are enrolled in fewer than 9 credit hours during fall or spring semesters must submit proof of health insurance to the TCU Nursing office prior to the beginning of each semester.

Revised 8/2023

Health Insurance Portability and Accountability Act (HIPAA) Student Policies

Access, Use, and Protection of Health Information obtained during the course of Clinical Education

- All students must sign a TCU Nursing Confidentiality Statement prior to accessing patient files in any agency used for clinical education.
- All student documents related to patient assignments (journals, care plans, papers, assignment sheets, etc.) must be protected to assure privacy of the patient(s) information by de-identifying the health information. Your course faculty will tell you the de-identification method to be used.

3. Students should maintain the de-identification of health information when communicating with faculty, one another, or any other entity through any means including electronic means.
4. Any documents submitted to faculty should contain no protected health information (PHI) or the information should be de-identified. For example: course papers, care plans, interview information, etc.
5. If protected health information is re-identified for any reason, it is deemed to be protected health information and is subject to the applicable privacy protections. The student is responsible for maintaining the security of the re-identified information.
6. Per the TCU-Clinical Agency Identity Verification Policy, only students wearing the approved TCU identification badge will be granted access to patient information by the clinical agency.
7. Student IDs are to be worn in a visible location on the uniform, street clothing, or scrubs when representing self as a TCU student nurse.
8. There should be no disclosure of PHI of patients by TCU Nursing students. A student should consult the course faculty if a student has a question about PHI related to disclosures required by law, disclosures for public health activities, disclosures about victims of abuse, neglect or domestic violence; law enforcement purposes, disclosures about decedents, disclosures for cadaver organ, eye, tissue donation, disclosures to avert a serious threat to health or safety, disclosures for specialized government functions, disclosures for workers' compensation.
9. If documents containing PHI are in use by students (for example, in the hospital unit, TCU Nursing computer lab, etc.) the document(s) must be shielded so others may not see the information. If the person using the documents leaves the room, the documents must not be left on top of the desk for others to see. Locking the documents in a secure file is recommended.
10. If faxing, copying or printing documents containing PHI it is the user's responsibility to assure protection of the PHI.
11. Documents containing PHI should only be shredded by the person authorized to have the PHI.

HIPAA Regulations and TCU Nursing Research and/or Professional Projects

1. Any student research or professional projects should maintain the protection of health information collected during the duration of the project by including no identifying patient information on project instruments. If a code is used to re-identify the participant information, the codebook must be maintained in a locked, secured file. If an informed consent document is signed, the documents should be maintained in a locked, secured file apart from any patient/subject information. Informed consent documents should be submitted to the TCU Nursing Administrative Office at the end of the project. The documents will be stored according to TCU Safeguards in Human Research guidelines.
2. In the event protected health information collected during a research project was disclosed, the student and the student's committee chairperson should report the disclosure to the TCU Nursing Privacy Official. The Privacy Official will determine if a disclosure of PHI was made for 50 or more individuals involved in a research project. If so, an accounting of the disclosure should include the following: a) name of research activity b) a description of the project in plain language including the purpose for the research and selection of criteria for the records c) a description of the type of PHI disclosed d) the date or period of time of the disclosure e) name, address and phone number of the sponsor of the research f) the name of the researcher to whom the PHI was disclosed g) a statement that the PHI of the individual may or may not have been disclosed during the research activity.

If there were fewer than 50 individuals involved in the research, the Privacy Official must provide an accounting for every disclosure of PHI for each individual whose PHI was disclosed.

In addition, if an individual involved in a research study of 50 or more individuals requests an accounting for the disclosure of PHI pertaining to the individual, the Privacy Official must make a reasonable attempt to satisfy this request.

HIPAA Privacy Official

1. The Associate Dean of Nursing & Nurse Anesthesia is the Privacy Official, but may delegate duties to others if so desired. the appointment is continuous and will transfer when and if a new Associate Dean is named.
2. The duties of the Privacy Official include: a) Maintaining program compliance with HIPAA regulations b) developing TCU Nursing policies and procedure related to HIPAA regulations c) maintaining documentation of complaints and sanctions d) overseeing HIPAA training program.
3. The chain of communication under the Associate Dean of Nursing & Nurse Anesthesia described for classroom and clinical courses is the same previously described. the student and faculty will discuss the privacy breach followed by notification of the Course Coordinator, Director, Undergraduate Nursing and the Associate Dean of Nursing & Nurse Anesthesia.

