



UT PERMIAN BASIN

SCHOOL OF NURSING

Student Handbook | 2023-2024

DISCLAIMER: The student handbook is updated bi-annually and as needed for program policy and procedure changes. Students will be made aware of the changes and a signature page will be completed for verification of receipt. The electronic version replaces all print and posted copies and any syllabi that were inadvertently not updated.

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Administrative Offices Phone:

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Administration:

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Interim Nursing Program Chair

University of Texas System Mission

The mission of The University of Texas System is to improve the human condition in Texas, our nation and our world. The System will use its size, diversity, and quality to advance education, push the bounds of discovery, enhance population health, build stronger communities, and shape public policy for the common good. Producing high quality human capital with a sense of service and the ability to lead, we will pursue solutions to the problems of our state, our nation, and our world. We are a state university system with global impact.

University of Texas Permian Basin

Philosophy

It is the intent of the School of Nursing to prepare students who are caring, scholarly, imaginative, and diverse in their thinking and ethnicity, as well as culturally aware of their patients and the communities they live in and serve. We want students who are passionate about the art and science of nursing and who strive for excellence in patient care and scholarly pursuits. An important goal of the School of Nursing is to provide an environment where faculty are engaged in teaching and caring about the students, and where students care about each other, the faculty and staff, and their university.

Mission Statement

As a regional, comprehensive institution, The University of Texas Permian Basin serves a diverse community of students from the region, the state, and beyond. Through excellence in student-centered teaching, learning, research, and public service, the University cultivates engaged citizens and impacts lives while advancing technology and the public interests of West Texas.

Vision Statement

The University of Texas Permian Basin will be an innovative, responsive, university that thinks large and lives local. We will lead in advancing education, research, economic competitiveness, and cultural enrichment.

Values Statements:

Extra Mile Service starts with an attitude of “yes”, enables flexibility to go above and beyond, and is proactive in finding solutions.

Kindhearted means being nice, positive, friendly, and respectful; being generous with your gifts and talents; and investing in the success and well-being of others.

Integrity means doing right, even when no one else is looking; being forthright in your intentions, words, and actions; and being honest, honorable, and trustworthy.

Collaboration is a big tent mentality, being a partner who embraces and considers diverse perspectives and always being aware of and pursuing positive collective impact.

Innovation inspired by curiosity, adaptability, and responsiveness, embracing the wildcatter spirit to be the solution.

For further information, please visit the UTPB [Strategic Plan](#) webpage.

School of Nursing

Mission Statement

The School of Nursing's Bachelor of Science Nursing Program through diverse teaching, experiential learning, community service, and scientific inquiry creates a student-centered environment for the intellectual development of life-long learners, healthcare professional, and engaged citizens.

Vision Statement

The School of Nursing's Bachelor of Science Nursing Program will be an advanced and proactive educational program that inspires those who teach and those who learn. We will lead through mutual respect, cultural sensitivity, and a commitment to contribute to the health of individuals, families, communities, and the environment.

American Association of Colleges of Nursing (AACN)'s Statement

The Essentials: Core Competencies for Professional Education addressing the key stakeholders' recommendations and the Institute of Medicine's recommendations for the core knowledge required of all healthcare professionals. Concepts emphasized are: patient-centered care, inter- & intra-professional teams, evidenced-based practice, quality improvement, patient safety, informatics, clinical reasoning/critical thinking, genetics and genomics, cultural sensitivity, professionalism and practice across the lifespan and an ever-changing and complex environment.

The graduate is a generalist nurse who is prepared to practice with patients, including individuals, families, groups, communities, and populations across the lifespan and across the continuum of healthcare environments; understands and respects the variations of care, the increased complexity, and the increased use of healthcare resources inherent in caring for patients.

- Satisfaction with care (patient and nurse)
- Involvement with care
- Patient feeling of wellbeing
- Therapeutic culture

*Adapted from The Person-Centered Nursing Framework (McCormack & McCane 2006)
Revised May 16, 2019*

School of Nursing Program Outcomes

At the completion of the program of the School of Nursing (SON), the graduate will be able to:

1. Practice safe, holistic and effective person-centered care through the integration of evidenced-based practice to advance and maintain health, prevent disease, and promote healing. (Essential I, II) (DEC II, III) (QSEN I, III, IV, V)
2. Demonstrate clinical reasoning, critical thinking, and professional accountability in the delivery of person centered care within an ethical and legal framework. (Essential VII, IX) (DEC II, III) (QSEN I, V)
3. Apply knowledge, skills and attitudes of leadership in the management and delivery of safe, cost effective, and high-quality person-centered nursing care. (Essential I, V, VII, IX) (DEC III, IV) (QSEN I, III, IV)

4. Advocate for individuals, families, communities, and the healthcare profession by applying values within an ethical and culturally sensitive framework. (Essential II, III, VI, VII) (DEC II, III, IV) (QSEN II, VI)
5. Utilize informatics and quality improvement sciences in the provision of person-centered care through inter- and intra-professional collaboration and communication. (Essential V, VI, VIII) (DEC IV) (QSEN I, IV, VI)
6. Engage in collaborative professional nursing practice to improve population health outcomes across the lifespan along the healthcare continuum. (Essential III, IV, VIII, IX) (DEC I, II, IV) (QSEN I, II, III, VI)
7. Participate in domains of scientific inquiry in the promotion of individual, family, and community health through self-reflection and a commitment to life-long learning. (Essential I, IV, VIII, IX, X) (DEC II, III) (QSEN III, IV, VI)

Framework for the Nursing Curriculum

Person-Centered Nursing Framework:

The nursing curriculum is based on a person-centered nursing framework that centers on the following four foundational themes: Prerequisites; the Care Environment; Person-centered Process; and Outcomes. The overriding pillars for the UT Permian Basin nursing program are Caring; Scholarship; and Imagination.

It is believed by its authors (McCormack & McCane, 2006), that being person-centered requires the formation of a therapeutic relationship between professionals, patients, and significant others and that these relationships are built on mutual trust, understanding and sharing collective knowledge. The four major components of the model are:

- *Prerequisites:* Focus on the attributes of the nurse and include being professionally competent, having developed interpersonal skills, and being committed to the job, being able to demonstrate clarity of beliefs and values, and knowing self. Adjusted to these elements are the prerequisites academic courses that help nurses develop and discover knowledge of themselves and how that self-awareness impacts what they believe about the patient; provide skills for them to communicate and understand that the patient is central to all that takes place in the therapeutic relationship.
- *Care Environment:* Focuses on the context of where the care is provided; includes the culture of the environment, an appropriate mix of skills required by the patient and delivered by the nurse; systems that facilitate shared decision-making; sharing of power; creativity, innovation and imagination; and use of multiple sources of evidence to measure quality of care.
- *Person-centered Processes:* Focus on working with patient's beliefs and values; places value on what patients think about their lives and how they make sense of the world and what is happening to them during their illness or restoration to health. The nurse uses the prerequisite skills and courses in biology and social sciences to help keep patients safe and explain what patients seek to know about their condition.
- *Outcomes:* Focus on the expectations of the patient-centered relationship: satisfaction with care, involvement in care, feeling of well-being by the patient, and creating a therapeutic environment described as one in which decision-making is shared, collaborative staff relationships and innovative leadership and management of care. Adjusted to these qualities of the AACN Baccalaureate Essentials and the Board of Nursing Differentiated Competencies.

Prerequisites:

Nursing pre-requisite courses in physical and social sciences, humanities, and arts.

Inter-professional education and sharing

Nursing attributes: professional competencies; interpersonal communication skills; commitment to the patient; the job Beliefs and values

Commitment to self

The Caring Environment:

Nursing major courses and clinical opportunities

Appropriate skill mix

Shared decision making

Supportive faculty and learning resources

Supportive institutional and academic services

Supportive clinical systems, settings

Power sharing

Inter-professional Communication and collaborative interactions

Potential innovation and risk taking

Person-centered Process Based on Scholarship:

Application of research and evidence-based practice

Patient's perspective and view of health and illness

Patient's beliefs and cultural values

Patient's involvement with care

Shared decision making

Engaging family and significant others and resources as patient requests

Having sympathetic presence

Addressing physical, spiritual, and personal needs

Outcomes Based on Creativity and Imagination:

Application of clinical reasoning

Innovation

Problem solving

Inter-professional collaboration

Leadership

Patient advocacy

Professional advancement

Person-centered Care Pillars: Caring, Scholarship, and Imagination:

The overriding supporting pillars recognized by the School of Nursing are:

- **Caring** (caring for self, faculty, colleagues, family, patients, community, and the nursing profession)
- **Scholarship** (acquiring and using knowledge and science; life-long learning; evidence-based practice, research, scholarly engagement)
- **Imagination** (thinking beyond the ordinary for what is possible; sorting out ambiguity; seizing opportunity and responsibility that enhance patient care).

Accreditation

The University of Texas Permian Basin is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate and master degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of The University of Texas Permian Basin.

The baccalaureate degree in nursing program and the RN to BSN degree in nursing program at The University of Texas Permian Basin are accredited by the [Commission on Collegiate Nursing Education](#), 655 K Street, NW, Suite 750. Washington, DC 20001, (202) 887-6791.

Admission Criteria

Your application to the UT Permian Basin School of Nursing consists of two application processes:

Please Read Carefully

First: Apply to the University of Texas Permian Basin

Prior to applying to UT Permian Basin School of Nursing, you must apply and be admitted to The University of Texas Permian Basin. Once admitted, you will receive your Student Identification Number that begins with 8000. Once you declare your major as Nursing Intended (NURSINT); you may complete the steps to gain entry into the Nursing Program.

A student who is already enrolled at UT Permian Basin should declare their major to be Nursing Intended, and once the admission criteria is completed they may apply to the Nursing Program.

Second: Apply to the UT Permian Basin School of Nursing

After acceptance to UT Permian Basin, you then complete a separate application to the UT Permian Basin School of Nursing to seek admission to the Nursing program. Please note - Admission to UT Permian Basin does not guarantee admission to the Nursing program.

Required Criteria for Acceptance:

A. Overall cumulative college GPA 3.0 and a GPA of 2.5 must be maintained to continue in the program.

B. Grade of B or higher in Anatomy, Physiology and Microbiology courses. General Biology I & II and Chemistry I must have a grade of C or higher. All Science courses must be less than five years old at the time of application.

C. All other required pre-nursing courses completed to satisfy the UT Permian Basin Core curriculum must be completed with a grade of C or better.

****Applicants are allowed only two attempts to earn the required grade in Biology, Anatomy, Physiology, Chemistry, Microbiology, Lifespan Growth & Development, and Statistics.****

****If a student takes BIOL 3350/3151 Human Anatomy and the Lab at UTPB, they will be required to take BIOL 3352/3153 Human Physiology and Lab at UTPB.****

D. All prerequisites must be completed prior to admission to the nursing program (Junior Year, Semester 5).

E. Satisfactory score on TEAS test (Test of Essential Academic Skills, version 7)

- a. A minimum Reading and Math score of 75% is required and the Science score may/will be taken into consideration when being considered for admission.
- b. Test results must reach the Nursing Program office by the application deadline to be considered for admission. Scores must be less than two years old at the time of application.
- c. Official TEAS results must be received via email from ATI. Photocopied TEAS results will not be accepted.

****Applicants are allowed only two attempts per application period to earn the required minimum scores in Reading and Math. Applicants must wait a minimum of 14 days between attempts. Scores from multiple attempts will not be pieced together nor will single scores be evaluated.****

F. An official transcript from every College or University you have attended will need to be submitted to the UTPB Admissions Department.

G. Pathophysiology and Theoretical and Evidence Base Practice are nursing (NURS) courses that are part of the sequence of courses and must be taken at UTPB.

H. The statistics requirement may only be satisfied with PSYC 3301 Introductory Statistics.

Conditional Admission and Continued Progression:

Upon admission into the School of Nursing, the faculty is committed to the student's success in fulfillment of the Nursing Program. Students who are unsuccessful in their coursework (*i.e. course failure*), in both clinical and didactic courses, will require a determination by the Progression Committee to determine whether the student needs to: Repeat the course, Drop from the nursing major and/or Dis-enroll from the nursing courses (*Students may repeat a nursing course one time and cannot fail more than two different courses from the time of admission*). Students eligible to repeat a failed course will require a plan for success determined by the faculty to be successfully completed by the student. Subsequently, to progress in the Nursing Program, the student will complete, any incomplete courses, satisfy all prior coursework. If a student is withdrawn from the Nursing Program, a degree plan for success will be determined by a nursing advisor and the Academic Advising Department. During this time, the student will meet with the recommended advisors to evaluate the best course to take in order to complete the new degree plan. If the student is removed from the Nursing Program, yet wishes to pursue nursing, the student must wait one (1) year to re-apply and meet all admission criteria at the time of re-application. Upon having met the requirements, the student may be eligible for re-admission.

Applicants who accept their position in the BSN program on two occasions and do not start the program will be ineligible for program consideration for two application periods (one year).

Rigorous study is required to succeed in the nursing program. Multiple hours are required beyond the classroom periods and clinical experiences. Students must be willing to accept this as a condition of succeeding in the program.

Selection Factors:

In addition to the minimum admission requirements, the following factors may also be considered:

- Public/community service, for example volunteer activities in health-related areas.
- Extracurricular activities.
- Awards and honors for academic achievement, leadership, and community service.
- Communication skills, including bilingual ability.
- Awareness and direct knowledge of cultural elements as they may impact health care.
- Applicant's goals for the future.

- Academic histories and GPAs, with special consideration to the following: 12 or more credit hours in science courses with a B in each course completed at UT Permian Basin
 - the number of course hours successfully carried each semester,
 - the number of course failures and the dates of those failures,
 - the types of courses failed,
 - the number of times a course was repeated,
 - the number of withdrawals in comparison to hours enrolled, and
 - the number of withdrawal repetitions and the dates of those withdrawals.

