SCHOOL OF NURSING
College of Behavioral, Social and Health Sciences

RN/BS COMPLETION PROGRAM
STUDENT HANDBOOK
2018-2019
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Welcome to the Clemson University School of Nursing RN/BS Completion Program. We want you to have a challenging, rewarding and enriching educational experience with us. This handbook serves as a supplement to the current Undergraduate Announcements. The Undergraduate Announcements is the primary source of information about academic policies to which you should refer whenever you have questions. It is the student’s responsibility to be familiar with the content of both the Undergraduate Announcements and the RN/BS Completion Program Handbook. Again, welcome to the School of Nursing and Clemson University, and best wishes in your studies!

~Clemson University School of Nursing Faculty and Staff

The School of Nursing Overview

The School of Nursing is an integral part of Clemson University, a land grant, state supported institution of higher learning. The School is committed to the purposes of the university which are teaching, research and service to the people of South Carolina, the nation, and the world. The goal of Clemson University School of Nursing is to prepare nurses for professional practice and leadership, and to advance nursing knowledge.

In a climate of rapid change in the health care system, nurses are recognized as an integral, vital part of the health care team. Nurses have more personal contact with recipients of health care than any other health care professional. In addition to being a provider of direct care and a manager of health care provided by others, nurses are advocates, teachers and counselors for health care recipients. Nurses are increasingly involved in complex decisions crucial to the health and safety of patients. As a result of these rapid changes in the health care system, the complexity of nursing practice has increased significantly, thus a broad and in-depth educational experience is needed to prepare the professional nurse of the future.

The School of Nursing contributes to the improvement of the health and quality of life of South Carolinians through its activities in teaching, research and service. Dr. Kathleen Valentine is Director of the School of Nursing and Associate Dean of the College of Behavioral, Social and Health Sciences. Dr. Ann Wetsel is the Associate Director. Dr. John Whitcomb is Director Undergraduate Programs; Dr. Stephanie Davis is Director Graduate Programs.

The College of Behavioral, Social and Health Sciences (CBSHS) is led by Dr. Leslie Hossfeld, Dean. The College of Behavioral, Social and Health Sciences is comprised of eight degree-granting units, Communication Studies, Political Science, Psychology, Sociology/Anthropology, Nursing, Parks Recreation and Tourism, Public Health Sciences, and Youth Family and Community Studies, and multiple non-degree granting units.
Clemson School of Nursing
Mission, Vision & Goals

Mission

The mission of Clemson University School of Nursing, as a scholarly center of learning, is to educate students at the baccalaureate, master’s, and doctoral levels to become healthcare professionals who advance scientific knowledge and evidence-based practice through research and outreach.

Vision

Clemson University School of Nursing will shape the future of nursing and healthcare through leadership, scholarship, and practice to optimize the health and quality-of-life for the people of South Carolina, the nation, and the global community.

Goals

* Deliver state-of-the-art education to aspiring healthcare professionals to prepare them for excellence in practice and leadership within a dynamic healthcare environment.

* Create a vibrant, interdisciplinary community of scholars who contribute to knowledge generation and dissemination, thereby shaping practice and policy.

* Engage in leadership, research, and service to optimize health and quality of life for people locally, nationally and globally.

* Increase diversity among faculty, students, and staff within a mutually respectful, professional environment.

* Expand opportunities and resources through the development of relationships with clinical, community and corporate partners, and alumni.

Accreditation

Commission on Collegiate Nursing Education (CCNE)

The baccalaureate degree program in nursing at Clemson University is accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202-887-6791.
Clemson University School of Nursing Organization Structure

Programs leading to the baccalaureate and master's degree in nursing are implemented by faculty in the School of Nursing. The PhD is interdisciplinary and based in the School of Nursing. Current Administration includes a Director and five faculty program coordinators: Undergraduate (BS, Nursing), Accelerated Second Degree, RN-BS, Graduate (MS, Nursing), & Doctorate (PhD, Healthcare Genetics).
Statement of Equal Opportunity

The School of Nursing follows the University policy in conducting its programs and activities involving admission and treatment of students, employment, teaching, research and public service in a non-discriminatory manner. “Clemson University does not discriminate against any individual or group on the basis of age, color, disability, gender, national origin, race, religion, sexual orientation or veteran’s status.”

ADA Guidelines/Requesting Accommodations

The School of Nursing complies with federal ADA guidelines. Any student who requires accommodation should contact Clemson Student Accessibility Services (SAS) at Suite 239, Class of ’56 Academic Success Center Building by phone at 864-656-6848 or by email at studentaccess@lists.clemson.edu. If a nursing student or applicant believes that he or she cannot perform required activities satisfactorily without reasonable accommodation, then he or she should register with Clemson University’s Student Accessibility Services. It is the student’s responsibility to request the accommodation in a timely manner; the university does not provide for retroactive accommodations. Upon receipt of any request for accommodation, SAS will require the student to provide the appropriate and necessary documentation to confirm the disability. Once the disability is confirmed, SAS will determine the appropriate accommodations and either provide for or arrange such reasonable accommodations, academic adjustments, and/or auxiliary aids and services for students. The student is responsible for maintaining contact with SAS and for working with faculty to plan appropriate learning experiences.
Important Contact Information