Required Training Regarding HIPAA Regulations and Policies for All TCU Nursing Students.

1. All TCU Nursing students enrolled in clinical courses for the first time will complete a training program regarding HIPAA regulations and policies during the first week of the academic semester. Each will be asked to sign a form indicating understanding of the TCU Nursing policies and procedures related to HIPAA and the TCU Nursing Confidentiality Statement.
2. If a breach in confidentiality occurs, the student will complete a retraining program as soon as possible following the incident.
3. All students will complete retraining within one month following a significant change in privacy practices.

Sanctions for Violating TCU nursing Policies and procedures related to HIPAA

1. A complaint regarding a breach in patient privacy may be brought to the Privacy Official with the assurance that no retaliatory measures will be taken against the person bringing the complaint.
2. The Privacy Official will document the complaints received and their disposition and maintain the document in a locked, secured file.
3. Students who violate the protection of health information are subject to sanctions, which may include, but are not limited to: unit or course grade reduction; failure of course; suspension from program.

Student Name Badge

The TCU Nursing name badge is to be worn in a visible location on the uniform, street clothing, or scrubs when representing yourself as a TCU student nurse. The name badge is not to be worn at any other time, such as during a work shift in a hospital setting.

Employment

Students may be employed on or off campus as opportunities are available and the course load and schedule permits. Work schedules should allow sufficient time for study. Students employed in clinical agencies may not wear the school uniform or name badge during such employment. The uniform worn during such employment should be the one required by the employing agency. Students who are employed in a clinical setting must not sign their names as nursing students.

Health Professions Learning Center (HPLC)

The HPLC in the nursing building is available to all nursing students to enhance independent learning and provide access to computers, audiovisual materials, and a practice lab for clinical skills. In the HPLC, the student may become an active participant in an environment that facilitates both individual and small group learning situations. In addition to this facility and other University resources, nursing student have access to other libraries located in the metroplex universities and various clinical facilities.

Student Nurses' Association

This organizational branch of the Texas Nursing Students' Association and the National Student Nurses' Association provides opportunities to participate in local, state, and national affairs. membership in the TCU Nursing chapter is voluntary. These organizations are dedicated to promote the role of the nursing student, the role of the nurse in the community, and the future of nursing. Meetings are held monthly and regional meetings can be attended each semester. Participation is strongly encouraged.

Sigma Theta Tau International

Since 1970, the Beta Alpha Chapter of the International Honor Society for Nursing, Sigma Theta Tau, has selected members on the basis of academic merit. Students will be notified by email of their selection and should respond in a timely manner.

Chi Eta Phi Sorority

Chi Eta Phi Sorority, Inc. is a national organization of registered professional nurses and nursing students. All undergraduate nursing students are eligible to apply. Members are actively engaged in events on campus and the community. The organization serves to develop nursing leaders, encourage continuing education, and serve the community.

Honors Program

Nursing majors who plan to pursue Departmental honors must be members of the Honors Program and are advised carefully for such achievement. TCU Nursing supports and encouraged participation in the Honors College.

Professional Behavior

The TCU Nursing major is expected to display professional behaviors that are conducive to the practice of professional nursing at all times. Professionalism is a concept that embraces conduct, attitudes, values, and standards relating to the practice of a professional. Professionalism in nursing can be witnessed in individual and collaborative practice and organizational participation. The nursing students are expected to incorporate into their behavior the TCU Student Code of Conduct and the policies and regulations as established by the following regulatory bodies:

1. American Nurses' Association (ANA) Code of Ethics for Nurses
2. Nurse Practice Act—Texas Statutes Regulating the Practice of Nursing (www.bon.state.tx.us)

Failure to meet these standards and maintain professional behaviors may result in a failing grade for the clinical course and/or dismissal from the program.