The University may consider any or all of the following factors in making admissions and competitive scholarship decisions:

- socioeconomic background while in undergraduate school;
- an applicant’s academic record as a high school student and undergraduate student;
- if an applicant would be the first of his/her family to graduate from a graduate or professional program.

Admission Status:

The Baccalaureate Admission Committee will begin review of each application as it is completed. Generally, students are notified of their admission status by the Nursing Program after all applications have been reviewed.

Criminal Background Check:

All nursing students are required to submit a criminal background check before enrolling in the School of Nursing. Information about the process is available at the Texas Board of Nursing website at <http://www.bon.state.tx.us/>. Because the process is fairly complex and must be finalized before starting the program, please be sure to start the process as soon as possible. For compliance purposes a copy of the response that you receive from the Texas Board of Nursing must be submitted with your Nursing Application.

Students who do not receive a clear background check from the BON must pursue the Declaratory Order process with the BON to confirm Eligibility for licensure.

Results of the Declaratory Order must be submitted to the School of Nursing. **The Declaratory Order process permits the Board to make decisions regarding an applicant's eligibility for licensure prior to entering or completing a nursing program.**

In addition, some clinical agencies require background checks to meet their corporate policies.

Texas Board of Nursing Declaratory Order Questions

If you answered “YES” to any of the questions listed below, you will need to start the Declaratory Order process immediately. (www.bon.state.tx.us/olv/pdfs/DOapp.pdf).

[] No [] Yes

- 1) For any criminal offense, including those pending appeal, have you:

- i Been convicted of a misdemeanor?
- ii Been convicted of a felony?
- iii Pled nolo contendere, no contest, or guilty?
- iv Received deferred adjudication?
- v Been placed on community supervision or court-ordered probation, whether or not adjudicated guilty?
- vi Been sentenced to serve jail or prison time? Court-ordered confinement?
- vii Been granted pre-trial diversion?
- viii Been arrested or have any pending criminal charges?
- ix Been cited or charged with any violation of the law?
- x Been subject of a court-martial; Article 15 violation; or received any form of military judgment punishment/action?

(You may only exclude Class C misdemeanor traffic violations.)

NOTE: Expunged and Sealed Offenses

While expunged or sealed offenses, arrests, tickets, or citations need not be disclosed, it is your responsibility to ensure the offense, arrest, ticket or citation has, in fact, been expunged or sealed. It is recommended that you submit a copy of the Court Order expunging or sealing the record in question to our office with your application. Failure to reveal an offense, arrest, ticket, or citation that is not in fact expunged or sealed, will at a minimum, subject your license to a disciplinary fine. Nondisclosure of relevant offenses raises questions related to truthfulness and character.

NOTE: Orders of Non-Disclosure

Pursuant to Tex. Gov't Code § 552.142(b), if you have criminal matters that are the subject of an order of non-disclosure you are not required to reveal those criminal matters on this form. However, a criminal matter that is the subject of an order of non-disclosure may become a character and fitness issue. Pursuant to other sections of the Gov't Code chapter 411, the Texas Nursing Board is entitled to access criminal history record information that is the subject of an order of non-disclosure. If the Board discovers a criminal matter that is the subject of an order of non-disclosure, even if you properly did not reveal that matter, the Board may require you to provide information about any conduct that raises issues of character.

- 2) **No** **Yes** Are you currently the target or subject of a grand jury or governmental agency investigation?
- 3) **No** **Yes** Has **any** licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a professional license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you?

- 4) No Yes *Within the past five (5) years have you been addicted to and/or treated for the use of alcohol or any other drug?
- 5) No Yes *Within the past five (5) years have you been diagnosed with, treated, or hospitalized for schizophrenia and/or psychotic disorder, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder?

If “YES” indicate the condition:

- schizophrenia and/or psychotic disorders,
 bipolar disorder,
 paranoid personality disorder,
 antisocial personality disorder,
 borderline personality disorder.

* Pursuant to Occupations Code §301.207, information regarding a person’s diagnosis or treatment for a physical condition, mental condition, or chemical dependency is confidential to the same extent that information collected as part of an investigation is confidential under the Occupations Code §301.466. *If you are licensed as an LVN in the State of Texas and are currently participating in the Texas Peer Assistance Program for Nurses you may answer “NO” to questions #4 and #5.”*

Required Immunization Status:

Students applying for admission to the UT Permian Basin School of Nursing must be immunized and provide information reflecting immunization against the following:

Bacterial Meningitis	If you are under the age of 30, are a new student, and/or you were not enrolled at UTPB prior to the effective date of January 01, 2012, you will be required to show evidence of bacterial meningitis vaccination
Hepatitis B	Documentation of 3 Hep B immunizations OR Surface Antibody titer (Anti-HBs, HBsAB) lab report showing immunity
Measles, Mumps, Rubella (MMR)	Documentation of 2 MMR immunizations, if born after January 1957. OR Quantitative titer lab report showing positive/immune result to each of the 3 diseases
Varicella	Documentation of 2 Varicella immunizations OR Quantitative titer lab report showing positive/immune result
Tetanus, Diphtheria, Acellular Pertussis (Tdap)	1 dose of Tdap within the past 10 years. Followed by a Td/Tdap booster every 10 years.
Influenza (Flu) *	Annual flu vaccination provided in Fall/Winter each year (October 1st)
Tuberculosis Testing *	Proof of annual PPD (within the past 90 days) OR Quantiferon or T-Spot blood test (within the past 90 days) IF Positive result, chest x-ray must be obtained, indicating a normal (negative) result. A yearly documented Tb assessment, and a normal (negative) chest x-ray every 2 years thereafter. IF

	Prior Hx of positive result, proof of positive result and proof of a chest x-ray (within the past 180 days), indicating a normal (negative) result is required. A yearly documented Tb assessment, and a normal (negative) chest x-ray every 2 years thereafter.
COVID-19 Vaccine **	Not required at this time (subject to change based on community risk level).

* Required annually

** Not required by UTPB but some clinical facilities may require the vaccine. Students may not attend clinicals if the clinical facility requirements are not met.

ACCEPTABLE DOCUMENTATION

Acceptable documentation of titers includes ONE of the following:

- A lab report including student name and date of test showing the disease tested for antibodies, the interpretation and the reference ranges.
- Hospital Employee Health record showing date and result of titer.

Acceptable documentation of immunizations includes ONE of the following:

- A completed immunization form that is signed by your health care provider.
- Documentation of vaccines administered that includes the signature or stamp of the physician or his/her designee, or public health personnel.
- An official immunization record generated from a state or local health authority, such as a county health department.

Acceptable documentation of exemptions/declination of immunizations includes the following:

- Documentation that includes the signature or stamp of the physician or his/her designee, or public health personnel indicating the reason for exemption/declination.
- Completion of forms required by UTPB SON and/or its' clinical affiliates.

Please Note:

- You must submit a copy of the laboratory report on all titers.
- We recommend that students keep a personal copy of their immunizations and titers for future needs.
- Healthcare Providers may not be aware of the requirements for student nurses. Approval can be secured by sending your documents for review to nursingadmissions@utpb.edu. In your email please include your student ID number and when you are planning to start the program.
- Students working in healthcare should note that requirements for employees often differ from requirements for student nurses.
- Regarding the COVID-19 vaccine, the Centers for Disease Control and Prevention (CDC) recommends the following:
 - TB blood and skin tests should be delayed for four weeks after the second mRNA COVID-19 vaccine. However, these tests may be performed at any time before the first COVID-19 vaccine is administered.
 - No other vaccines should be administered for two weeks before or after either dose of the mRNA COVID-19 vaccine series.

All immunizations must be good for the entire semester.

This means that your TB and/or Tdap may not expire before May for a Spring semester, and December for a Fall semester.

Measles, Mumps and Rubella (MMR) Guidelines:

The Advisory Committee on Immunization Practices (ACIP) recommends routine MMR vaccination for the following groups of people:

- all children, beginning at age 12-15 months.
- adults born in 1957 or later without documentation of vaccination.
- healthcare workers, who lack evidence of immunity, regardless of age.
- non-pregnant women of childbearing age without evidence of immunity to Rubella
- ACIP recommends a second dose of MMR for any adult born during 1957 or later who:
 - is a student in a post-secondary educational institution.
 - is a healthcare worker.
 - plans to travel internationally.
- Additional information on MMR Guidelines can be found on the [Immunization Action Coalition](#) website.

As mandated by Texas Administrative code, TITLE 25, PART 1, CHAPTER 97, SUBCHAPTER B, Rule § 97.64 Required Vaccinations for Students Enrolled in Health related and Veterinary Courses in Institutions of Higher Learning; students must have all required vaccinations in order to be enrolled and stay enrolled in a health-related course at institutions of higher education.

The School of Nursing follows policies set forth by hospital affiliates regarding immunizations, or test results and the ability of a student to attend class and/or clinical.

Students are required to be certified in Health Care Provider CPR from the American Heart Association. A copy of both sides of the card is required. The certification expires after 2 years. All students will be required to complete the CPR course either during student orientation or during the first clinical course (Fundamentals).

If previously enrolled in a nursing program, documentation of continued eligibility for that program must be provided. Admission of nursing students transferring from another nursing program will be determined on a case-by-case basis.

UT Permian Basin nursing students completing hospital rounds and clinical visits during coursework are required to have continuous medical insurance policy compliant with the federal Patient Protection and Affordable Care Act (PPACA).

Students are required to have their Blue Card from the Texas Board of Nursing prior to orientation. If students do not have a blue card then admission will be deferred until the next semester, and the student must meet current admission requirements and re-apply. Admission will be contingent on space available and student's standing.

Nursing Insurance Requirements

Every nursing student is required by UT System to have health insurance.

The **UT Student Health Insurance Plan** (UT SHIP) meets the requirements. Enrollment in UT SHIP is automatic each semester and the insurance premium is automatically charged to your tuition and fee account when you register for classes. No action is required to be enrolled in UT SHIP except to ensure that your contact email and mailing address are always current in MyUTPB.

The UT System has established criteria by which a nursing student can request a waiver to the student health insurance plan by providing alternate health insurance coverage. To be approved for a waiver, your alternate health coverage must meet or exceed the requirements as set in the System regulation and be PPACA compliant. Please note that you must request a waiver each semester, regardless of showing proof of coverage for the full academic year.

An insurance letter detailing this information about UT SHIP requirements will be sent to your UTPB email each semester.

Please note that you must request a waiver EACH semester, regardless of showing proof of coverage for the full academic year.

In order to be approved for a waiver, your alternate health coverage must meet or exceed the requirements as set in the System regulation and be PPACA compliant. To verify that your insurance meets the requirements, you must submit your personal health insurance to show proof of adequate coverage. This is referred to as the "waiver process" because you are showing proof of insurance to "waive" purchasing the UT SHIP.

If you have your own insurance, you must complete the waiver process by showing proof of adequate coverage that covers you throughout the entire semester. You MUST complete your waiver on, or before, the deadline. The deadline will be included in the detailed insurance letter you will receive each semester. Failure to successfully complete the waiver process on or before the deadline, will result in your student account being charged for the UT SHIP which approximately costs \$1,300 a semester.

The mandatory coverage periods: August 15, 2023 to August 14, 2024.

The Waiver Process happens EACH semester a student is enrolled at UT Permian Basin School of Nursing. Therefore, if you have your own insurance, you must fill out the waiver EACH semester or you will be charged the nursing student insurance fee.

Urine Drug Screen

Healthcare providers, including nurses, are entrusted with the health, safety, and welfare of patients. We provide services that require quick and focused judgment and critical thinking, with clarity in thought. All clinical institutions must assure compliance with Joint Commission on Accreditation of Healthcare Organizations (JACHO) standard, including employees and students in the arena to be free from the influence of drugs. Further, responsibilities and standards in nursing practice are guided by the Texas Board of Nursing, national accreditation guidelines, and clinical agencies with whom the university holds contractual agreements. Nurses are held to a very high standard of care, integrity, and competency in order to provide responsible, safe care.

- All students conditionally accepted for admission/readmission into the BSN program will be required to undergo drug screening numerous times during their academic program of study. The screening will be done at the lab identified by the program and the cost will be paid by the student. The results will be submitted to the School of Nursing in a sealed envelope with a lab employee's signature on the seal. The student will hand deliver the envelope directly from the lab to the Clinical Coordinator at the School of Nursing.
- Failure to submit to drug testing will result in forfeiture of their admission into the program. Any conditionally admitted student whose drug screen is positive will forfeit their admission into the program. Positive results are kept confidential and will be shared with the program director or on site coordinator and Clinical Coordinator.

- Students in the program may be required to complete additional drug/alcohol screening required by the specific clinical agency, at the student’s cost. Failure to comply with a clinical agency request for drug screening will result in dismissal from the site, and from course and program.
- Students taking prescription or over the counter medications are required to fill out a Student Medication List along with a faculty member and must have proof of prescription, and the list placed on file at the School of Nursing prior to drug screen initiation.
- If a student is arrested for any drug/alcohol offense while in the nursing program, they will be immediately withdrawn from the program and must go through the Declaratory Order process with the Texas Board of Nursing before the student can continue in the program. Once the student is cleared by the Texas Board of Nursing, the student may request readmission to the program. The request for readmission will go before the Admissions/Academic Standards /Progression Committee for a final decision.
- All students enrolled in the program will be subject to random and for cause drug screening throughout their tenure in the program.
- Any time there is a complaint or report of a student suspected of being impaired, the student will be required to undergo drug testing. Should a student refuse to be tested or delay testing beyond the time frame requested by the School of Nursing this will be considered a positive screen and will result in immediate withdrawal from the nursing program. A drug screen which shows the presence of an adulterant will be considered a positive screen.
- Positive results on students admitted in the program require additional research that will be conducted by the School of Nursing and will require the donor (student) to be contacted to provide a prescription. Students must provide documentation within the time frame of 24 hours. Students with positive results that do not have a medically verifiable reason will be dismissed from the program. If there is a medically verified reason for the positive result, the result will be changed to “negative.”
- The cost for drug testing will be the responsibility of the student.