Dr. Leslie Hossfeld, Dean, CBSHS, 864.656.7640, lhossfe@clemson.edu
Dr. Kathleen Valentine, Director, School of Nursing, Associate Dean, CBSHS, klvalen@clemson.edu
864.656.7622
Dr. Margaret A. Wetsel, Associate Director, School of Nursing, 864.656.5527, mwetsel@clemson.edu
Dr. John Whitcomb, Director Programs ………………….864.250.1741 jwhitco@clemson.edu

Support Staff

Ellen Chiles M.Ed., Student Services Program Coordinator, MS, DNP and PhD Programs, 864.720-2052. achiles@clemson.edu

Cynthia Mihalchick, Student Services Program Coordinator, RN/BS, ASD, Programs, 864.720-2056
mihalch@clemson.edu

Dr. Adam McFarlane, Lead Student Services Coordinator, Undergraduate Programs, 864-720-2081
armcfar@clemson.edu

Additional Resources

Kim Hill: Learning Resource Center, Edwrds Hall 864.656.5477, kkamp@clemson.edu

Jenessa McElfresh, Nursing Resource Librarian, Cooper Library 864.656.0694, jmcelfr@clemson.edu

Mike Namaranian, CU Bookstore, 864.656.2050, mnamar@clemson.edu
# SCHOOL OF NURSING PhD PREPARED FACULTY
## 2018-2019

<table>
<thead>
<tr>
<th>Faculty Member &amp; Degree</th>
<th>School (Doctoral)</th>
<th>Clinical Specialties/Research Interests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roxanne Amerson, PhD, RN</td>
<td>Clemson University</td>
<td>Cultural Competence, Intl Nursing &amp; Health</td>
</tr>
<tr>
<td>Stephanie Davis, PhD, RN, FNP</td>
<td>USC</td>
<td>Women’s Health, Quality of Life, Breast Cancer</td>
</tr>
<tr>
<td>Jane DeLuca, PhD, RN, PNP</td>
<td>University of Rochester</td>
<td>Pediatrics, Health Comm &amp; Qualitative Research</td>
</tr>
<tr>
<td>Lisa Duggan, PhD, RN, FNP</td>
<td>USC</td>
<td>Postpartum Depression, Elective Cesarean Section</td>
</tr>
<tr>
<td>Julia Eggert, PhD, RN, GNP</td>
<td>Clemson University</td>
<td>Gerontology &amp; Cancer Detection</td>
</tr>
<tr>
<td>Tracy Fasolino, PhD, RN, FNP</td>
<td>USC</td>
<td>Complexity theory, Primary Care, Emergency Care</td>
</tr>
<tr>
<td>Nancy Meehan, PhD, RN</td>
<td>University of Texas</td>
<td>Nursing Informatics &amp; Research</td>
</tr>
<tr>
<td>Veronica G. Parker, PhD</td>
<td>MUSC</td>
<td>Bio-statistics, Risk Assessment, Health Disparities</td>
</tr>
<tr>
<td>Rosanne H. Pruitt, PhD, RN, FNP</td>
<td>University of Maryland</td>
<td>Community Health Nursing &amp; Primary Care</td>
</tr>
<tr>
<td>Mary Beth Steck, PhD, RN, FNP</td>
<td>Clemson University</td>
<td>Melanoma, Genetics, Autism</td>
</tr>
<tr>
<td>Heide Temples, PhD, RN, PNP</td>
<td>Clemson University</td>
<td>Pediatrics, Genetics, Policy, Family Planning</td>
</tr>
<tr>
<td>Shirley Timmons, PhD, RN</td>
<td>USC</td>
<td>Minority Health, Health Disparities, HIV/AIDS</td>
</tr>
<tr>
<td>Margaret Wetsel, PhD, RN, CNS</td>
<td>University of Texas</td>
<td>Psychiatric and Mental Health Nursing</td>
</tr>
<tr>
<td>John Whitcomb, PhD, RN, CCRN</td>
<td>University of San Diego</td>
<td>Critical Care, Med/Surg, Administration</td>
</tr>
<tr>
<td>Deborah Willoughby, PhD, RN</td>
<td>GA State University</td>
<td>Med/Surg and Adult Health, Diabetes</td>
</tr>
</tbody>
</table>
SECTION II: PURPOSE, OBJECTIVES & CURRICULUM INFORMATION

Bachelor of Science Program Overview

The Baccalaureate Program in Nursing at Clemson University prepares professional nurses with the knowledge and skills to think critically, communicate effectively, and to practice as nurse generalists. In collaboration and coordination with the interdisciplinary health care team, the professional nurse provides nursing care to people of all ages in diverse settings and is accountable for practice. Baccalaureate nursing graduates will be prepared to assume leadership roles in management of acute and chronic health care problems of individuals and groups as well as health promotion and prevention. The Baccalaureate nursing program is based on nursing science with support from the biological and behavioral sciences as well as the humanities, and serves as a basis for further professional development and graduate study.