Professional Conduct Statement (*adapted from the Texas Administrative Code, Title 22, Part 11, Chapter 217, Rule 217.12 and the aforementioned documents*).

The faculty of TCU Nursing expects professional nursing students to conform to the standards of nursing practice as stated in the Texas Statutes Regulating the Practice of Professional Nursing (available on BON website). The term unprofessional conduct is described as any act, practice or omission that fails to conform to the accepted standards of the nursing profession.

Unprofessional conduct includes but is not limited to the following

1. Failing to assess and evaluate a patient's/client's status or failing to institute nursing intervention which might be required to stabilize a patient's/client's condition or prevent complications.
2. Knowingly or consistently failing to accurately or intelligibly report or document a patient's/client's symptoms, responses, progress, medications, and/or treatments.
3. Knowingly or consistently failing to make entries, destroying entries, and/or making false entries in records pertaining to the giving of narcotics, drugs, or nursing care.

4. Appropriating medications, supplies, equipment, or personal items of the patient/client or employer.
5. Failing to administer medications and/or treatments in a responsible manner.
6. Performing or attempting to perform nursing techniques and/or procedures in which the nursing student is unprepared, unsafe, and/or without appropriate supervision.
7. Violating the confidentiality of information or knowledge concerning the patient/client except where required by law.
8. To cause, suffer, permit, or allow physical or emotional injury to the patient/client or failing to report same in accordance with the incident reporting procedure in effect where the nurse is employed or working.
9. Leaving a nursing assignment without notifying appropriate personnel.
10. Failing to report to the Board or the appropriate authority in the organization in which the nurse is working, within a reasonable time of the occurrence, any violation or attempted violation of the Texas Nurse Practice Act or duly promulgated rules, regulations, or orders.
11. Expressly delegating nursing care functions or responsibilities to a person who lacks the ability or knowledge to perform the function or responsibility in question.

Unsafe Nursing Practice

Definition: Unsafe nursing practice is defined to include, but is not limited to, the following behaviors of a nursing student:

- Allowing own value system to interfere with client care/well-being.
- Demonstrating lack of acceptable or safe nursing judgment in performing nursing interventions.
- Engaging in activities for which the nursing student is not academically prepared or which exceed the nursing student's own limitations.
- Engaging in activities that do not fall within the realm of standardized nursing practice and endangers patients.
- Recording and/or reporting client-care data and/or nursing interventions inaccurately or fraudulently, or failing to record and/or report data.
- Appropriating medications, supplies, equipment, or personal items of the patient/client or employer.
- Endangering the welfare of the client. Examples of behaviors:
 1. Reporting to clinical under the influence of alcohol.
 2. Reporting to clinical under the influence of drugs or other substances that hamper proper functioning in their responsibilities.
 3. Reporting to clinical when physically or mentally unsafe to assume care whether due to sleep deprivation, infectious disease, extreme stress, or any other condition.
 4. Failing to administer medications and/or treatments in a responsible manner, which includes having adequate knowledge of the drug.
 5. Violating the confidentiality of information or knowledge concerning the patient/client except where required by law.
 6. Leaving a nursing assignment without notifying appropriate personnel.
 7. Failing to provide a safe environment.
- Failing to comply with institutional policies and procedures in implementing nursing care.

Code of Ethics for Nurses

1. The nurse practices with compassion and respect for the inherent dignity, worth, and unique attributes of every person.
2. The nurse's primary commitment is to the patient, whether an individual, family, group, community, or population.
3. The nurse promotes, advocates for, and protects the rights, health, and safety of the patient.
4. The nurse has authority, accountability, and responsibility for nursing practice; makes decisions; and takes action consistent with the obligation to promote health and to provide optimal care.
5. The nurse owes the same duties to self as to others, including the responsibility to promote health and safety, preserve wholeness of character and integrity, maintain competence, and continue personal and professional growth.
6. The nurse, through individual and collective effort, establishes, maintains, and improves the ethical environment of the work setting and conditions of employment that are conducive to safe, quality health care.
7. The nurse, in all roles and settings, advances the profession through research and scholarly inquiry, professional standards development, and the generation of both nursing and health policy.
8. The nurse collaborates with other health professionals and the public to protect human rights, promote health diplomacy, and reduce health disparities.
9. The profession of nursing, collectively through its professional organizations, must articulate nursing values, maintain the integrity of the profession, and integrate principles of social justice into nursing and health policy.