Drug Testing Procedure:

1. All students will be required to complete a 12-panel drug screening. The 12-panel includes: *[below is 12 plus alcohol]*
 - Amphetamines
 - Barbiturates
 - Benzodiazepines
 - Cocaine
 - Methaqualone
 - Methadone
 - Methylenedioxymethamphetamine (Ecstasy)
 - Opiates (Codeine, Morphine, Heroin, etc.)
 - Oxycodone
 - Phencyclidine (PCP)
 - Propoxyphene (PPX)
 - Tetrahydrocannabinol (THC)
 - If a student is suspected of a positive alcohol (ETOH) level the student will be sent for testing at the student’s expense.
2. The School of Nursing will provide an institutional sheet for completing the drug screen.
3. Students are responsible for the cost of the drug screen, paid to the laboratory. Collection of the specimen is done at the specific lab (Drug Screen Compliance). The lab is to provide results in a sealed

envelope with a lab employee's signature on the seal, to the student and the student delivers the envelope to the Nursing Clinical Coordinator at the School of Nursing.

Drug Screen Results:

Laboratory results are evaluated by the Nursing Clinical Coordinator and the Director of the program in the School of Nursing. The following are the usual categories for results.

- **Negative**
Student has not been found with any level of drugs that will preclude them from continuing to the clinical observation, rotation, practicum, or placement. Students may proceed within their respective program courses.

- **Negative or Positive Dilute: Inconclusive results**
A urine specimen with creatinine and specific gravity values that are lower than expected for human urine: (DOT). The urine has more water or fluid than normal. The donor may have been well hydrated at the time of testing. A dilute positive or negative result is possible. If the sample was dilute to the point where the lab couldn't receive a result, then the test would be cancelled. The student must retest, and incur the cost of retesting, within 48 hours.

- **Positive**
Positive results on students admitted in the program may require additional research that will be conducted by the School of Nursing and will require the donor (student) to be contacted to provide a prescription. Students must provide documentation within the time frame of 24 hours. Students with positive results that do not have a medically verifiable reason will be dismissed from the program. If there is a medically verified reason for the positive result, the result will be changed to "negative."

Next Steps:

Incoming and continuing students with

- Negative tests may proceed with program of study.
- Inconclusive test results, must retest, at student expense within 48 hours.
- Incoming student positive test results will result in removal from the program. Continuing students will be evaluated for consequences; if additional testing is required, it will be at student expense.

Consequences:

For positive tests on current clinical students, the policy recommended consequences will occur, including, but not be limited to the following:

- A. Allow student to retest.
- B. May be dismissed from courses, clinical rotations, and/or school for a period of time.
- C. Failure to complete a second drug test will be grounds to be permanently dismissed from the School of Nursing Programs.
- D. A second positive drug test will be grounds for permanent dismissal from the School of Nursing programs.
- E. Be dismissed from School of Nursing permanently.
- F. A referral for substance abuse counseling can be made but will have no impact on the decision to permanently remove the student from the School of Nursing.

Any student who has been out of the program for a semester or longer will be required to drug test prior to starting clinical.

BON Sec. 301.452.

Grounds for Disciplinary Action. (a) In this section, “intemperate use” includes practicing nursing or being on duty or on call while under the influence of alcohol or drugs.

Instructions will be given to students as to when Drug Screens will be completed.

Graduation Requirements

- To be eligible for graduation, a student must have attained a minimum 3.0 Cumulative Grade Point Average (CGPA) in the baccalaureate degree plan and a minimum Grade Point Average (GPA) of 2.5 in the Nursing Major.
- A candidate must successfully complete the prescribed curriculum and must meet all other requirements of the University and the College of Nursing.
- Eligible undergraduate degree candidates must submit a graduation application to the Office of Student Affairs.
- The Office of Student Affairs will review and forward all approved graduation applications to Registration & Records for processing.
- Registration & Records will post applicable charges to the students’ accounts.

Orientation Attendance

Orientation attendance for student entering the BSN program is mandatory. Students will be informed of the dates for orientation in their acceptance letter. The student’s acceptance offer will be rescinded if the students do not attend orientation in its entirety.

Academic Policies and Procedures:

Advising and Registration:

Advising is required before any student is permitted to register for courses. Nursing advising is conducted in the UT Permian Basin Academic Advising Center. It is the student’s responsibility to take courses that are listed in the degree plan and the BSN Course Map must be followed as closely as possible the first four semesters and exactly as written semesters five (5) through eight (8). The student and their advisor are responsible for keeping the School of Nursing informed of any changes in course schedules. All courses must be completed to graduate from the University and take the NCLEX-RN Exam.

Grading:

Scale

A	90-100
B	80-89
C	75-79
D	60-74
F	59 & below

- A grade of C or better is required for each nursing course.
- In order to successfully complete each course, all assignments must be completed and turned in.
- Grades will not be rounded
- Extra credit or bonus points will not be awarded per the Texas Board of Nursing.

Scholarship Opportunities:

Nursing Students must submit their scholarship applications no later than the date set by the Scholarship Review Committee to have their application reviewed. Once the committee has reviewed the applications and presented recommendations to the Nursing Program Director the scholarship recipients will be notified by the School of Nursing Via email.

It is proper etiquette to send a “Thank you” letter to the scholarship donor within ten (10) business days from the day the email was sent. This letter should also be submitted to the Nursing Program within ten (10) days.

Student Employment:

The UTPB School of Nursing is a rigorous and time-consuming program. Students must carefully evaluate their personal and employment commitments to maximize their potential for success.

The School of Nursing assumes no responsibility for students employed in a healthcare agency. A student is personally responsible and liable for any activities conducted while employed. Supervision by a professional licensed nurse does not provide protection to the student or make the student’s actions legal. Professional liability insurance purchased by a student is valid in the student role, but not in the employment role (check individual policies). An individual who practices nursing illegally may jeopardize his/her future as a licensed professional. A student employed with an agency has the responsibility, personally and professionally, to engage in only those activities which fall within the job description for non-professional workers and has a responsibility to refuse to participate in activities which he or she has not been legally licensed to perform.

Service Learning:

As a key component of the education process, the School of Nursing recognizes the need for students to participate in service learning. Service learning is attributed to experiential learning, community betterment and self-reflection. As a contribution to the University and the community, all students will be required to complete a minimum of four (4) hours of service learning each semester. The service-learning opportunity must be approved by the course faculty and should include 2-3 student designed objectives. The service-learning opportunity may be separated into two separate experiences, but both should have a public focus, which can include a broad array of experiences.

Student Nursing Association:

All enrolled students are eligible for membership in the Nursing Student Organization, an affiliate of the Texas Nursing Students' Association and the National Student Nurses' Association, The UTPB Chapter’s goals are consistent with those of the National Student Nurses’ Association. Its purpose is to aid in the development of the individual student, the profession of Nursing, and the delivery of health care to all people.

Sigma Theta Tau:

The purposes of Sigma Theta Tau are to recognize the achievement of scholarship of superior quality, to recognize the development of leadership qualities, to foster high professional standards, to encourage creative work, and to strengthen commitment on the part of individuals to the ideas and purposes of the profession of nursing. Each year invitations to membership are extended to select students in either the

undergraduate or graduate program who are within the upper one-third of their graduating class and who have a minimum 3.00 GPA.

Financial Aid:

The Office of Student Financial Aid assists qualified students in meeting the costs of college education. No person is excluded from participating based on race, color, national origin, sex, age, veteran status, disability, or sexual orientation.

Counseling and Psychological Services:

UTPB provides students, faculty, and staff a safe, vibrant, and healthy environment where wellness and well-being are supported and encouraged. Your health is your foundation and is critical to your success at UTPB and your enjoyment of life in general. From basic healthcare to counseling and tobacco cessation, we are here to support your wellness journey. [Health and Wellness link](#).

Undergraduate Catalog:

The [University Undergraduate Catalog](#) is available online. It contains helpful information, course descriptions, program information, admission requirements, etc.

University Guidelines

Regulations and procedures governing student life are outlined in the University Catalog. All students are responsible for knowledge of and compliance with these regulations.

At the time of registration and throughout enrollment in the School of Nursing, it is the student's responsibility to provide the School of Nursing with a current and correct (1) local address, and (2) telephone number. It is the student's responsibility to be informed of general and special notices including examination schedules and to make arrangements for the completion of all work including make-up examinations and requirements for removal of conditional and incomplete grades. Students are responsible for the University email issued on Canvas.

Nursing is a physically and mentally challenging profession. Nurses are required to think critically and quickly to respond to patient care needs. Nurses are also expected to be able to assist patients in transfer, ambulation and in activities of daily living. In order to do this, nurses must be able to lift, bend and be on their feet for extended periods of time (*Please see Technical Standards below and attached policy*). Students seeking application to the School of Nursing at The University of Texas Permian Basin, who may have limitations in any of the listed abilities, are advised to discuss these matters with the Office of Disabled Students to determine if "reasonable accommodations" could be provided. This must be done prior to choosing nursing as a major.

It is the responsibility of the student to inform the School of Nursing, Program Chair, and course and semester lead of any limitations they may have in completing course expectations. Written guidelines related to accommodations from the office of Disabled Students must be submitted to the School of Nursing, and course manager prior to the start of the course.

Accommodation for Students with Disabilities:

Students with Disabilities: The University of Texas Permian Basin in compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act provides "reasonable accommodations" to students with disabilities. Only those students, who an instructor has received an official Letter of Accommodation (LOA) sent by the Office of ADA for Students, will be provided ADA academic accommodations.

ADA Officer for Students: Mrs. Charmae Peel
Address: Mesa Building 4242/4901 E. University, Odessa, Texas 79762
Voice Telephone: 432-552-3395
Email: ada@utpb.edu

For the accessibility and privacy statements of external tools used within courses, go to [Accessibility and Privacy Statements](#).

Technical Standards:

The School of Nursing wishes to inform prospective students of the general nature of standard qualifications at or prior to admission into the nursing program. The following information is provided to enable applicants and accepted students to informally assess their own capabilities for nursing prior to entering the program.

These standards of performance are congruent with the Texas Board of Nursing expectations for a registered nurse. The use of trained agents is not permissible, due to the candidate’s judgement would be facilitated by someone else’s power of observation and reasoning, and the facilitator may infringe on the patient’s HIPPA rights. Only applicants and students with disabilities covered by the ADA may be granted special accommodations in nursing classrooms, laboratory, and clinical settings. An individual must be able to independently, with or without reasonable accommodation, meet the following technical standards of general abilities and those specifically of (1) observation; (2) communication; (3) motor; (4) intellectual, conceptual, and quantitative abilities; (5) essential behavioral and social attributes; and (6) ability to manage stressful situations. Below list the technical standards for nursing students and nurses and a description and examples of each. Individuals unable to meet these technical standards, with or without reasonable accommodation, will not be able to complete the program and are counseled to pursue alternate careers.

Technical Standard	Description	Examples
Tactile/Touch	Ability to perceive by feeling and touching	The ability to palpate and percuss functions of the physical examination, finger dexterity to perform skills such as insertion of a catheter, ability to perceive object size, shape, temperature, or texture. Ability to feel pain.
Vision/Observation	The ability to visualize adequately to observe and assess situations in nursing.	The ability to visualize a patient enabling assessment and observation of responses to treatments and nonverbal communication; ability to distinguish colors to identify and interpret changes in patient skin tone and diagnostic testing, ability to discriminate depth, ability to read small print such as that on medication vials.
Communicate	Ability to communicate using written and verbal forms as well as understand others	The ability to write assessments and document plan of care as well as initiate verbal and written patient teaching, provide and receive an SBAR report, interpret nurses’ notes, physician orders, and document nursing actions and the patient response. Respond and react immediately to verbal instruction and request.