Baccalaureate Program Objectives

Expectations of the baccalaureate nursing graduates are expressed in the outcome objectives of the curriculum. These are congruent with the mission, philosophy, organizing framework and professional standards. At the completion of the BS program, the graduate will:

1. Use communication skills to interact effectively and appropriately with individuals, families, groups in the community, and other members of the health care team.

2. Demonstrate personal and professional responsibility and accountability for personal nursing practice in accordance with the highest standards and codes of the profession.

3. Use critical thinking to provide community based professional nursing care for diverse populations across the life span in multiple settings.

4. Employ leadership and management skills and knowledge of health policy to enhance the quality of nursing care.
# PREQUISITE COURSES FOR
# RN-BS PROGRAM 2018-2019

<table>
<thead>
<tr>
<th>Prerequisite Course</th>
<th>Credits</th>
<th>Equivalent Clemson Course Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication and Public Speaking</td>
<td>6</td>
<td>English 1030 Accelerated Composition (3)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>COMM 1500 or COMM 2500 Public Speaking (3)</td>
</tr>
<tr>
<td>Mathematical Sciences</td>
<td>3</td>
<td>Math 2300 Elementary Statistical Inference (3)</td>
</tr>
<tr>
<td>Physical or Biological Sciences</td>
<td>20</td>
<td>Biology 2220 Anatomy and Physiology I (4)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Biology 2230 Anatomy and Physiology II (4)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Microbiology 2050 (4)</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>AND 2 of the following 4:</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Biology 1030/1050 General Biology I (4)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Biology 1040/1060 General Biology II (4)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Chemistry 1010 General Chemistry I (4)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Chemistry 1020 General Chemistry II (4)</td>
</tr>
<tr>
<td>Cross Cultural Humanities</td>
<td>3</td>
<td>Cross Cultural Humanities (3) – select from list of approved credits in prerequisite listing</td>
</tr>
<tr>
<td>Literature</td>
<td>3</td>
<td>English (3) – select from American, English, World Literature</td>
</tr>
<tr>
<td>Social Science</td>
<td>6</td>
<td>Psychology 2010 General Psychology (3)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sociology 2010 Introduction to Sociology (3)</td>
</tr>
<tr>
<td>Nutrition</td>
<td>3</td>
<td>Nutrition 2030 Principles of Nutrition (3)</td>
</tr>
<tr>
<td>Computer Skills</td>
<td>3</td>
<td>CPSC Computer Science 1200 (3)</td>
</tr>
<tr>
<td>Electives</td>
<td>15</td>
<td>College transferable courses</td>
</tr>
</tbody>
</table>

**Total= 62 hours**
*Only courses in which a grade of "C" or better is earned are considered for transfer credit

REQUIRED CLEMSON UNIVERSITY SCHOOL OF NURSING
BACCALAUREATE COURSES
RN-BS COMPLETION PROGRAM

32-35 Credit Hours Total

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing 3330, Healthcare Genetics</td>
<td>3 (3,0)</td>
</tr>
<tr>
<td>Nursing 3300, Research in Nursing</td>
<td>3 (3,0)</td>
</tr>
<tr>
<td>Nursing 3070, Family Nursing in the Community</td>
<td>4 (3,2)</td>
</tr>
<tr>
<td>Nursing 3040, Pathophysiology for Health-Care Professionals</td>
<td>3 (3,0)</td>
</tr>
<tr>
<td>English 3150, Scientific Writing and Communication</td>
<td>3 (3,0)</td>
</tr>
<tr>
<td>Nursing 4060, Issues in Professionalism</td>
<td>3 (3,0)</td>
</tr>
<tr>
<td>Nursing 4250, Community Health Nursing</td>
<td>4 (3,2)</td>
</tr>
<tr>
<td>Nursing 4050, Leadership and Management in Nursing</td>
<td>3 (2,2)</td>
</tr>
<tr>
<td>Nursing 3190, Health Assessment for RNs</td>
<td>3 (3,0)</td>
</tr>
<tr>
<td>Nursing Elective: Undergraduate or graduate level courses</td>
<td>3 (3,0)</td>
</tr>
</tbody>
</table>

- The School of Nursing must approve course choices.
- Students must have a cumulative grade point average of 3.0 to be eligible to take graduate level courses.
- Graduate courses are only offered in class at the University Center of Greenville.
- Independent study credit may be used to satisfy this requirement.

Guidelines for Independent Study

**Independent Study: Nursing 4990:** In-depth study in an area of special interest in Nursing. The student develops specific objectives and grading criteria with a faculty member who has expertise in the area of interest and submits to Director of SON for approval.