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Social Media Policy

Harris College of Nursing & Health Sciences (HCNHS) acknowledges that social networking sites are a popular means of communication. Students who choose to use these websites must be aware that posting certain information may expose the student to criminal and civil liability. Further, offenders may be subject to probation, suspension, and possible dismissal from HCNHS.

The following actions are prohibited by HCNHS and considered a violation of the TCU Code of Student Conduct.

1. You may not disclose the personal health information of other individuals. Removal of an individual's name does not alone constitute proper de-identification of protected health or personal identifying information. Inclusion of data such as age, gender, race, diagnosis, date of evaluation, or type of treatment or intervention provided may still allow the reader to recognize the identity of a specific individual.
2. You may not report private (protected) academic information of another student.
3. You may not present yourself as an official representative or spokesperson for HCNHS or TCU.
4. You may not represent yourself as another person, real or fictitious, or otherwise attempt to obscure your identity as a means to circumvent any prohibitions listed in the TCU Student Handbook (undergraduate or graduate, as appropriate).

Other violations of the HCNHS policy pertaining to use of social media would include but are not limited to:

1. Knowingly distributing false evidence, statements, or charges against another student or faculty/staff member.
2. Using electronic channels of communication to disseminate inappropriate or uncivil comments regarding peers, faculty or staff.
3. Verbal, written or electronic insults to, or verbal attacks on, TCU, HCNHS, clinical facilities, faculty, staff, or students.

4. Threats or acts of physical violence against TCU, HCNHS, clinical facilities, faculty, staff, or students.
5. Harassment, in any form, of TCU, HCNHS, clinical facilities, faculty, staff, or students.
6. Violating the confidentiality of a faculty committee by an elected student representative serving on that committee.

Approved Harris College Administrative Council 11.19.18

Bloodborne Pathogens Exposure

Any exposure to blood borne pathogens during clinical should be reported immediately to the faculty and the person in charge on the unit, and the individual(s) must follow that institution's policy regarding blood borne pathogen exposure.

1. If post-exposure procedures are not available to the involved individual, the student should go immediately to the nearest Concentra clinic on a walk-in basis. Locations are on their website at www.concentra.com
2. Student must immediately notify the faculty of any exposure no matter how small it might be.
3. Incident reports are to be completed by the faculty member and student(s) involved. The report should be delivered in person or via email to the nursing office within 24 hours of the incident.
4. The faculty member should notify the appropriate clinical coordinator as soon as possible after the occurrence.

Advising

The relationship between the student and their faculty advisor is a collaborative one focused not only on completing requirements for graduation but also mentoring students as they prepare to enter into the nursing profession. Students are assigned a nursing faculty advisor when they begin the first semester of nursing coursework.

What a Student Can Expect from an Advisor

1. Information concerning academic programs, requirements, policies, and procedures.
2. Assistance in exploring and clarifying life goals and career alternatives.
3. Assistance in exploring educational options and planning a coherent academic program, including choosing a major.
4. Assistance in selecting and scheduling of courses.
5. Assistance with various academic forms, including schedule changes, Academic Advisement Special Permission form, etc.
6. Assistance in reviewing the student's academic program each regular semester, matching the academic record with the applicable degree requirements.
7. Referral to the TCU Nursing – Nursing Academic Enhancement Program (ACE Program) to assist with financial, academic, assessment-taking skills, math difficulties, writing issues, career services, English as a second language, and personal or pastoral counseling when appropriate, to enhance academic, or personal performance in order to achieve success.
8. Confidentiality concerning all personal and private matters, in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974 (The Buckley Amendment).

What an Advisor Can Expect from The Student

1. Being knowledgeable about the academic program, including all applicable requirements and policies, and monitoring their own progress.