Interpersonal	Ability to conduct oneself in a professional manor	The ability to establish a proper nurse patient relationship and maintain professionalism with patients, families, students, faculty and colleagues.
Motor Skills	Gross and fine motor skills to appropriately provide safe and effective nursing care	The ability to lift, carry, push, and pull are required. The physical ability to lift and transfer 50 pounds and lift and carry objects up to 25 pounds. Able to bend or stoop 2 inches from the floor and able to reach overhead to retrieve or place items on shelves. Ability to use hands, wrist, and arms to physically apply 10 pounds of pressure while standing or kneeling in the performance of procedures such as controlling bleeding or performing CPR, able to perform sustain repetitive movements such as full range of motion on patients.
Thinking Critically and Problem-solving	Ability to implement clinical judgement with critical thinking and problem-solving	Able to handle multiple task and problem solve simultaneously. Identify cause and effect relationships in clinical situations; utilize the nursing process in developing nursing care plans; and performing accurate dosage calculations repeatedly and in a timely manner to deliver safe care.
Mobility	The physical ability to quickly move from place to place and maneuver in small spaces.	The ability to move around in patient rooms, confined spaces, workspaces, and treatment areas rapidly. Able to coordinate eyes and hands or fingers rapidly and accurately to complete precise movements when providing patient care.
Hearing	Adequate auditory ability to provide safe and effective patient care.	Able to hear with and without background noises, monitors, alarms, emergency signals, auscultation of sounds, and cries for help without the assistance of an interpreter potentially causing violations in HIPPA.
Smell	Ability to detect smells, including noxious odors.	The ability to detect and identify distinct body odors or body fluids. C-diff, alcohol breath, diabetes breath, or blood in stools. Detection of gases, and smoke.
Stress	Emotional stability or the ability to maintain emotional balance and a stable mood while faced with psychological stressors.	Adapt to and make sound clinical judgments in stressful situations. Remain calm, think clearly and stay focused in a pressured and distracting environment. Cope with environmental changes. Ability to regulate and suppress negative emotions. Perceive and appraise challenges with resilience. Display effective coping mechanisms. Effectively deal with strong personal emotions.
Professional Boundaries	The ability to differentiate the lines within which a patient's	Recognize the need for vigilance in maintaining professionalism and boundaries in

	best interest are consistently served.	diverse practice settings. Behaviors are consistent with the duty to always act in the best interest of clients. Set limits to the nurse-patient relationship that ensure a safe, therapeutic relationship.
Empathy	The ability to understand and share the feelings of others.	Use of cognitive skills to evaluate a patient's experience. Attentive to client's emotional cues, ability to identify their emotional state and reflect understanding of that experience. Demonstrate an understanding of what a patient is communicating, feeling and needing.
Compassion	The ability to have awareness of someone's suffering with the desire to aid in the alleviation of the suffering.	Provide a safe and comforting environment. Respect clients' rights, dignity and their involvement in decision making. Focus on client's needs and focus the emotion generated by their circumstance into active responses.
Academic Integrity	Avoid working on assignments that are individually assigned, avoiding collusion and cheating, citing sources.	Any act of cheating, plagiarism, dishonesty in the classroom or in a clinical setting violates this standard.
Ethical Practice	Refer to the ANA Code of Ethics for Nurses Compliance with all HIPPA requirements regarding patient privacy.	Protect client privacy and comply with all legal requirements related to patient records. Avoid fabrication of reports or records of interactions with clients, social networking violations.
Professional Character	The ability to be truthful, caring, respectful and exhibit equality and fairness. Follow guidelines for professionalism and professional attire.	Accountable for behavior; self-disclose of errors. Show respect and compassion for all clients without regard to gender, age, race, ethnicity, sexual orientation, religious background, and social status. Adhere to dress code; Arriving on time to class and the clinical setting.

The School of Nursing is committed to ensuring that qualified students with disabilities are given equal access to its programs through "reasonable accommodations". The School of Nursing is not required to provide requested accommodations that would fundamentally alter the program, including patient and/or student safety in the clinical setting.

Prior to and upon BSN program acceptance, students must attest to their ability to meet these standards with or without an accommodation. If at that time a student requests an accommodation, the Office of ADA for Students and the School of Nursing must determine if the accommodation is "reasonable" PRIOR to the student beginning BSN coursework.

Extended Absence or Withdrawal due to Health Changes:

Conditions that result in the inability to complete a clinical rotation include but are not limited to: acute illness, physical injury, mental health issues, pregnancy, or complications due to pregnancy, surgery, or chronic illness. Changes in a student's physical or mental condition that require activity limitations or the inability to participate in clinical or lab will require documentation from the student's healthcare provider. Documentation must be on facility letterhead and signed by the healthcare provider or designate.

Students must receive a full release with no limitations (e.g., splints, braces, cast, or certain medications, or other limitations that might interfere with safe patient care) to return to clinical. Limitations or restrictions may result in the need to withdraw from or take an incomplete in a clinical course.

General Communication:

Communication is expected to be professional in all encounters. Foul or abusive language in the classroom, clinical setting, or university will not be tolerated. Conflicts are to be resolved in a manner that respects the dignity of every person involved.

Email is an important communication tool used by the School of Nursing. Official communication must take place through the UT Permian Basin email system. The School of Nursing communicates with students using UT Permian Basin student email or messaging via Canvas Learning Management System. Faculty and staff members may not respond to emails from other servers such as Hotmail.com, gmail.com, yahoo.com, or other email servers.

Faculty in the School of Nursing will respond to emails within 24 hours on weekdays and 48 hours on weekends/holidays. Students should check UT Permian Basin email multiple times daily and respond to emails sent by faculty within 24 hours on weekdays, and 48 hours on weekends/holidays.

Faculty members have office hours where they will be available for consultation. Days/times will be made available to you. Students are encouraged to contact their instructor if they wish to discuss their progress, a problem, or need assistance related to their role as a student.

Professional Behavior:

Professional behavior is an overriding value and requirement of the School of Nursing. Students are expected to always behave professionally with faculty, peers, preceptors, and clients and in any setting in which the student is a representative of UTPB. Furthermore, students' grades will be affected in either clinical or didactic courses for unprofessional behavior.

Bullying, verbal abuse, insubordination, or personal attacks will not be tolerated in any form. Any behavior deemed inappropriate by faculty, staff and/or preceptors will result in faculty conference(s), and completion of an "Unsafe/Unprofessional Behavior Report and Action Plan" that addresses the student's behavior and areas of needed improvement. Possible activities available to assist the student in attaining the improvement objectives include stress and/or anger management counseling sessions. Behaviors deemed inappropriate will result in removal from the clinical setting, Simulation Lab and/or classroom and will result in an administrative withdrawal from the course and/or dismissal from the program. See Addendum # 1

Student Responsibilities:

It is the responsibility of the student:

- To become familiar with and comply with regulations of the university and School of Nursing;
- To keep the School of Nursing, Texas Board of Nursing, and Admissions Office informed of his/her current (1) local address, (2) telephone number, or where he or she may be reached, and (3) permanent address and phone number, name changes;
- The student shall notify the School of Nursing in writing within ten business days of a change of name and or address by submitting a legal document reflecting the change. Additionally, the student shall submit social security number and driver's license to the Program Director's office.
- To be informed of general and special notices including examination schedules received via email, posted on Canvas, and other official bulletin boards;

- To be flexible in personal scheduling to accommodate course didactic and clinical assignment changes from published days and times;
- To make arrangements for completion of all work and to meet the requirements for removal of incomplete grades;
- To assure that official communications, including request for release of information to other institutions be submitted in writing.
- Students are responsible for all content presented in lecture, lab and required readings whether in attendance or not. It is expected that students will utilize textbooks and other reference materials to fulfill course requirements.
- Taping is not allowed unless permission has been obtained from the instructor.
- Students who need taping as an accommodation for a disability must go through the UTPB Office of ADA for Students.
- Programmable devices (e.g., calculators and smart watches) are not allowed during testing, except when approved by the instructor.

Students and faculty in the School of Nursing have a responsibility for maintaining an appropriate learning environment. Faculty have the professional responsibility to treat students with understanding, dignity, and respect and to guide the teaching/learning process. Students are expected to refrain from inappropriate verbal and nonverbal behaviors in the classroom and clinical that may be distracting to others, such as, but not limited to: arriving late or leaving early, side conversations, text messaging, note passing, surfing the internet, checking Social Media, playing games or answering e-mail on laptops or smart phones, and answering cell phones. Students who persistently engage in behaviors that are disruptive to the teaching/learning process may be required to leave the setting and completion of an “Unsafe/Unprofessional Behavior Report and Action Plan” (Addendum #1) that addresses the student’s areas of needed improvement.

Three unprofessional behavior reports will result in removal from the program. Depending on the severity of the unprofessional behavior the student may be removed at any time prior to the third occurrence.

Performing skills on a live patient prior to the student passing a competency or attending clinical unsupervised will constitute clinical failure and immediate dismissal from the School of Nursing. This includes any skills in the clinical setting which have not been demonstrated and graded in the Simulation Lab and performed in front of an instructor prior to performing on a live patient or performing skills on a live patient without supervision at the clinical site.

Once the student is assigned to a nurse on their clinical floor if the charge nurse does not place their name on the assignment board next to the nurse they are following it will be the responsibility of the student nurse to do so.

****All phones will be silenced and placed in purses or backpacks while in the classroom. If a student must receive a call, the student should notify the instructor prior to class starting and quietly leave the classroom to complete the call. All phones will be turned off and placed on a table at the front of the classroom during testing. There are no phones allowed in the clinical facility sites or simulation lab.**

Student Conduct Policy

General Rules for Dress and Attire:

Nursing Students will be held to a higher standard of conduct and dress attire than other students. Nursing students are expected to always maintain a professional image. Projecting a professional image is the responsibility of all students and faculty.

Students not complying with the dress code will not be allowed to participate in clinical. Any student unsure about dress code guidelines should contact their faculty. Failure to comply with the requirements below will result in the student being sent home, an unexcused clinical absence, and a negative clinical evaluation which may result in clinical failure if it is the student's second absence.

The approved School of Nursing uniform must be worn in the nursing classroom, study hall, Nursing Simulation Lab, the hospital clinical setting, when meeting with instructors, and possibly for formal ceremonies unless otherwise directed by faculty.

School of Nursing Uniform:

- Approved grey scrub top (available for purchase at Scrubs and Duds or on-line, or any general merchandise store as long as the grey color is correct) with logo patch sewn on the left side of the chest above the pocket. No flair or decorative trim allowed.
- Solid black or matching grey approved scrub-manufactured lab jacket with logo patch sewn on left side of chest, above the pocket.
- Plain matching grey or black turtleneck or crewneck T-shirt without writing, logos, graphics, or advertisements may be worn under scrub tops.
- Black scrub pants that fall below the ankle (no joggers or low-rise scrub pants allowed), or black scrub skirt (must touch top of kneecap). Scrub pants may not drag on the floor but long enough to cover socks.
- Socks that cover the ankle must be worn with pants, and neutral or white stockings, or white or black ankle socks are to be worn with skirts.
- Predominantly black shoes with matching shoelaces that are comfortable and have closed heel and toe, must be in good repair, and made of a material that can be cleaned. No open-toed or open heeled shoes allowed for safety reasons.
- Scrubs cannot be tight fitting and must be loose enough to allow adequate movement for role in clinical setting/lab.
- Students must wear a white lab coat with the logo patch sewn on the left side of the chest above the pocket; clean neat and pressed, over dress clothes in certain clinical settings.
- Undergarments and/or cleavage must not show when leaning or bending over. Rolling down the waist band of scrub pants is prohibited.
- Uniform must be clean, neat, and pressed.
- A full uniform must be worn in the hospital while retrieving patient assignments.
- The UTPB picture ID and the appropriate hospital ID are to be worn above the waist and in clear view with a retractable badge reel when in uniform. Only the ID for the hospital you are attending clinical is to be worn with the UTPB ID (do not wear all hospital badges to every clinical). Neck lanyards are not allowed.
- The School of Nursing ID must be worn in all classroom, clinical and lab settings.
- Hair is to be clean, neat and well groomed. Long hair must be pulled back and secured in a bun at the crown or top of the head. Ponytails or long braids must be up. ***(Pony-tails with hair exceeding the collar is not allowed, hair cannot touch your collar)***. Hair/bangs cannot hang down on/in student's face.

- Males must be clean-shaven or facial hair/moustache and beards neatly trimmed.
- Hair must be of a natural color (no pink, bright red, blue, etc.).
- Hair clips, bands, etc. shall be functional, and non-decorative (no bows, etc.). Colors of headbands must be single color.
- No hats of any kind, or hoodies. Students who must wear head covering must obtain written prior approval from the Nursing Program Chair. The covering is to be solid black and may not occlude/cover the face.
- No artificial nails, dipped, shellac nails. Clear nail polish may be worn without chips and peeling. Nails are to be clean, groomed, and manicured. Nail length are not to extend passed the tip of the finger. No fingernail jewelry.
- Perfume, cologne, or scented lotion will not be worn in any classroom or clinical setting. Daily showering and the use of deodorant are required.
- Make-up must be moderate and professional. Colors are to be neutral and non-distracting.
- Bracelets, necklaces, and earrings, or multiple rings are unacceptable. Students may have one small stud earring in each ear. No spacers, other jewelry, piercings, or adornments are acceptable. Nose piercings must be removed. No exceptions.
- Body art or tattoos must be covered.
- No false eyelashes of any type are to be worn in class, the simulation area or clinical.
- Student must have a watch with a second hand that is not a smart watch.
- Student should refrain from wearing their uniform to non-UTPB related activities. (restaurants, shopping, etc.) If the uniform cannot be changed then a jacket must be worn to cover the patch and all IDs must be removed.
- Students cannot consume alcoholic beverages while in uniform.
- Hickeys can be considered offensive, unprofessional and distracting in nature and must be covered by bandages, clothing, or cosmetics.
- No chewing gum, eating food, or candy during skills, simulation or at a clinical facility site.

Business Attire:

- May be worn for presentations, certain clinical assignments, and/or conferences/meetings related to the School of Nursing.
- A white lab coat will be worn in certain clinical areas, please contact instructor for types of activities that require the white lab coat.
- No jeans, shorts, or T-shirts.
- Revealing clothing will not be worn while participating in activities of the School of Nursing. Revealing clothing consist of:
 - Midriff baring shirts halter tops or low rise pants
 - Low cut shirts, or dresses that reveal cleavage
 - Spaghetti strap, strapless, or one shoulder shirts or dresses
 - Skirts with hem more than 2 inches above the knee
 - See through clothing of any kind.
- Multiple rings, bracelets, necklaces, spacers, and earrings are unacceptable. No piercings other than one small stud in each ear.
- No other jewelry or adornments are acceptable.
- Body art and tattoos must be covered.
- No false eyelashes of any type.
- Make-up must be moderate and professional. Colors are to be neutral and non-distracting.

Students will be dismissed from class or clinical for inappropriate attire. Any instructor may dismiss a student from any class for not following rules and /or dress code.

As a professional courtesy, please honor our University by not wearing other schools emblems, shirts, jackets, scrubs, etc.

Violations of Class, Clinical, or Lab Dress Requirements will result in the following consequences:

Students deemed inappropriately attired by any clinical/laboratory or didactic faculty will be counseled and asked to leave. The time missed will be counted as an absence, considered unexcused, will not be rescheduled, and will contribute to didactic and clinical failure if it is the second absence.