**Exemption Credit for Nursing Courses (31 credits total)**

After completion of NURS 4060: Issues in Professionalism with a B or better, students receive credit of 31 hours for course work completed during their nursing diploma or associate degree program. Credit is awarded for the following CU Nursing courses:

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing 3030, Nursing of Adults</td>
<td>7</td>
</tr>
<tr>
<td>Nursing 3120, Therapeutic Nursing Interventions</td>
<td>4</td>
</tr>
<tr>
<td>Nursing 4010, Mental Health Nursing</td>
<td>5</td>
</tr>
<tr>
<td>Nursing 4030, Complex Nursing of Adults</td>
<td>5</td>
</tr>
<tr>
<td>Nursing 4110, Nursing Care of Children</td>
<td>5</td>
</tr>
<tr>
<td>Nursing 4120, Nursing Care of the Childbearing Family</td>
<td>5</td>
</tr>
</tbody>
</table>
Total Number of hours needed to receive RN-BS: 125

CLEMSON UNIVERSITY  
SCHOOL OF NURSING  
Bachelor of Science - Registered Nurse Completion Program  
CURRICULUM PLAN

### FRESHMAN YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 1400 or CPSC 1200 (3,0)</td>
<td>CH 1020 or Biol 1040 (3,0)</td>
</tr>
<tr>
<td>STAT 2300(^1) (3,0)</td>
<td>CH 1021 Lab or Biol 1060 Lab (3,0)</td>
</tr>
<tr>
<td>Soc 2010, Intro to Sociology (3,0)</td>
<td>Engl 1030, Accelerated Composition (3,0)</td>
</tr>
<tr>
<td>CH 1010 or Biol 1030 (3,0)</td>
<td>Psyc 2010, Intro to Psychology (3,0)</td>
</tr>
<tr>
<td>CH 1011 Lab or Biol 1050 Lab (0,3)</td>
<td>Elective (3,0)</td>
</tr>
<tr>
<td>Elective (3,0)</td>
<td>Arts and Humanities (Non-Lit.) Req.(^2) (3,0)</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total:</strong> 16 hours</td>
<td><strong>Total:</strong> 16 hours</td>
</tr>
</tbody>
</table>

\(^1\) Students may substitute STAT 3300 or 3090.

\(^2\) See General Education Requirement. Three of these credit hours must also satisfy the Cross-cultural Awareness requirement.

\(^3\) NURS 3340, 4160.

\(^4\) The course is exempt if the student achieves a “B” or better in NURS 4060.

### SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Micr 2050, Intro to Microbiology or Micr 3050 Gen Microbiology (3,3)</td>
<td>NUTR 2030 or NUTR 2050 (3,0)</td>
</tr>
<tr>
<td>Arts and Humanities (Literature) Req.(^2) (3,0)</td>
<td>COMM 1500 or COMM 2500 (3,0)</td>
</tr>
<tr>
<td>Elective (4,0)</td>
<td>Elective (3,0)</td>
</tr>
<tr>
<td></td>
<td>(5)</td>
</tr>
<tr>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

### JUNIOR YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nurs 4060 Issues in Professionalism (3,0)</td>
<td>Nurs 3030 Nurs Care of Adult(^4) (3,8)</td>
</tr>
<tr>
<td>Nurs 3190 Hlth Assess for RNs (3,0)</td>
<td>Nurs 4110 Nurs of Children(^4) (2,4)</td>
</tr>
<tr>
<td>Nurs 3040 Pathophysiology (3,0)</td>
<td>Nurs 3300 Research in Nursing (3,0)</td>
</tr>
<tr>
<td>ENGL 3040 Business Writing or ENGL 3150 Scientific Writing or ENGL 3140 Technical Writing (3,0)</td>
<td>(3,0)</td>
</tr>
<tr>
<td>NURS Requirement(^3) (3,0)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

### SENIOR YEAR

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nurs (HCG) 3330 Healthcare Genetics (3,0)</td>
<td>Nurs 4050 Leadership &amp; Management Nurs (2,2)</td>
</tr>
<tr>
<td>Nurs 4030 Complex Nurs Adults(^4) (3,4)</td>
<td>Nurs 4010 Mental Health Nurs(^4) (2,4)</td>
</tr>
<tr>
<td>Nurs 3070 Family Nursing (3,2)</td>
<td>Nurs 4250 Community Nurs (3,2)</td>
</tr>
<tr>
<td>Nurs 4120 Nurs Women &amp; Fam(^4) (3,4)</td>
<td>Nurs 3120 Therapeutic Nurs Interv(^4) (2,4)</td>
</tr>
<tr>
<td></td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>16</td>
</tr>
</tbody>
</table>

TOTAL HOURS = 125

1. A minimum grade of C is required in the following courses to progress in the program: CH 1010, 1011, 1020, 1021, BIOL 1030, 1040, 1050, 1060, 2220, 2230, STAT 2300, NUTR 2030, 2050, and all courses with the NURS subject code.