2. Accepting responsibility for choices and decisions and asking questions when information is needed.
3. Keeping advising appointments or calling to reschedule well in advance.
4. Seeking assistance as needed and providing timely notice and information concerning any academic problems.
5. Taking responsibility, accountability and follow thru with the recommendations made by the ACE Program. Keep advisor informed of progress in the ACE Program.
6. Giving advance consideration to a tentative schedule of classes each semester prior to the advising conference.

The student's advising file is considered part of his or her academic records protected by the Family Educational Rights and Privacy Act of 1974 (the Buckley Amendment). TCU's policy regarding this act can be found on the Registrar's Webpage at reg.tcu.edu/ferpa.asp. This act does exclude a student's right of access to personal notes that the adviser may have made during the advising sessions.

BSN Degree Requirements

TCU Harris College of Nursing & Health Sciences Bachelor of Science Degree in Nursing (BSN) Degree Requirements

TCU Nursing requires a minimum of a 2.5 cumulative GPA

Nursing Prerequisites

- Anatomy & Physiology I - BIOL 20204 (NSC)
- Anatomy & Physiology II - BIOL 20214
- Microbiology - BIOL 20234 (NSC)
- Elementary Statistics - MATH 10043 (MTH)
- Nutrition - NTDT 20403
- Human Development - NURS 10303 (SSC)
- Intro Psychology - PSYC 10213 (CA)
- Intro Sociology - SOCI 20213 (SSC)

*Prerequisite courses must be completed prior to beginning nursing coursework

*Grade of C or higher must be earned in all prerequisite courses

*Science courses must be a minimum of 4 credit hours, include an in-person lab, and be completed within 5 years of the program start date

TCU Core Curriculum

- English Composition I (WCO)
- English Composition II (WCO)
- Humanities (HUM)
- Literary Traditions (LT/HUM)
- Religious Traditions (RT/HUM)
- Historical Traditions (HT/SSC)
- Fine Arts (FAR)
- Oral Communication (OCO)

*The Core Curriculum courses must be completed prior to graduation

*TCU Core Requirements of Global Awareness (GA), Citizenship & Social Values (CSV), and Writing Emphasis (WEM) are completed through upper division nursing courses

*Students who transferred Intro to Psychology and Sociology to TCU must also complete a 3 credit hour Cultural Awareness (CA) course

revised 08/2022 lh/sr

BSN Degree Suggested Plan of Study

TCU Harris College of Nursing & Health Sciences Bachelor of Science Degree in Nursing (BSN) Suggested Plan of Study

First Year I	Credit Hours	First Year II	Credit Hours
BIOL 20204* Anatomy & Physiology (NSC)	4	BIOL 20214 Anatomy & Physiology	4
PSYC 10213 General Psychology (CA)	3	NTDT 20403 Nutrition	3
ENGL 10803 Introductory Composition (WCO)	3	SOCI 20213 Intro to Sociology (CA/SSC)	3
Oral Communication (OCO)	3	Historical Traditions (HT/SSC)	3
Fine Arts (FAR)	3	Humanities Elective (HUM)	3
Semester Hours	16	Semester Hours	16
Sophomore I	Credit Hours	Sophomore II	Credit Hours
BIOL 20234* Microbiology (NSC)	4	NURS 20043 Member of Profession	3
MATH 10043 Elementary Statistics (MTH)	3	NURS 20363 Pathophysiology	3
NURS 10303 Human Development (SSC)	3	NURS 20263 Health Assessment	3
ENGL 20803 Intermediate Composition (WCO)	3	NURS 20271 Health Assessment Lab	1
Religious Traditions/Humanities (RT/HUM)	3	Literary Traditions/Humanities (LT/HUM)	3
		Elective	2
Semester Hours	16	Semester Hours	15
Junior I	Credit Hours	Junior II	Credit Hours
NURS 30263 Foundations Nursing Care: Concepts	3	NURS 30563 Care of Adults with Health Alt. I: Concepts	3
NURS 30163 Pharmacotherapeutics	3	NURS 30582 Adults Health Alt. I: Clinical	2
NURS 30182 Foundations of Nursing Care: Clinical	2	NURS 30663 Behavioral Health Nursing: Concepts	3
NURS 30171 Foundations of Nursing Care: Lab	1	NURS 30682 Behavioral Health Nursing: Clinical	2
NURS 30243 Member of Healthcare (GA/SSC/WEM)	3	NURS 30671 Clinical Reasoning & Simulation I	1
Elective	3	NURS 30633 Member of Research & EBP (WEM)	3
Semester Hours	15	Semester Hours	14
Senior I	Credit Hours	Senior II	Credit Hours
NURS 40563 Care of Adults with Health Alt. II: Concepts	3	NURS 40763 Leadership in Nursing Practice: Concepts	3
NURS 40582 Adults Health Alt. II: Clinical	2	NURS 40863 Public Health Nursing: Concepts (CSV)	3
NURS 40663 Maternal, Child & Family Nursing: Concepts	3	NURS 40882 Public Health Nursing: Clinical	2
NURS 40682 Maternal, Child & Family Nursing: Clinical	2	NURS 40783 Transition into Practice: Clinical	3
NURS 40672 Clinical Reasoning & Simulation II	2	NURS 40871 Clinical Reasoning & Simulation III	1
Elective	3	NURS 40001** NCLEX Review	1
Semester Hours	15	Semester Hours	13
TOTAL HOURS			120