Required Equipment:

UTPB School of Nursing Uniform with appropriate patch
White lab coat
Sphygmomanometer (Manual Blood Pressure Cuff)
School of Nursing Badge, facility badges as appropriate
Stethoscope
Pen Light
Nursing Scissors (bandage scissors)
Second hand watch (not a smart watch)

Other Expenses (This list is not inclusive and is subject to change):

Ongoing assessment and testing in preparation to registered nurse licensure examination.
Health and Clinical Clearances
Fingerprints/Background Checks (Declaratory Order, if applicable)
Drug Screen
Clinical Management System (used in assignment of students to clinical locations)

Safe Practice:

All nursing students must perform within the limits of safe practice. A faculty member or clinical instructor will recommend the student be dropped from a course with a course grade of an “F” if the student is deemed unsafe.

Students who are unable to pass a clinical skill check-off in two (2) attempts will receive a failing grade “U” in the clinical course causing an “F” to also be assigned to the didactic course. If the student has no other NURS course failures the student may repeat the courses in the following semester, and may not continue with courses in the next semester until the failed course is completed. If the student has received a previous course failure the student will be removed from the nursing program and if meeting all admission criteria at the time of application may apply in one (1) year for consideration of acceptance. Students must meet all clinical requirements to participate in clinical. Failure to meet all clinical requirements will result in course failure and/or removal from program.

Medication Administration:

Students may not give medications until they have been checked off by their faculty and have achieved the minimum score requirements on the Dosage and Calculations Exam. After checkoff, students may

only give medications if supervised by their clinical instructor, CTS (Clinical Teaching Specialist), preceptor, or unit registered nurse. *Failure to adhere to this policy will result in clinical failure.*

Clinical Failure:

Demonstrating any unsafe clinical practice that places the patient, client, family, staff, faculty, or other student in physical or emotional jeopardy which would include neglect, abuse or purposely injuring others will not only require immediate removal from the facility by faculty, it will constitute Clinical Failure and result in immediate dismissal from the SON.

Physical jeopardy is the risk of causing physical harm.

Emotional jeopardy means that the student has created an environment of anxiety or distress which puts the patient/client/family/staff/faculty/other student at risk for emotional or psychological harm.

Students, who earn any unsatisfactory (U) on their final course evaluation, have not met the course objectives and have failed the course. Nursing is a practice profession in which patient and family safety must be protected (Texas Board of Nursing). *If clinical performance (including failure of the dosage calculations exam) has been deemed unsafe, students may not drop or withdraw from any clinical course. They will be immediately removed from the clinical setting, forfeit further clinical experiences, and receive a grade of “F”.*

The following Clinical Failing Behaviors will result in a clinical failure regardless of the drop or withdrawal date and are based on professional nursing standards set forth by the Nurse Practice Act, the Texas Board of Nurse Examiners, and program policy related to patient safety in the clinical setting:

Clinical Failing Behaviors	Matched to Nurse Practice Act
1. Performance is unsafe.	1,2,3,5,6,7,9,10,11,12,13,14
2. Questionable decisions are often made.	1,2,3,4,5,6,7,8,9,10,11,12,13,14
3. Lacks insight into own behaviors and that of others.	1,2,3,4,5,6,8,9,10,11,12,13,14
4. Continues to need additional guidance and direction.	1,2,3,5,6,7,8,9,10,11,14

Standards of Professional Nursing Practice (BON 213.27, 217.11, 217.12)

1. Knows rationale for side effects of medications and treatments, and correctly administers same 217.00.
2. Documents nursing care accurately and completely, including signs and symptoms, nursing care rendered medication administration. Contacts health care team concerning significant events in patient health 217.11.
3. Implements a safe environment for patients and/or others, i.e., bed rails up, universal precautions 217.11.
4. Respects client confidentiality 217.11.
5. Accepts assignments commensurate with educational level, preparation, experience and knowledge 217.11.
6. Obtains instruction and supervision as necessary when implementing nursing procedures or practices 217.11.
7. Notifies the appropriate supervisor when leaving an assignment 217.11.
8. Recognizes and maintains professional boundaries of the nurse/patient relationship 217.11.
9. Clarifies orders, treatments, that nurse has reason to believe are inaccurate, non- effective or contraindicated 217.11.
10. Able to distinguish right from wrong 213.27.
11. Able to think and act rationally 213.27.

12. Able to keep promises and honor obligations 213.27.
13. Accountable for own behavior 213.27.
14. Able to promptly and fully self-disclose facts, circumstances, events, errors and omissions when these disclosures will enhance health status of patients or protect patients from unnecessary risk or harm 213.27.

Refer to the Board of Nursing at www.BON.state.tx.us for any additional information regarding the Texas Nursing Practice Act.

Removal from Clinical Site:

A student may be removed from the clinical site for any of these behaviors:

- Failure to come to clinical prepared including dress, supplies, and/or assignments.
- Arriving at clinical site but not reporting to floor in time to get report (e.g. going to cafeteria and eating breakfast prior to start of scheduled shift).
- Absence from floor for more than 30 minutes for lunch.
- Not reporting to clinical nurse or charge nurse prior to leaving the floor for any reason.
- Tardiness.
- Unprofessional communication behaviors: profane language or incivility with patients, visitors, staff, faculty, or other students.
- Personal communication devices in the clinical setting (cell phones, tablets, iPads, or personal computers).
- Failure to treat others with respect, honesty, and dignity.
- Inability to implement empathetic care.
- Inattentiveness to clinical work as exhibited by being unavailable for patient/client care, engaging in personal discussions, etc.
- Failure to implement appropriate action to ensure safety of patients/clients.
- Additional behavior(s) which the faculty deems unprofessional including being disruptive and or refusing to follow faculty directions.
- Arriving at clinical setting under the influence of alcohol or other substances that can impair judgment.
- HIPAA violation or any breach in patient confidentiality.
- Misuse or unauthorized use of computer resources or information.
- Purposeful destruction of property in the simulation lab or at the clinical site.
- Stealing of supplies, medications or anything that belongs to the clinical setting (e.g., Simulation lab or clinical facility).
- Failure to comply with course or clinical site policies and protocols.

*Any one of these violations may constitute failure of the course and/or dismissal from the School of Nursing.

Removal form Class:

A student may be asked to leave class for any of these behaviors:

- Tardiness
- Disruptive or disrespectful behavior toward faculty and/or other students
- Inattentiveness to classroom work
- Talking or texting on personal communication device/phone
- Or any other behavior deemed disruptive.

Consequences of Unprofessional Behavior:

When problem behaviors are identified, the involved faculty member will:

1. Complete an “Unsafe/Unprofessional Behavior Report and Action Plan”.
2. Counsel the student on unacceptable behavior indicating the type of behavioral change that is expected and within what time frame.
3. A learning prescription may be written which will document the behavior, expected response and the period for remediation/improvement.
4. If the behavior is a major infraction or no improvement is seen within the time frame documented, the student will be counseled by faculty and will be referred to the SON Director. Sanctions will be taken, which could include any of the following:
 - grade reduction,
 - course failure,
 - suspension,
 - dismissal from the class, or
 - dismissal from the SON
 - dismissal from the university.

Confidential and Sensitive Information:

Students will have access to confidential medical records and sensitive information regarding the patients, families, and community agencies while providing nursing care as a student. Students must agree to maintain the highest standards of professional integrity regarding this information and comply with all legal requirements regarding the privacy of patient records. This includes but is not limited to written, verbal, and electronic social---networking transmission of information. For more information see:

<http://www.hhs.gov/ocr/privacy/hipaa/understanding/index.html>

Consequences: The consequences of any breach in maintaining confidential and sensitive information will result in disciplinary action up to and including expulsion from the nursing program.

Student Success:

UT Permian Basin offers numerous services to help you reach your academic goals. Available both in the Success Center on the 2nd Floor of the Mesa Building (<https://www.utpb.edu/academics/advising-and-support/student-success-center/index>), and online, UTPB Student Success offers the following services to all students:

- O.W .L. (Online Writing Lab) - Submit essays that need to be revised by one of our tutors to owl@utpb.edu.
- Tutoring – For both online and in person tutoring, please use EAB to create an appointment. (Utpb.campus.eab.com) Sign in using UTPB credentials.
- SI/PLTL Sessions - If available for your class, will be communicated to you by the mentor assigned to your class section and students can communicate to their SI or PL through Canvas.
- Peer Mentoring - Incoming freshmen can be paired with a peer mentor who will help you navigate your first year on campus.
- SSC Computer Lab - Come take advantage of the state-of-the-art computers available at the Student Success Center.

Please email success@utpb.edu for more information.

Professional Writing/APA:

APA style manual will be used by the UTPB Department of Undergraduate Nursing with some specific requirements for the undergraduate courses.

Use of Social Media by Students:

To ensure the confidentiality and privacy of patients through social media, the School of Nursing abides by the guidelines of The Texas Board of Nursing Position Statement.

Use of Social Media by Nurses:

With the rapidly growing use of social media sites and applications such as Facebook, X, LinkedIn, YouTube, and blogs, professional obligations to patients, peers, and employers may be unclear. While the Board recognizes that the use of social media can be a valuable tool in healthcare, there are potential serious consequences if used inappropriately. Online postings may harm patients if protected health information is disclosed. These types of postings may reflect negatively on individual nurses, the nursing profession, the public's trust of our profession, as well as jeopardize careers.

Both the National Council of State Boards of Nursing (NCSBN) and the American Nurses Association (ANA) endorse each other's guidelines and principles on the use of social media for it to be used appropriately and without harm to patients.

***** Students may not post any disparaging comments about clinical, classroom, or about faculty, staff or other students. This is strictly prohibited by the UT Permian Basin School of Nursing *****

The benefits of social media are many, and include:

“Networking and nurturing relationships, exchange of knowledge and forum for collegial interchange, dissemination and discussion of nursing and health related education, research, best practices, educating the public on nursing and health related matters” (ANA, 2012, para. 4).

However, if used indiscriminately, the risks are great, and include:

- “Information taking on a life of its own where inaccuracies become fact.
- Patient privacy being breached.
- The public's trust of nurses being compromised.
- Individual nursing careers being undermined” (ANA, 2012, para. 5).

In a recent survey by the NCSBN, many of the responding boards reported that they had received complaints about nurses inappropriately using social media sites.

Nurses have been disciplined by boards, fired by employers, and criminally charged for the inappropriate or unprofessional use of social media (NCSBN, 2012).

- To ensure the mission to protect and promote the welfare of the people of Texas, the Texas Board of Nursing supports both the guidelines and principles of social media use by the NCSBN and ANA.

In keeping with the NCSBN guidelines, it is the Board's position that:

- *Nurses must recognize that they have an ethical & legal obligation to maintain patient privacy and confidentiality at all times.*
- *Nurses are strictly prohibited from transmitting by way of any electronic media any patient-related image. In addition, nurses are restricted from transmitting*

any information that may be reasonably anticipated to violate patient rights to confidentiality or privacy, or otherwise degrade or embarrass the patient.

- Nurses do not identify patients by name or post or publish information that may lead to the identification of a patient. **Limiting access to postings through privacy settings is not sufficient to ensure privacy.**
- Nurses do not refer to patients in a disparaging manner, even if the patient is not identified. □ Nurses do not take photos or videos of patients on personal devices, including cell phones. Follow employer policies for taking photographs or video of patients for treatment or other legitimate purposes using employer-provided devices.
- Nurses maintain professional boundaries in the use of electronic media. Like in-person relationships, the nurse has the obligation to establish, communicate and enforce professional boundaries with patients in the online environment. Use caution when having online social contact with patients or former patients. Online contact with patients or former patients blurs the distinction between a professional and personal relationship. The fact that a patient may initiate contact with the nurse does not permit the nurse to engage in a personal relationship with the patient.
- Nurses consult employer policies or supervisor within the organization for guidance regarding work related postings.
- Nurses promptly report any identified breach of confidentiality or privacy.
- Nurses must be aware of and comply with employer policies regarding use of employer owned computers, cameras and other electronic devices and use of personal devices in the work place.
- Nurses do not make disparaging remarks about employers or co-workers. Do not make threatening, harassing, profane, obscene, sexually explicit, racially derogatory, homophobic or other offensive comments.
- Nurses do not post content or otherwise speak on behalf of the employer unless authorized to do so and follow all applicable policies of the employer (NCSBN, 2012).
- Nurses update your privacy settings on a regular basis.

The use of social media can be of tremendous benefit to nurses and patients alike. However, nurses must be aware of the potential consequences of disclosing patient-related information via social media. Nurses must always maintain professional standards, boundaries, and compliance with state and federal laws as stated in Board Rule 217.11(A). All nurses have an obligation to protect their patient's privacy and confidentiality (as required by Board Rule 217.11(E)) which extends to all environments, **including the social media environment.**

Consequences: The consequences of any breach in maintaining confidential and sensitive information about faculty, staff, students, employees, or institution will result in progressive disciplinary action up to and including expulsion from the School of Nursing.

Academic and Scholastic Dishonesty:

Scholastic dishonesty includes cheating on a test/assignment, plagiarism, collusion, use of AI to complete papers, and falsifying records. Additional violations may be classified as scholastic dishonesty. Scholastic dishonesty will not be tolerated in the SON. Violation of scholastic dishonesty will result in the dismissal from the program. Policies and procedures are also in place at UTPB to address scholastic dishonesty violations. Please refer to the Falcon Guide for UTPB.