2. A minimum grade-point ratio of 2.5 must be achieved in all required nursing courses for progression to the next level. The nursing GPA will include all courses with the NURS subject code.
# RN-BS Curriculum Progression

*(Subject to change)*

<table>
<thead>
<tr>
<th>Fall Entry</th>
<th>Spring Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall</strong></td>
<td><strong>Spring</strong></td>
</tr>
<tr>
<td>Nursing 3040</td>
<td>English 3150</td>
</tr>
<tr>
<td></td>
<td>Scientific Writing and Communication 3(3,0)</td>
</tr>
<tr>
<td>English 3150</td>
<td>Nursing 4060</td>
</tr>
<tr>
<td></td>
<td>Issues in Professionalism 3(3,0)</td>
</tr>
<tr>
<td>Nursing 4060</td>
<td>Nursing 3040</td>
</tr>
<tr>
<td></td>
<td>Pathophysiology for Healthcare Professionals 3(3,0)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring</th>
<th>Fall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing 3070 3 weeks</td>
<td>Nursing 3070 7 weeks</td>
</tr>
<tr>
<td>Family Nursing in the Community 4(3,2)</td>
<td>Leadership and Management in Nursing 3(2,2)</td>
</tr>
<tr>
<td>Nursing 4250 7 weeks</td>
<td>Nursing 4250 7 weeks</td>
</tr>
<tr>
<td>Community Health Nursing 4(3,2)</td>
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<td>Nursing 3330</td>
<td>Nursing 3300</td>
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<tr>
<td>Healthcare Genetics 3(3,0)</td>
<td>Research in Nursing 3(3,0)</td>
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<tr>
<td>Nursing 3190</td>
<td>Nursing Electives</td>
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<tr>
<td>Health Assessment for RNs 3(3,0)</td>
<td>Undergraduate and Graduate Options</td>
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<tr>
<th>Summer</th>
<th>Fall</th>
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<tr>
<td>Nursing 4050</td>
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<tr>
<td>Leadership and Management in Nursing 3(2,2)</td>
<td>Family Nursing in the Community 4(3,2)</td>
</tr>
<tr>
<td>Nursing 3300</td>
<td>Nursing 4250 7 weeks</td>
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<td>Research in Nursing 3(3,0)</td>
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</tr>
<tr>
<td>Nursing 3330</td>
<td>Nursing 3300</td>
</tr>
</tbody>
</table>

*Graduate courses are offered in a hybrid format only and require in class attendance.

## Potential Graduate Courses for RN Students

- NURS 8010 Advanced Family and Community (3 credit hours - spring only course)
- NURS 8040 Knowledge Development in Nursing (2 credit hours – fall only course)
- NURS 8090 Pathophysiology (3 credit hours – fall and summer course)
- NURS 8270 Foundations of Nursing Education (3 credit hours – spring only course)
- NURS 8500 Nursing Informatics (3 credit hours – spring only course)
School of Nursing Course Descriptions

NURS 3040 Pathophysiology for Health Care Professionals 3(3,0) Focuses on disease mechanisms and recognition of the manifestations of these mechanisms in body systems. Discussion also includes pharmacologic and mechanical interventions commonly associated with specific disease processes and application to patient-care situations. Preq: BIOSC 223.

NURS 3070 Family Nursing in the Community 4(3,2) Bridge course for registered nurse students which focuses on nursing care of families across the lifespan in the context of the community. Major emphasis is on practice activities to assist individuals in achieving or maintaining wellness in the family, home, and community environments. Preq: Admission to RN-BS program.

NURS 3190 Health Assessment For RNs 3(3,0) Demonstrate health assessment of well or ill individuals. Emphasis is on data collection as a basis for critical thinking in nursing practice.

NURS 3300 H3300 Research in Nursing 3(3,0) Introduction to conceptual frameworks, models, and theories related to nursing. Analysis of reported research in nursing and related disciplines. Ethical, moral, and legal issues are discussed in relation to nursing research. Preq: NURS 310, 312, 320 or admission to RN/BS program.

NURS 3330 Health Care Genetics 3(3,0) Focuses on the new genetics and the implications for health care professionals. Discussion includes applications of the evolving genetics technology and services to changing life stages. Issues of ethics relevant to various genetic disorders are also addressed. Preq: BIOSC 223

NURS 4050 Leadership and Management in Nursing 3(2,2) Focuses on the role of the professional nurse in managing nursing care. Theories and research related to leadership, power, management, organizations, regulation, and ethics are discussed. Directed laboratory experiences are provided. Preq: NURS 401, 411, 412, or admission to RN/BS program.

NURS 4060 Issues in Professionalism 3(3,0) Analysis of the development of professional nursing. Consideration of educational issues, legal and economic issues, health policy, leadership, cultural variations, and the influence of values in ethical decisions and nursing practice. Preq: Admission to RN/BS program.

NURS 4250 Community Nursing 4(3, 2) Consideration of health promotion activities for groups within the community with emphasis on community assessment, screening, and health teaching/counseling. Practice activities are related to health promotion in population groups and nursing care of homebound clients. Laboratory settings include homes, schools, industries, public health department, and other community agencies. Preq: Admission to RN-BS program.

NOTE: The ratio of clock to clinical credit hours is two to one (2:1) in the RN-BS program.
Grading Policies for Undergraduate Nursing Courses

The following policies have been implemented by the School of Nursing Faculty:

1. Grade Scale:
   - A = 90-100
   - B = 80-89
   - C = 75-79
   - D = 70-74
   - F = Below 70

2. Nursing course grades are determined by the numerical score earned in the classroom and Pass/Fail in the clinical laboratory. In order to pass the course, a student must earn a minimum of 75 in the class and a Pass (P) in the clinical laboratory.