*BIOL 20204 & 20234 satisfy the TCU Core Curriculum requirement for Natural Sciences (NSC); applies to NURS-BSN only

**NURS 40001 is highly encouraged as it prepares students for the national licensure exam taken after graduation

Total Graduation Requirements – 120 semester hours: 63 Nursing, 57 Non-Nursing

Accelerated BSN Degree Plan of Study

TCU Harris College of Nursing & Health Sciences Bachelor of Science Degree in Nursing (BSN) Accelerated Program Suggested Plan of Study

The accelerated nursing program consists of 60 credit hours completed in 19 months.

SEMESTER 1 - SUMMER

NURS 20043 Professional Role I: Member of the Profession

NURS 20263 Health Assessment: Concepts

NURS 20271 Health Assessment: Lab

NURS 20363 Pathophysiology

Total Hours: 10

SEMESTER 2 - FALL

NURS 30163 Pharmacotherapeutics

NURS 30263 Foundation of Nursing Care: Concepts

NURS 30182 Foundation of Nursing Care: Clinical

NURS 30171 Foundation of Nursing Care: Lab

NURS 30243 Professional Role II: Healthcare Team (GA/SSC/WEM)

Total Hours: 12

SEMESTER 3 - SPRING

NURS 30563 Care of Adults with Health Alterations I: Concepts

NURS 30582 Adults with Health Alterations I: Clinical

NURS 30663 Behavioral Health Nursing: Concepts

NURS 30682 Behavioral Health Nursing: Clinical

NURS 30633 Professional Role III: Research & Evidence Based Practice (WEM)

NURS 30671 Clinical Reasoning and Simulation I

Total Hours: 14

SEMESTER 4 - SUMMER

NURS 40563 Care of Adults with Health Alterations II: Concepts

NURS 40582 Adults with Health Alterations II: Clinical

NURS 40663 Maternal, Child and Family Nursing: Concepts

NURS 40682 Maternal, Child and Family Nursing: Clinical

NURS 40672 Clinical Reasoning and Simulation II

Total Hours: 12

SEMESTER 5 - FALL

NURS 40763 Leadership in Nursing Practice: Concepts

NURS 40783 Transition into Practice: Clinical

NURS 40863 Public Health Nursing: Concepts (CSV)

NURS 40882 Public Health Nursing: Clinical

NURS 40871 Clinical Reasoning and Simulation III

Total Hours: 12

*All nursing students are highly encouraged to complete NURS 40001 - NCLEX Review (1 credit hour) in their final semester to prepare for the national licensure exam

*Transfer students are required to complete a Cultural Awareness (CA) course on top of nursing courses to fulfill TCU core requirements

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TEXAS CHRISTIAN UNIVERSITY – HARRIS COLLEGE OF NURSING & HEALTH SCIENCES
TCU NURSING

Progression in Nursing

This is a summary of important points regarding progression in the nursing degree program. It in no way is intended as a substitute for reading the TCU Nursing Undergraduate Student Handbook (<https://harriscollege.tcu.edu/nursing/resources/student-resources/>) and/or the TCU Undergraduate Catalog (<http://tcu.smartcatalogiq.com/current/undergraduate-catalog>). Students are expected to read and be familiar with all policies and documents pertinent to their degree and understand them fully.