- Students may not collaborate with anyone else on assignments, quizzes, examinations, or any other academic work except as directed by the assignment/instructor's directions.
- Students may not resubmit any assignment or part of a previous assignment – written, audio, or video recorded - for which they previously received a grade. This applies to courses from which a student withdrew and/or in which a failing course grade was achieved.
- Students may not submit the same assignment (written or recorded) or portion of an assignment to more than one course unless specifically allowed or directed by the instructor's directions. This applies to both graded and non-graded assignments.
- Students may not resubmit any work which has previously been submitted for course credit at any educational institution unless prior written approval is received. Written approval for resubmitted work must be received from both the current course instructor and the instructor of the course in which the work was previously submitted.
- Students may not copy or share any course materials or documents, past or present assignments, nor quiz/examination questions on any social platform or publicly available website.
- Students may not seek, acquire, receive, or provide unauthorized information or assistance regarding an exam, quiz, or assignment (such as purchasing, using, or distributing any unauthorized course materials in order to gain academic advantage).
- Students are expected to accurately and completely document and record clinical practice hours completed and patient/client care activities. Falsifying any documents related to clinical hours or patient/client care activities (including documenting as fact, information not obtained through one's own direct assessment and examination of a patient or falsely recording clinical practice hours) constitutes dishonesty.
- Students are expected to accurately collect and submit data collected for completion of course and program requirements. Falsification of data or data collection methods constitutes academic dishonesty.

Cheating on a test will not be tolerated:

Therefore, the following list of activities during testing has been compiled to inform students what occurrences witnessed by the instructor will indicate cheating is taking place. If any of the below listed items are observed, the instructor will ask the student to close out their test and they will be removed from the classroom, a written report describing the occurrence will be sent to the Dean of Student Services, and the student will be removed from the nursing program. (See Test Policy Students)

1. Using a computer other than the one supplied by the School of Nursing.
2. Student observed talking to another student.
3. Student caught looking at another student's test.
4. Passing notes during a test.
5. Positioning scratch paper so it may be easily seen by others.
6. Student in possession of a phone or ear buds during testing.
7. Having scratch paper, other than what is supplied by the instructor.
8. Having open tabs on your computer at the time of testing.
9. Any tutorials opened during a test.
10. Refusing to let an instructor view the browser history.

11. Failing to start the test at the same time as the rest of the class.
12. Using a screenshot to have later access to test questions.
13. Using a “fall guy” to prep other students who were not at the exam on testing day.
14. Any other activity that is noted as suspicious during the exam. (rhythmic coughing, tapping on desk, tapping of feet, etc.)
15. Testing in online courses: Not completing an environmental check will be considered cheating.

Academic and Professional Standards:

All students enrolled at UTPB must subscribe to the standards and codes of the profession. Patients and society as a whole expect Undergraduate Nursing students, as professionals, to adhere to the:

- Texas Board of Nursing Unprofessional Conduct Rules
- American Nurses Association (ANA) Code of Ethics for Nurses
- American Nurses Association Scope and Standards of Practice
- American Nurses Association Guide to Nursing Social Policy Statement

Student Progression Policy:

- A grade of C (75) or better is required for each nursing course.
- Students must make a grade of 75 or better on the final exam regardless of the overall course grade and an average of 75 on all unit exams.
- A student must complete all coursework in the semester they are currently enrolled to continue to progress in the nursing program. If the student is unsuccessful in passing a course, the course must be successfully completed before continuing to the next semester’s coursework.
- To successfully complete each course, all assignments must be completed and submitted.
- Late assignments will have a 10 point deduction every day they are late. If the assignment is turned in after the third day the assignment will be graded but a zero will be placed in the gradebook. If the student chooses not to turn in the assignment after three days (3) that will count as a missing assignment and the student will fail the course.
- Students are permitted to drop a course one time. All drops including academic and non-academic drops are also considered an attempt and will fall under the rule of a failed course. Students are required to meet with their Academic Advisor and the course lead prior to dropping. Compassionate withdrawals and withdrawal exceptions will be reviewed on an individual basis by the Progressions Committee.
- Students in second semester must take a dosage and calculations exam and make a 90 or better in order to pass the NURS 3370 Medical Surgical and NURS 3371 Medical Surgical Clinical courses. The student will have two attempts at the test. If a student fails the first attempt they will be required to remediate and attend study hall until the next test is taken. If after the second attempt the student does not make a 90 the student will fail both courses and will have to retake the courses the next semester and pass both before they are allowed to progress to third semester. This will count as one failure. The student may continue and complete all other second semester courses.
- Students who fail a didactic course with an associated clinical course will fail both the didactic and clinical courses, both courses will need to be repeated, and vice-versa.
- Students may only repeat one nursing (NURS) course. If a student fails two nursing (NURS) courses or one nursing (NURS) course more than once during their admission into the nursing program the student will be removed from the program.
- Students who need to repeat nursing courses must meet with the instructor and are encouraged to do so as soon as they are aware of the need to repeat a course. The student’s need to repeat will be discussed at the Student Progression Committee where readmission will be determined.

Students will be readmitted to courses and or program on a space-available basis as determined by the Progression Committee and as recommended to the Program Director.

- A student who is removed from the program will be allowed to reapply until they have set out for one year, once the student has met all current admission criteria they may reapply and the Admissions Committee will review the student along with other applicants before a decision is made to readmit.

Pinning Ceremony:

Students who have successfully completed all UTPB and School of Nursing requirements for graduation will be permitted to participate in the pinning ceremony. Pinning is scheduled the day before semester graduating ceremony (except summer graduation).

Student Evaluation of Teaching:

Every student is encouraged to complete an end-of-course evaluation/survey provided by UTPB. During the last few weeks of class, you will receive an announcement through email notifying you that the Course/Instructor Survey is available. You may follow the link in the email to complete the survey using the same credentials to access your courses here. When entering the emailed Survey link you will see a list of surveys for you to complete. Another way to find End-of-Course Evaluations is through you my.utpb.edu account > My Surveys & Evaluations are on the first page after you login.

The survey is anonymous and your responses are confidential. Your feedback is critical to us and to your instructor as we strive to improve our offerings, and our support of you, the students.

The instructor and student will conduct a mid-term evaluation of the student's progress and develop, if needed, a plan to promote the student's success.

Committees:

Students may be given the opportunity to serve on standing committees within the School of Nursing.

Attendance/Absences:

Attendance is mandatory for all courses. Students become more proficient in their learning when consistent active participation occurs. This participation means that the student is in attendance for the entire class.

When emergencies occur that prevent attendance it is the student's responsibility to inform the faculty. Notifying the faculty and appropriate clinical instructor of an anticipated absence is imperative. Notification of a clinical and/or classroom absence must be done by phone call to the instructor and clinical coordinator one (1) hour prior to the start of class or clinical. Notification of a clinical and/or classroom absence by email or text is not acceptable and will not be recognized as appropriate and sufficient notification.

There are no excused absences. Clinical absences will be reviewed for reasonable exemptions. Students can have no more than one (1) clinical absence a semester. The student will need to reschedule the clinical days and a student will receive a zero for the incomplete course work for that day. In the event a student misses more than one (1) day of clinical, including simulation lab hours, this will result in course failure.

More than two absences from non-clinical class will result in a failure for the course and an Administrative Drop by the School of Nursing Chair.

If a student misses more than two consecutive class/clinical days due to illness the student must bring a note from a physician on office letterhead to return to class and clinical.

If a student misses four (4) weeks of class and/or clinical an incomplete will be given to the student until all clinical and class time is completed. The student will be required to submit a doctor's note on letterhead clearing the student to return to courses without braces, splints, cast, crutches, slings, narcotics or muscle relaxers.

See the *Returning to Courses after Illness Policy*.

Three tardies equal one absence.

Academic Grievances:

If a student believes his or her grade was not appropriately assessed, the following steps should be followed:

- Make an appointment with the instructor involved to discuss the problem. Ask him or her for constructive feedback. Use this as an opportunity to grow and improve academically and personally.
- If this effort to resolve the matter is unsuccessful, the student will make an appointment with the Director and inform him or her exactly the perception of the problem. Ask for advice and constructive feedback to resolve the situation. A Grievance Committee may need to be formed to determine an effective resolution to the problem.
- If a resolution still has not been found, the student will make an appointment with the Associate Dean of Academic Affairs for the College of Health Sciences and Human Performance, then prepare a written statement of the grievance, and submit it to the Associate Dean of Academic Affairs prior to the appointment. Clearly state the problem and why you are dissatisfied. Give clear examples or evidence to support your position. The Associate Dean of Academic Affairs will review your grievance statement and will make a decision in consultation with you, your course instructor, and the Academic Chair.
- If a resolution still has not been found the Associate Dean of Academic Affairs presents the matter to the Dean of the College of Health Sciences and Human Performances. The Dean of the College of Health Sciences and Human Performance will review the grievance statement and will decide. Results will also be sent to the student, the instructor, Academic Chair, and the Associate Dean of Academic Affairs for the College of Health Sciences and Human Performance. If the resolution is still unsatisfactory to the student, the matter is then referred to the UT Permian Basin grievance personnel.

Refer to the UTPB website regarding the following areas:

Withdrawing from the University
Scholastic Dishonesty Policy
Student Discipline and Conduct
Sexual Misconduct and Harassment Policy
Services for Students with Disabilities
Grievance Procedures and the role of the University Ombudsman

<https://www.utpb.edu/university-offices/operating-procedures/index>

UTPB BSN Course List Effective Fall 2023

Freshman First Semester 14 credits

Math 1314 College Algebra
CHEM 1311/1111 General Chemistry or 4 credit hours of approved electives
BIOL 1306/1106 Gen Biology I & Lab
ENGL 1301 Composition I

Freshman Second Semester 16 credits

Biol 1307/1107 Gen Biology II & Lab
COMM 1315 Intro to Public Speaking
HIST 1301 US to 1877
ENGL 1302 Composition II
PSYS 1301 Intor to Psychology

Summer 8Wk 1 & 2

English 23XX Lang, Phils, Culture
PLSC 2305 American National Politics

Sophomore First Semester 14 Credits

BIOL 2320/2121 Microbiology & Lab
BIOL 3350/3151 Human Anat & Lab
PSYC 3344 Life Span Psychology
NURS 3362 Theoretical and Evidence Based Concepts of Professional Nursing Practice

Sophomore Second Semester 16 Credits

PSYC 3301 Introductory Statistics
BIOL 3352/3153 Human Phy & Lab
Arts 13XX Creative Arts
NURS 3368 Pathophysiology

Summer 8Wk 1 & 2

HIST 1302 US Since 1877
PLSC 2306 State and Local Politics

Junior First Semester 14 credits

NURS 3460 Evidence Based Skills, Assessment, And Health Promotion
NURS 3461 Concepts And Evidence Based Skills For Professional Clinical Practice
NURS 4310 Social Determinants of Health Essentials
NURS 3366 Pharmacology

Junior Second Semester 16 credits

NURS 3370 Medical Sgical Nursing
NURS 3371 Medical Surgical Nursing Clinical
NURS 3240 Mental Health Nursing
NURS 3241 Mental Health Nursing Clinical
NURS 4350 Healthcare Research Method Essentials

Senior First Semester 15 Credits

NURS 4284 Pediatric Health Nursing
NURS 4280 Women's Health and Obstetrical Nursing
NURS 4286 Men's Health Nursing
NURS 4282 Geriatric Health Nursing
NURS 4281 Family Health Clinical I
NURS 4283 Family Health Clinical II

Senior Second Semester 15 Credits

NURS 4294 Leadership: Interprofessional Collaboration

NURS 4195 Integrated Leadership Clinical

NURS 4120 Nursing Capstone

NURS 4292 Advanced Medical Surgical Nursing

NURS 4293 Transition to Practice Clinical

NURS 4290 Multi-cultural Community and Population Health Nursing

NURS 4291 Multi-cultural Community and Population Health Nursing Clinical

Junior and Senior Nursing Curriculum

Course	Number	Name of Course	Junior & Senior Curriculum - Description
SOPHOMORE First and SECOND SEMESTER			
NURS	3362	Theoretical and Evidence Based Concepts of Professional Nursing Practice	Theoretical and Evidence Based Concepts of Professional Nursing Practice introduces the student to the art and science of nursing and examines the foundational principles among historical background, theory, practice, and research in professional nursing. The student will develop an understanding of ethics, law, safety, quality care, critical thinking, evidence-based practice and communication standards as they relate to nursing. Students will apply education and self-care concepts to holistic patient centered care throughout the life span and recognize the importance of integrating those concepts into their lives and career as a professional nurse.
NURS	3368	Pathophysiology	Focus on the pathophysiologic responses that occur in the body related to health and illness across the lifespan emphasis on principles of patient safety.
JUNIOR FIRST SEMESTER			
NURS	3460	Evidence Based Skills, Assessment, And Health Promotion	Evidence Based Skills, Assessment and Health Promotion familiarizes the student to the clinical skills and assessment techniques necessary to provide care to patients across the lifespan. This course introduces students to the application of basic nursing skills that support patients with common health problems and health care needs. The application of content will provide an evidenced based informative foundation for students entering the clinical setting.
NURS	3461	Concepts and Evidence Based Skills For Professional Clinical Practice	This course includes the application of basic nursing skills that support patients with common health problems and health care needs; communication skills with patients, caretakers, and other health care professionals; performance of common nursing procedures incorporating safety measures, quality care, and infection control. Documentation of performance and outcomes will be addressed.
NURS	4310	Social Determinants of Health	Analyze and evaluate the relationship between the domains of Social Determinants of Health and health disparities, inequalities, health-related outcomes, and patient satisfaction. Propose strategies and foster relationships through intentional collaborations across professions to enhance access to healthcare and information and quality of life by impacting Social Determinants of Health.
NURS	3366	Clinical Pharmacology	Introduction to pharmacology is designed to introduce the concepts of Pharmacotherapeutics in nursing practice. The student nurse will examine

Course	Number	Name of Course	Junior & Senior Curriculum - Description
			medications used in the treatment of illness, and the promotion, maintenance and restoration of wellness across the lifespan of individuals. An emphasis on principles of: basic drug classification, responses in the body, drug/drug interactions, patient safety in drug administration, monitoring and managing adverse reactions/side effects, patient education, legal/ethical issues, and calculation of dosages.
JUNIOR SECOND SEMESTER			
NURS	3370	Medical Surgical Nursing	Introduction to evidence-based, safe, quality, holistic nursing practice addressing low-acuity alterations in chronic and/or acute health of adult population(s).
NURS	3371	Medical Surgical Nursing Clinical	Demonstration in clinical setting(s) of integration of evidence-based, safe, quality, holistic nursing practice under the direct supervision of a registered professional nurse (RN) to address low-acuity alterations in chronic and/or acute health of adult population(s). Practice of ethical clinical reasoning, critical thinking, and professional accountability in the delivery of person-centered nursing.
NURS	3240	Mental Health Nursing	Instruction in evidence-based nursing concepts and theories that promote and restore mental health of individuals across the life span. The course emphasizes critical reasoning and practice for the prioritization of safe, holistic care of persons of diverse cultures, with altered mental health states.
NURS	3241	Mental Health Nursing Clinical	Application of evidence-based nursing practice and clinical/critical reasoning skills to provide holistic, safe, quality care for individuals of diverse cultures across the life span, in various clinical settings
NURS	4350	Healthcare Research Methods Essentials	Evidenced Based Practice: course introduces the formal study of research methods, including literature search, hypothesis generation and testing, sampling theory, research design, data analysis and report-writing. The course provides for integration of basic research methods for analyzing research studies and incorporating current quality standards and evidenced-based protocols into healthcare.
SENIOR FIRST SEMESTER			
NURS	4284	Pediatric Health Nursing	Application of evidence-based nursing care and clinical/critical reasoning skills to promote health and to restore health for children of diverse cultures with chronic and acute biological and mental health problems in a variety of settings.