3. Rounding up: The School of Nursing requires that students achieve a minimum grade of 75 before any grade can be “rounded up.” For example, 74.9 does not round up to 75. After the student has achieved a minimum grade of 75, the choice to round up lies with the faculty member in charge of the course.

Approved by the School of Nursing Faculty Spr 2000/Reviewed Fall 2014

Progression Requirements

The following progression requirements apply to all undergraduate students in the School of Nursing:

- A minimum grade of “C” is required for all nursing courses. Students may repeat a nursing course one time only.
- Upon failure of a the same course, or of a second nursing course, students will no longer be eligible to continue in the nursing program
- A minimum grade point ratio of 2.5 is required for registration in each clinical nursing course.
Transfer Credit Evaluation

When students are accepted into the RN-BS Program, they are responsible to ensure that all courses are officially evaluated for transfer. Students will receive a Transfer Credit Evaluation form from University Admissions when they are officially accepted.

For any course not listed on the Transfer Course Equivalency List (TCEL), a designated faculty member from the course’s home department must evaluate the course for transfer credit. In this case, the student will be required to provide a course description from the sending institution. The most efficient way to get courses evaluated is by attending a Transfer Orientation Session where all Department Heads are present.

When all courses are approved for transfer, the transfer evaluation will be reviewed by the RN-BS Student Program Coordinator. In the case where a course does not transfer, the student will be required to take the course to meet degree requirements.

All students must complete 32 credit hours of study at Clemson University in order to meet residency requirements.

Students are responsible for ensuring that all course work in their curriculum plan is completed for graduation.

Residency Requirement

Upper division nursing courses must be taken at Clemson University in order to meet the university’s Residency Requirement. These courses cannot be challenged on the basis of examination or work experience (Approved by School of Nursing Faculty April 26, 1996).

Although many RN’s have years of experience that will support their knowledge base, these courses are designed to provide a theoretical and experiential framework for professional practice and will serve as a foundation for courses in the graduate program.

Clinical Course Requirement

Only Registered Nurses may enroll in clinical courses offered in the RN/BS Completion Program.

Recommended Technology Capabilities

- Windows or Macintosh operating system
- Internet access
- Highly recommended to have Cable modem or DSL
- Internet Explorer, Mozilla Firefox, or Safari
- Microsoft Office
- Macromedia Flash Player
- Web camera
- Microphone, headphone
- Computers are also available in the University Center library
Educational Recommendations from Faculty

RN/BS students are busy professional people who are juggling many things in their lives. However, to have a successful educational experience it is recommended that students plan to spend 2-3 hours of study time for each ONE hour of course credit. For example, if a student is taking 9 credit hours, it is expected that the student will spend 18-27 hours per week studying, reading, participating in discussion boards, taking online quizzes and working on papers and projects.

Distance Education Guidelines

The School of Nursing uses the Canvas Learning Management System to facilitate online education. Students are expected to actively participate in all online assignments to be successful in their courses. Canvas can be opened by

1. Opening the internet browser to Clemson at [www.clemson.edu](http://www.clemson.edu)
2. Select the Student link
3. Select the Canvas menu option
4. Login with the Clemson University name and password
5. Click on the course at the welcome page
6. Enter the Canvas classroom

Instructors may require synchronized or asynchronous participation. Synchronous participation requires that students participate with each other and/or the instructor at the SAME TIME. Asynchronous participation requires that students participate at different times, but read and assimilate information from one another’s postings.

Instructors may require various levels of online participation. For example, one instructor may require students to log into Canvas 3 times per week while another instructor may require 4 times per week.

Netiquette

Remember when communicating electronically that the person at the other end cannot see your facial expression nor perceive other indicators of your intended emotional expression. Therefore, things can be taken out of context and the reader of the communication may misconstrue what the writer intended. A message may be seen as angry or judgmental when it was not intended to be that way. Please be mindful of all your communication using email and Canvas

Using all capital letters may be interpreted as shouting. Be sure that any use of humor can be interpreted as humor and that it is not offensive in any way. Keep critiques constructive. Do not be antagonistic. Do not plagiarize. Be professional at all times.
Canvas Course Setup

Instructors will use Canvas as they deem appropriate for each course. Each instructor will review the setup of his/her course and requirements for discussion boards, participation, deadlines for participation, etc. Please refer to each syllabus for guidelines.

Communication with Instructors

Please remember that instructors teach multiple courses in multiple programs, in multiple locations, and in multiple formats. Students and faculty should respond to electronic communications within 48 hours, excluding weekends and holidays. Make sure to include a subject in the subject line.

Phone calls to instructors should be made after other attempts to communicate with faculty have been unsuccessful or for emergencies. Adhere to hours provided in each course syllabus. Phone calls should be returned within 48 hours, excluding weekends and holidays also.