- It is the student's responsibility to check their TCU email for correspondence from TCU Nursing about enrollment in courses and onboarding to clinical facilities.
- Changes in faculty, practicum facility availability or enrollment may require closing or rescheduling practicum or class sections. Specific sections, days or times cannot be guaranteed.
- Once students enter into clinical coursework, all nursing courses must be taken and re-taken at TCU. Clinical coursework begins the second semester of the program (Junior I semester).
- Credit earned through partner institutions do not count towards residency credit required for your degree.
- All practicum students who have successfully completed NURS 30163 Pharmacotherapeutics must pass a dosage calculation test at the beginning of each semester. See the TCU Nursing Undergraduate Handbook for details.
- A TCU cumulative grade point average (GPA) of 2.50 and a minimum of "C" grades in all nursing courses is required to remain enrolled nursing coursework. The TCU GPA will not be rounded (example: a 2.48 will not round to a 2.50). It is the student's responsibility to be familiar with the course syllabus which details requirements to receive a "C" or "Credit" in each course.
- Students who have a GPA below 2.5 at the end of any semester in the nursing program will be removed from nursing coursework until the GPA is above a 2.5. If a student's GPA is below 2.5 a second time while in the program, the student is at risk for being discontinued from the nursing major.
- Students who are unable to achieve or maintain a 2.5 GPA, or are not making consistent progress towards program completion will be discontinued from the major.
- A student earning a "C-", "D", "F" or "No Credit" in one nursing course will receive notification of having their "first unsuccessful course" in the nursing major. Students must repeat the course at TCU and achieve a minimum grade of "C" or "Credit" prior to progression into the next semester of courses.
- Students are discontinued from the major if grades of "C-", "D", "F", or "NC" are earned in two or more nursing courses (excluding NURS 10303 and nursing electives). This policy applies even when the grade of "C-", "D", "F" or "NC" has been replaced by a passing grade achieved by retaking a course.

- If a student has elected to file a grade appeal according to the TCU policy during a semester, the student may remain in coursework until the outcome of the appeal has been decided. <https://deanofstudents.tcu.edu/student-handbook/academic-policies/>
- Students may be discontinued from the nursing major when their academic, clinical, or ethical performance is determined to be inconsistent with professional responsibility and accountability and/or if the student is found in violation of the TCU Code of Conduct or Academic Code of Conduct. <https://deanofstudents.tcu.edu/student-handbook/academic-policies/>

I have read and have had opportunities for questions to be answered related to progressing through the nursing curriculum.

Printed Student Name

Student Signature

Date

TCU ID Number

Texas Board of Nursing

The mission of the Texas Board of Nursing is to protect and promote the welfare of the people of Texas by ensuring that each person holding a license as a nurse in the State of Texas is competent to practice safely. The Board fulfills its mission through the regulation of the practice of nursing and the approval of nursing education programs. This mission, derived from the Nursing Practice Act, supersedes the interest of any individual, the nursing profession or any special interest group.

As a nursing student and future registered nurse, it is your responsibility to be knowledgeable concerning the activities of the Texas Board of Nursing. The best way to obtain this knowledge is to consult the Texas Board of Nursing website at www.bon.state.tx.us

All topics found on the website are important. As a nursing student you should pay particular attention to the following topics:

- Good Professional Character
- Licensure of Persons with Criminal Convictions
- Criteria and Procedure Regarding Intemperate Use and Lack of Fitness in Eligibility and Disciplinary Matters
- Declaratory Order of Eligibility for Licensure Standards of Nursing Practice Unprofessional Conduct
- Criminal History Record Information for License Applicants License Application Examination
- Grounds for Disciplinary Action
- Disciplinary Authority of Board: Methods of Discipline Notice and Hearing

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