Course	Number	Name of Course	Junior & Senior Curriculum - Description
			Provide education and support to caregiver to ensure safe, quality care for child.
NURS	4280	Women's Health and Obstetrical Nursing	Evidence-based nursing care of women and families over their life spans and during childbearing years with emphasis on health promotion and risk reduction. Clinical/critical reasoning to provide culturally congruent care for pregnant women and newborns in a variety of settings. Advocacy for patient/family preferences in care management.
NURS	4286	Men's Health Nursing	This course introduces students to the concept of men's health and the gender gap in achieving health for men. It also provides an overview of health promotion and maintenance, disease prevention and management, and decision-making related to health care for men. It further provides the knowledge, skills, and attitudes needed to deliver holistic, patient-centered culturally congruent nursing care for men across the health-illness continuum.
NURS	4282	Geriatric Health Nursing	Examine theories of aging including developmental tasks and holistic nursing assessments expected to identify benefits and risks associated with prescriptive interventions.
NURS	4281	Family Health Clinical I Family Health Clinical II	Application of evidence-based nursing care to women, families, newborns, and children. To promote health and restore health for children of diverse cultures with chronic and acute biological and mental health problems in a variety of settings. Provide care to women prenatal, during delivery, and postnatal and care of the newborn. Application of clinical/critical reasoning for culturally congruent care for women and newborns in a variety of settings. Advocacy for patient/family preferences in care management. Provide education and support to caregivers to ensure safe, quality care for the child. Students engage in a safe, holistic, person-centered care delivery model using interviews and assessments designed to assist the students in describing advocacy options for the elderly and male population by applying an ethical and culturally sensitive framework.
SENIOR SECOND SEMESTER			
NURS	4294	Leadership: Interprofessional Collaboration	Introduction to leadership as an Interprofessional collaboration focused on the clinical staff (bedside) nurse's responsibilities in ensuring optimum, safe, quality, efficient, and excellent health care delivery using team dynamics.
NURS	4195	Integrated Leadership Clinical	Observational nursing leadership experience opportunity with nursing leaders who practice collaborative leadership supporting excellence in healthcare delivery across disciplines in an acute care organization.

Course	Number	Name of Course	Junior & Senior Curriculum - Description
NURS	4120	Nursing Capstone	Synthesize concepts of ethical clinical judgment, evidence-based practice, person-centered care, professionalism, and teamwork based on the knowledge gained from collaboration of all nursing coursework. Facilitate the transition from student to graduate nurse.
NURS	4292	Advanced Medical Surgical Nursing	Overview of evidence-based, safe, quality, holistic nursing practice focused on moderate to high acuity and/or complex multiple organ involvement in alterations of health of adult population(s).
NURS	4293	Transition to Practice Clinical	Demonstration in clinical setting(s) of integration of evidence-based, safe, quality, holistic nursing practice focused on moderate to high acuity and/or complex multiple organ involvement in alterations of health of adult population(s) under the direct supervision of a registered professional nurse (RN). Practice of ethical clinical reasoning, critical thinking, and professional accountability in the delivery of person-centered nursing.
NURS	4290	Multi-cultural Community and Population Health Nursing	Analysis of formal and informal community systems/resources and health care delivery systems including public health; emphasis on cultural diversity and needs of individuals, families, communities, and populations. Community building to develop and access resources to promote health. Roles, strategies, and resources for emergency management in the community.
NURS	4291	Multi-cultural Community and Population Health Nursing Clinical	Application of evidence-based nursing practice skills to community/public health situations addressing cultural diversity, at-risk families, and vulnerable populations; nursing collaboration and interprofessional communication to explore public health systems to promote health in communities. Community assessment and planning in non-emergent and emergent situations. Advocacy for access to the healthcare system.

NCLEX-RN SUCCESS PLAN

The School of Nursing (SON) at the University of Texas of the Permian Basin is dedicated and designed to assist students achieve success in the nursing program, the nursing profession, and on the NCLEX-RN examination. Once admitted to the BSN program, all students are progressively evaluated and supported on academic success and professional development in the classroom, clinical setting, and the community. Successful completion of the entire NCLEX-RN Success Plan is required for graduation.

The NCLEX-RN Success Plan components are as follows:

1. Content Mastery Computerized Testing
2. Passing a grade of 75% in all didactic courses, an average of 75% on all unit exams, and passing of the final exam with a 75% or higher.

3. Submission of all assignments.
4. Satisfactory in all clinical courses
5. Professional behavior of caring and respect in classroom, clinical settings, university, and community.

Content Mastery Computerized Testing (ATI proctored Exams):

1. Throughout the nursing program, all students are required to complete content mastery computerized tests in selected courses.
2. The computerized content mastery tests (ATI proctored exams) in specific selected courses are a course requirement and must be completed successfully.
3. Content mastery proctored computerized test (ATI proctored exams) will comprise no more than 10% of the grade in specific required courses (see Table 1).
4. ATI proctored exams will only be offered twice in one semester per designated course.
5. The required computerized content mastery tests (ATI proctored exams) are proctored and must not be shared among students.
6. *Students who achieve less than a level II on proctored exam, must meet with the course instructor and the COACH to receive an action plan.*
7. A focused review must be completed before a second attempt is allowed.
8. In preparation for the proctored required computerized test the student must take two content practice tests in specific required courses and make at least 90% on each practice test.
9. The student may repeat the practice tests as many times as needed to achieve 90%. The repeat practice tests must be taken no less than 24 hours between the repeat test and the initial practice test; then 24 hours between each retest.
10. At the end of the first practice test the student must procure a printout of the remediation plan and topics that need improvement before repeating the same practice test.
11. **The student should log in and complete a minimum of one-hour focused review on missed topics on the ATI website and complete a written focused review including three critical points to remember. Achievement of a 90% or higher individual score is required prior to taking the proctored test.**
12. **Students are required to show documentation of focused review by submitting a printed copy of the individual student transcript to the faculty prior to retesting.**
13. **Focused review consists of printing out the specific proctored “report” and using either the available ATI templates or a plain piece of paper to handwrite all the missed items under “Topics to Review” and label each missed item with the topic descriptors and rationales. This handwritten remediation will be stapled with the student’s proctored “report”. No cut and paste documents will be accepted.**
14. ATI testing and learning resources are embedded throughout the nursing program. Please see individual course syllabus for details outlining grading policy. The grading system for proctored exam scoring is outlined below. **All students must take two proctored exams regardless of initial score.**

Table 1

Content Mastery Threshold	1st Proctored Exam Attempt	2nd Proctored Exam Attempt
Level 3	100% of points, focused review	85% of points, focused review
Level 2	90% of points, focused review	80% of points, focused review
Level 1	60% of points, develop focused review and must retake exam	50 % of points, focused review
Less than Level 1	0% of points, develop focused review and must retake exam	0% of points, focused review

**Required handwritten remediation must be completed before second attempt.*

The required proctored computerized tests will be administered in the following required BSN courses.

Table 2

BSN Program Course	Course Name	Required Proctored Computerized Content Mastery Test
NURS 3460	Evidenced Based Skills, Assessment, and Health Promotion	<ul style="list-style-type: none"> • Critical Thinking Entrance (<i>Not graded</i>)
NURS 3370	Medical Surgical Nursing	<ul style="list-style-type: none"> • Fundamentals
NURS 4292	Advanced Medical Surgical Nursing: Must take following tutorials and make 100 on each: Introduction to Pharmacology Neurological part 1; Neurological part 2; Endocrine; Cardiovascular; Reproduction; Diabetes; Mental Health Practice Test: Must make 90	<ul style="list-style-type: none"> • RN Adult Medical Surgical • Nutrition • Pharmacology
NURS 3240	Mental Health Nursing	<ul style="list-style-type: none"> • Mental Health
NURS 4280	Women's Health & Obstetrical Nursing	<ul style="list-style-type: none"> • Maternal Newborn
NURS 4284	Pediatric Health Nursing	<ul style="list-style-type: none"> • Nursing Care of Children
NURS 4120	Nursing Capstone	<ul style="list-style-type: none"> • ATI Capstone Proctored Comprehensive Assessment A & B • Comprehensive Predictor 1 & 2 • Critical Thinking Exit (<i>Not Graded</i>)
NURS 4294	Leadership: Interprofessional Collaboration	<ul style="list-style-type: none"> • RN Leadership
NURS 4290	Multi-Cultural Community and Population Health Nursing	<ul style="list-style-type: none"> • Community Health

15. NCLEX RN Predictor Test

- NURS 4120 Nursing Capstone provides a comprehensive in-class and online review of all the major content subjects of the nursing courses. The course last fourteen weeks and for eight weeks students will take a series of practice and proctored exams with remediation, and an online coach will guide and assist in preparing students to pass the NCLEX-RN. The next six weeks is Virtual-ATI an individualized review with the same on-line coach to remediate and test on weak areas of content identified in the first eight weeks, week seven is a three day live review over identified weakness in content throughout the course and a review of test taking strategies. Week 16 is a live review from Hurst.
- The course also provides students with guidelines to prepare for their first professional job, review scenarios for the Nurse Practice Act, instructions for applying to take the NCLEX-RN, and the ethical and legal implications of their nursing practice.
- In NURS 4120 Nursing Capstone, the student will receive the standardized Comprehensive Predictor Test and attend two 3-day Live Reviews.

- A three-day in-person face to face Live Review is given after the first Predictor Test attempt for the ATI Review.
- All students will complete 100% of the virtual ATI.
- After developing a personalized success plan, the student will take a second proctored predictor exam. Student must pass the proctored predictor exams with a score of 72% or higher to achieve a 92% or higher on the Predicted Probability of Passing the NCLEX-RN
- Once the ATI coursework and Live Review are complete the students will engage in a 3day live review conducted by Hurst.

16. To practice nursing, a licensee must possess a multitude of knowledge, skills and abilities to provide safe and effective patient care (National Council of State Boards of Nursing, Inc., 1992). It is the University of Texas of the Permian Basin's School of Nursing responsibility to assure that this requirement is met before a graduate is certified.

Passing Grade of 75% in All Didactic Courses:

1. The simple average of all coursework must equal 75% along with an average unit exam grade of 75% and a final exam grade of 75% or above.
2. If a student makes less than 75% in any nursing course or less than a 75% average on unit exams or less than 75% on the final exam, the student will not progress in the nursing program.
3. If a student gets less than 75% on any exam in the course, the student must schedule an appointment with the instructor.
 - The instructor and the student will complete the Loma Linda Exam Analysis Procedure, plan a remediation, and create a study plan together.
 - The instructor will keep the Loma Linda Exam Analysis Procedure, and study plan on file and give a copy to the student.
 - The student will complete the recommended study/remediation activities.
 - The course instructor will place a Hold on the student's record and will not allow the student to take the next major exam until the study/remediation plan goals have been successfully met.
 - The student must attend and actively engage in all mandatory Study Halls conducted by faculty.
 - The student must sign in and show proof of attendance and participation to the course faculty.
 - The course faculty will remove the Hold on the student's record and allow the student to take the next major exam.
 - The student must complete all study/remediation activities prior to the next scheduled exam.
4. A student must complete all coursework in the semester they are currently enrolled to continue to progress in the nursing program. If the student is unsuccessful in passing a course, the course must be successfully completed before continuing to the next semester coursework.

Satisfactory in All Clinical Courses:

1. A grade of Satisfactory in all clinical courses must be achieved to progress in the nursing program.
2. When clinical and didactic courses are co-requisites: both the didactic course and the clinical course must be passed to progress. A failure in one class results in a failure in the co-requisite class.
3. A student must achieve a Satisfactory (S) in a clinical course to receive a passing grade of 75% (C) or better in the associated didactic course.
4. A student must achieve 75% (C) or higher, 75% average on unit exams, and pass the final exam with a 75% or higher in a nursing didactic course to receive a passing grade of Satisfactory (S) in the clinical component.
5. Therefore, if a student makes less than 75% (C), or does not have an average of 75% on all unit exams, or does not pass the final exam with a 75% or higher in the didactic course they will also receive

Unsatisfactory (U) in the clinical course or vice versa, then they must repeat both courses and receive a passing grade in each course to progress.