Helpful Websites

Clemson University  http://www.clemson.edu
Help with technology http://www.clemson.edu/ccit or 864-656-3494
Library services http://www.lib.clemson.edu
Registrar’s office http://www.registrar.clemson.edu
Financial aid http://www.clemson.edu/financial-aid/

CU Counseling and Psychological Services: https://www.clemson.edu/campus-life/student-health/caps/CAPS Phone #’s: 864-656-2451 (business hours); CAPS After Hours: 864-656-2222 (ask for the CAPS on-call counselor)
SECTION III: ADVISING, REGISTRATION, & POLICIES AND PROCEDURES INFORMATION

Advising and Registration
Students will be advised each semester by the Student Services Coordinator of the RN-BS Program or his/her designee. Courses specifically designed for the RN student are offered in an online format only. Approval to add or drop a course must be obtained from your advisor.

Email Forwarding
Students receive a clemson.edu email address as part of initial enrollment. This email is used to convey important information about coursework, etc. It is the student’s responsibility to regularly check this email and/or forward this email to a preferred home and/or work address. Directions for forwarding emails appear on the Clemson homepage at www.clemson.edu/ccit/.

Student Records and Confidentiality
Academic records for purposes of advising are maintained in the Office of Student Services. The School of Nursing will not release information to a third party without the written consent of the student.

Summer School
Completion of the RN/BS program within the 1 year time frame requires that the student enroll in a summer session. Most courses are offered both fall and spring semesters to facilitate progression of students in their programs of study, however NURS 4050, NURS 3300, and RN/BS electives are offered in the summer only.

To facilitate the completion of required nursing electives, elective courses are offered during the summer sessions. Students not interested in taking graduate classes are encouraged to enroll in these summer course to complete their electives.

Guidelines for Expressing Student Concerns
Students’ concerns or complaints about the RN-BS Program should be handled in a professional manner. Discussion of these issues should be based on facts and should be conducted using a collegial, problem solving approach. An attempt should be made to resolve the issue in a manner which is satisfactory, yet maintains the integrity of the Nursing Program. If the issue(s) cannot be resolved through the procedures below, a formal grievance may be filed. (Please see Undergraduate Announcements).

Issues involving a course, such as quality of instruction and fairness and equity in awarding grades should use the following procedures:

1. If the issue(s) concerns a single course, the student should make an appointment with the course instructor and attempt to come to an amicable resolution.
2. If the issue cannot be settled at the course level, an appointment should be made to discuss the issue with the Director Undergraduate Programs Dr. John J Whitcomb, 864.656.1741.
3. If the issue cannot be settled with the Director of Undergraduate Programs, an appointment should be made to discuss the issue with the Associate Director of the School of Nursing, Dr. Margaret Wetsel.
4. If previous discussions do not resolve the issue, an appointment should be made with the Director and Associate Dean of the School of Nursing, Dr. Kathleen Valentine.

Issues involving the RN/BS Program such as curriculum, sequencing and scheduling of courses should begin with step 2 above.
Academic Integrity Policy

Clemson University Academic Integrity Statement: As members of the Clemson University community, we have inherited Thomas Green Clemson's vision of this institution as a “high seminary of learning.” Fundamental to this vision is a mutual commitment to truthfulness, honor and responsibility, without which we cannot earn the trust and respect of others. Furthermore, we recognize that academic dishonesty detracts from the value of a Clemson degree. Therefore, we shall not tolerate lying, cheating or stealing in any form (http://www.clemson.edu/academics/integrity/).

The Academic Integrity policy states that plagiarism “includes the copying of language, structure or ideas of another and attributing the work to one’s own efforts” (Undergraduate Catalog). The definition of plagiarism does not differentiate between deliberately using someone else’s work without attribution or doing so unintentionally. **Both are plagiarism!**

Some common forms of plagiarism are:

- Directly reproducing or paraphrasing someone else’s work (published or unpublished), including insights and opinions, without attribution, regardless of length.
- Failing to clearly identify quoted material by using quotation marks (for short sections) or block text (for larger sections).
- Directly quoting your own text from previous projects or papers, without attribution. Plagiarism also includes using someone else’s ideas, art, figures, tables, maps, charts, diagrams, and so forth, even if you recreate or reformat the material.

An exception is made for material that is common knowledge. If information is readily available from general reference sources in the chosen field, or if the information appears undocumented in several sources, it may be common knowledge. Whether material is common knowledge is often a judgement call. If in doubt err on the side of caution and cite the source. Never copy text of any kind and use it as your own.
Code of Conduct

Students of Clemson University School of Nursing are expected to demonstrate professional conduct in both the clinical and classroom settings. Students will demonstrate professional conduct by:

- Participating in and completing all class and clinical activities.
- Meeting course deadlines.
- Completing all clinical experiences in a professional manner (dress, timeliness, communication, etc)
- Maintaining respectful, constructive verbal and non-verbal interactions with faculty, peers, and clinical agency personnel.

Civility Statement

Students of Clemson University RN/BS students are expected to demonstrate professional conduct in both the online classroom and the clinical settings. Students will demonstrate professional conduct by:
Maintaining respectful, constructive verbal and non-verbal interactions and written communication with faculty, peers, and clinical agency personnel.