6. A student cannot enter the clinical at the hospitals or other designated clinical sites unless the student is concurrently enrolled in both the clinical and didactic course simultaneously.

Clinical Attendance Policy:

1. As students' progress through the UT Permian Basin SON program, the clinical and simulation experiences assist them to apply knowledge and skills they have learned in each nursing course. A minimum number of clinical hours are required to achieve each course requirement as well as attain the standard hours set forth by the Texas Board of Nursing.
2. Students are expected to attend and participate in all scheduled simulation and clinical experiences. The UT Permian Basin SON has zero tolerance for clinical or simulation absences.
3. Students can have no more than one clinical absence a semester.
4. Attendance for all classes is mandatory. The student must be present and on time for all classroom and clinical classes. There are no excused absences. Three tardies will result in one absence.
5. A mandatory make-up day will be set by faculty based on availability.
6. In the event a student misses more than one day of clinical, including simulation lab hours, or a scheduled make-up day, this may result in course failure.
7. The SON recognizes that there may be extenuating circumstances or an illness which might prevent a student from attending clinical or simulation experiences. Students will submit documentation for each clinical absence which will be placed in their permanent file, and a make-up day will be scheduled.
8. If the student misses any scheduled clinical make-up without proper notification to faculty and/or clinical agency, the missed day will serve as an absence and the student may fail the course. As students' progress through the UT Permian Basin SON program, the clinical and simulation experiences assist them to apply knowledge and skills they have learned in each nursing course.

Professional Behavior of Caring and Respect in Classroom, Clinical Settings, University, and Community:

Faculty and students are expected to conduct themselves professionally; in demeanor, use of language, and appearance in the presence of faculty, staff, other students, patients, and visitors in the classroom, laboratory, and health care settings and in the community.

Classroom Environment:

Faculty and students are expected to uphold a classroom atmosphere conducive to learning. The faculty is committed to providing the curriculum in a manner that will prepare graduates to be successful in the health care workplace. It is expected that students will be ready to work and listen at the beginning of class and after breaks. Professional behavior means that students do not have to be called to order more than once.

Classroom Conduct:

Professional demeanor and courtesy to peers, faculty, and guests and/or guest lecturers in the classroom setting are essential to the teaching-learning experience. Classroom conduct is expected to demonstrate mutual respect between faculty, students and peers. Elected course representatives will participate in the management of peer classroom conduct.

Communication:

Communication is expected to be professional in all encounters. Foul or abusive language in the classroom, clinical setting, or university will not be tolerated. Conflicts are to be resolved in a manner that respects the dignity of every person involved.

Consequences of Unprofessional Behavior:

Student will be dismissed from the Nursing Program for unprofessional behavior or conduct that is detrimental to the university.

Disclaimer

Policy revisions made after August 31st and December 31st will be disseminated via Canvas Announcement, Handbook Addendum, and discussion by faculty in the classroom.

Students are accountable to policies herein and revisions that have been disseminated by Canvas Announcement, Handbook Addendum, and/or discussion by faculty in the classroom.

VERIFICATION OF RECEIPT
THE UNIVERSITY OF TEXAS OF THE PERMIAN BASIN
SCHOOL OF NURSING STUDENT HANDBOOK

I, _____, acknowledge that I have been informed of the
(Student's printed name)

Existence of the University of Texas the Permian Basin School of Nursing Student Handbook. I understand that I am responsible for reading and understanding all the information in this handbook. Furthermore, I am responsible for reviewing and understanding the University policies contained in the UTPB Catalog and Schedule of Classes.

These policies include, but are not limited to:

- _____ Admission
- _____ Progression
- _____ Readmission
- _____ Petition
- _____ Course repetition
- _____ Grievance policies

I am responsible for reviewing and understanding the University and the School of Nursing graduation requirements, obtaining counseling related to meeting those requirements, and submitting necessary petitions and applications for graduation and licensure in a timely manner.

I understand my responsibilities for:

- _____ Timely registration
- _____ Completion of Immunizations
- _____ Understanding Urine Drug Screen policy
- _____ Liability (malpractice) requirements
- _____ Grading policy
- _____ Required equipment
- _____ Other expenses
- _____ Student Employment
- _____ Service Learning
- _____ Name change and contact information
- _____ Professional behavior and consequences of unprofessional behavior
- _____ Unsafe/Unprofessional Behavior Report
- _____ Dress code
- _____ Clinical Behavior
- _____ Removal from class/clinical
- _____ Use of Social Media
- _____ Scholastic Dishonesty
- _____ Attendance
- _____ NCLEX-RN Success Plan.

I am responsible for safe patient care and a safe environment. In the event of illness or other legitimate absence, I am responsible for notifying both the clinical instructor and the unit to which I am assigned prior to the time of assigned care.

I understand that all medical information acquired in clinical areas is confidential and that I am prohibited from disclosing this information to any person not involved in the care and treatment of the specific patient. I agree to protect the confidentiality of patient information as regulated by the law at all times. I understand that sources of medical information include, but are not limited to,

written and electronic medical, emergency, and ambulance records; abuse reporting forms; laboratory requests and results; x-ray requests and results; and medication records. I understand that ANY breach in confidentiality, including but not limited to social media, verbal or written, may result in dismissal from the School of Nursing and may result in legal action against me.

I have had an opportunity to review and discuss the contents of the Student Handbook and I agree, as a student enrolled in the School of Nursing, to adhere to the policies and guidelines set forth. The policies and procedures are subject to change during my course of study. Notification of such changes will be announced by my course instructor; it is my responsibility to keep abreast of these changes and I will be required to sign another acknowledgement form.

(Student's printed name)

_____ Date: _____

(Student signature)

A copy of this form will be kept in the Student's file.

Addendums

**THE UNIVERSITY OF TEXAS PERMIAN BASIN
DEGREE PLAN: BACHELOR OF SCIENCE IN NURSING 2023-2024**

NAME:		SEMESTER:	
UID#:		EMAIL:	

TRANSFER CREDITS:									
FRESHMAN/SOPHOMORE 1000-2000									
JUNIOR/SENIOR 3000-4000									
TOTAL CREDITS TRANSFERRED									

More Information:
<https://www.utpb.edu/academics/programs/nursing/bs-nursing>

GENERAL EDUCATION REQUIREMENTS (42sch)

	Communication (ENGL 1301, 1302) (6sch)
	American History (HIST 1301, 1302) (6sch)
	Language, Philosophy & Culture (ENGL 2322, 2323, 2327, 2328; COMM 1301 ; PHIL 2300 (3sch)
	Mathematics (MATH 1314/ 1342 /2412)
	BIOL 1306/1106; BIOL 1307/1107
	Government or Political Science (PLSC 2305 & 2306) (6sch)
	Creative Arts (3 sch)
	COMM 1315, 1318, 1321
	Component Area: CHEM 1111 General Chemistry Lab
	Social/Behavioral Science (PSYC 1301) (3sch)

A. PRE-NURSING (27sch)

	CHEM 1311	General Chemistry (CHEM 1111 Lab is co-requisite for this)
	BIOL 2320/2121	Introduction to Microbiology & Lab
	BIOL 3350/3151	Human Anatomy & Lab
	BIOL 3352/3153	Human Physiology & Lab
	PSYC 3301	Introductory Statistics
	PSYC 3344	Lifespan & Development
	NURS 3362	Theoretical & Evidence
	NURS 3368	Pathophysiology

B. NURSING PROGRAM: (51sch)

Courses require admittance into the Nursing program (54sch)

	NURS 3460	Evidence Based Skills, Asses & Health Pro
	NURS 3461	Concepts & Evidence Based Skills
	NURS 3466	Pharmacology
	NURS 4310	Social Determinants of Health
	NURS 3370	Medical Surgical Nursing
	NURS 3371	Medical Surgical Nursing Clinical
	NURS 3240	Mental Health Nursing
	NURS 3241	Mental Health Nursing Clinical
	NURS 4250	Health Science Research Methods
	NURS 4284	Pediatric Health Nursing
	NURS 4280	Women's Health & Obstetrical Nursing
	NURS 4286	Men's Health Nursing
	NURS 4282	Geriatric Health Nursing
	NURS 4281	Family Health Clinical I
	NURS 4283	Family Health Clinical II
	NURS 4195	Integrated Leadership Clinical
	NURS 4294	Leadership: Interprofessional Collab
	NURS 4120	Nursing Capstone
	NURS 4292	Advanced Med Surg
	NURS 4293	Transition to Practice Clinical
	NURS 4290	Population Public Health
	NURS 4291	Population Public Health Clinical

GRADUATION REQUIREMENTS:

1. Read the UTPB catalog and be familiar with all requirements for the BSN degree. It is the student's responsibility to know/fulfill all requirements.
2. At least 48 sch must be taken at the upper level.
3. At least 30 of those hours must be completed at UTPB.
4. An overall GPA of 2.5 or higher for all classes taken at UTPB.
5. A GPA of 2.5 or higher in all classes counting for the degree.
6. A minimum grade of "C" in all courses counting towards the BSN, including general education core, nursing core, and electives. **All math and science courses must be completed with a grade of C or better. Exceptions are Microbiology/Lab, Anatomy/Lab, & Physiology/Lab require a grade of "B" or higher.**
7. Students who enrolled in a Texas public institution of higher education as a first-time freshman in the Fall 2007 and thereafter are **not permitted to drop more than six courses** during their entire undergraduate career (Texas Administrative Code 4.10). This limit includes all transfer work taken at a Texas institution of higher education.

MAJOR REQUIREMENTS:

The BSN degree requires a minimum of **120 sch** (121 if Math 4 sch) with at least **48** upper level credits (3000/4000) and **DOES NOT REQUIRE A MINOR**. The program consists of: (1) Pre-Nursing major; and (2) the Nursing major.

Student Signature _____ Date _____

Advisor Signature _____ Date _____

Unsafe/Unprofessional Behavior Report

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Student Name and ID # (type or print legibly)	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Course Name and Number
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Date	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Date and location of Incident(s)

This student has demonstrated behaviors that do not meet the standards of professionalism and/or safe clinical practice as identified in the policy related to professional practice for students of UT Permian Basin College of Nursing. Policy may be found in the Student Handbook and/or in the course syllabus.

Check the appropriate categories below and provide specific, relevant documentation of behavior.

1. The student's practice fails to meet the needs of the client from a biological, psychological, sociological, and cultural standpoint or fails to promote the continuity of care.

- Is unsafe when performing psychomotor/technical skills.
- Is unable to achieve therapeutic nurse-client relationships characterized by rapport, empathy, and respect
- Care includes act(s) of omission in the care of the client, or in relationships with peers, faculty or staff.
- Displays mental, physical, and/or emotional behavior(s) which negatively affect others. (Be specific)
- Other _____

Supporting documentation required: _____

2. The student's practice lacks consistency in preparation, ability, documentation, and/or communication skills either in the classroom or clinical setting.

- Attempts skills/activities without adequate preparation or assistance.
- Demonstrates inaccurate or incomplete or misleading verbal/written communication.
- Makes defamatory remarks to or about patients, faculty, staff, or classmates of UT Permian Basin College of Nursing or any of its clinical and community partners or affiliates.
- Misrepresents or falsifies actions or information
- Acts in such a way to create significant anxiety and/or stress to others.
- Is verbally abusive and/or exhibits threatening, coercive, or violent behavior toward anyone.
- Violates the boundaries of professional nurse-patient/family relationships, e.g. engages in romantic or sexual relationships.

- Is unable to maintain satisfactory relationships with others in the clinical or College setting.
- Other _____

Supporting documentation required: _____

3. The student fails to practice within the boundaries of the Texas Nurse Practice Act, the course syllabus, policies of the UT Permian Basin College of Nursing, and/or rules and regulations of the health care agency.

- Is habitually (more than 2 times) tardy or absent.
- Is suspected of being under the influence of drugs and/or alcohol in class or clinical.
- Dresses inappropriately and/or exhibits nonprofessional appearance/behavior (refer to dress code).
- Exhibits behavior that is inappropriate (i.e. sexist, racial, threatening, or demeaning, includes swearing, &/or talking in class).
- Does not maintain confidentiality.
- Ignores unethical behavior of others.
- Does not demonstrate respect for the preferences of the client.
- Requires repeated reminders of responsibilities consistent with college or agency policies.
- Other _____

Supporting documentation required: _____

4. The student lacks effort directed toward self-improvement.

- Is resistant or defensive regarding suggestions for improvement.
- Does not recognize deficiencies and the need for improvement.
- Does not accept constructive criticism or take responsibility for errors.
- Is belligerent, abusive or critical of others.

Other _____

Supporting documentation required: _____

5. The student unreasonably interferes or prevents others to freely participate in an activity,

program, or service, including the prevention of faculty/staff from carrying out their professional responsibilities.

- Persistently arrives late or leaves early.
- Talks while faculty or speakers are delivering a lecture.
- Interrupts the flow of class with questions or interjections.
- Uses computer, cell phone or other technology device inappropriately in class, lab, or clinical.
- Other: Disparaging comments made about faculty and CON in the clinical setting to nurse preceptors at local hospital.

Action Plan

Student: _____ Nursing Course: _____

Occurrence Date: _____ Faculty: _____ Place of occurrence: _____

*Description of Occurrence: _____

Contributing Factors: _____

Potential Consequences: _____

Student Comments/Plan for Improvement of Problem Area: _____

Resolution/Plan: _____

Student Signature: _____ Date: _____

Faculty/Administrator Signature: _____ Date: _____

(Presence of student signature indicates that the student has read and discussed the occurrence with the faculty member/administrator.)

Original will be given to the Dean of the College of Nursing to be placed in the student's file; copies will be given to the student, Clinical Director, Course Director, and the Simulation Center Coordinator.

Please note:

- 1. Faculty may ask student to fill out this form.***
- 2. See syllabus for further details regarding the outcome of the infraction noted on the form.***