Students who fail to meet the above expectations will receive a written reprimand specifying the problem behavior and expected behavior change. The faculty member will clarify expectations and obtain the student’s acknowledgement of expectations. A copy of the reprimand will be maintained in the student’s file. A second written reprimand regarding any of the above behaviors will result in the student’s final grade being dropped by one letter grade. A third breach of the above code of conduct will result in the students being dropped from the course. If the student has inadequate withdrawal hours or if the date is past the drop date, the student will be awarded a D in the course.

Breach of the following expectation on even one occasion may result in failure of the course: Students are always expected to be truthful and honest. Cheating and/or providing false information to faculty members or clinical personnel will not be tolerated and can result in dismissal from the Nursing Program.

Approved by the SON faculty October 21, 2012
Clemson University School of Nursing Social Media Policy

Adapted from *White Paper: A Nurse’s Guide to the Use of Social Media*; 2011, p. 3; National Council of State Boards of Nursing

Awareness and caution are required to avoid inadvertently disclosing confidential or private information about patients. All Clemson University School of Nursing students are expected to comply with the following requirements related to the use of social media.

- First and foremost, nurses and nursing students must recognize that they have ethical and legal obligations to maintain patient privacy and confidentiality at all times.
- Students are strictly prohibited from transmitting by way of any electronic media any patient-related or facility related information and/or images. In addition, students are restricted from transmitting any information that may be reasonably anticipated to violate patient rights to confidentiality or privacy, or otherwise degrade or embarrass the patient.
- Do not share, post, or otherwise disseminate any information, including images, about a patient or information gained in the nurse-patient relationship or within your clinical facility with anyone.
- Do not identify patients by name or post or publish information that may lead to the identification of a patient. This includes any information about the patient: name, address, age, gender, diagnosis, room number, admission date, discharge date, date of birth or death, date of care, or anything else. **NO PATIENT OR FACILITY RELATED INFORMATION CAN BE POSTED ON SOCIAL MEDIA!!** Limiting access to postings through privacy settings is not sufficient to ensure privacy.
- Never refer to patients in a disparaging manner, even if the patient is not identified.
- Do not take photos or videos of patients on personal devices, including cell phones.
- Maintain professional boundaries in the use of electronic media. As with 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.
- Do not post any information regarding work related issues. Do not even post seemingly innocuous information such as “It was a busy day”. Such information could be used in a lawsuit to imply various things about the work environment.
- Promptly report any identified breach of confidentiality or privacy to your instructor and lead teacher.
- Be aware of and comply with facility policies regarding use of employer-owned computers, cameras and other electronic devices and use of personal devices in the work place.
- 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. **DO NOT POST ANY INFORMATION WITH REFERENCE TO YOUR SPECIFIC CLINICAL EXPERIENCE.**
- Do not post content or otherwise speak about employer or facility.

**Summary of CU SON Social Media Policy:** Do not post any clinical, patient, or facility related information on any social media: DOING SO WILL RESULT IN DISCIPLINARY ACTION, UP TO AND INCLUDING DISMISSAL FROM THE CLINICAL, THE SCHOOL OF NURSING AND/OR CLEMSON UNIVERSITY.
Clinical Laboratory Requirements

All nursing students are required by the School of Nursing and clinical agencies to meet specific requirements in order to enroll in nursing courses with a clinical lab. A student information form is provided for submission of documentation of having met these requirements. The form along with copies of all required documentation must be received by the School of Nursing Office at the University Center of Greenville Nursing Suite by the stated deadlines. **If all documentation is not received by the deadline, the School of Nursing will drop those students from all nursing courses.** Students who are dropped must submit all documentation before being added back to the courses during late registration. Students who do not comply with the stated requirements will not be allowed to enroll in or attend any clinical nursing labs.

From time to time, new requirements may be added and student may be required to complete and submit new forms or to complete such requirements on line as instructed. Submission dates may vary and students will be notified by the student services coordinator of required deadlines.

**Please note that Redfern Health Center requires separate documentation, even for online students.**

**Please contact Redfern for their requirements. Providing documents to Redfern does not meet the requirements for Nursing. You must submit the required documentation to the RN-BS Student Services Coordinator or designee.**

Helpful Suggestions for Completing Clinical Laboratory Requirements:

- Please do not turn in original copies of documentation. Please turn in copies with your Student Information Sheet and keep the originals in a file in your possession.
- Remember the deadlines and make certain you have turned in everything to avoid being dropped from your nursing courses.
Clemson University School of Nursing Health Requirements Checklist

- **PLEASE NOTE THAT REDFERN HEALTH CENTER ON CAMPUS REQUIRES SEPARATE DOCUMENTATION.**

<table>
<thead>
<tr>
<th>Acceptable required documentation includes:</th>
<th>Please return all health requirements to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Copy of vaccination or immunization record</td>
<td>Melissa Gray <a href="mailto:mgray7@clemson.edu">mgray7@clemson.edu</a></td>
</tr>
<tr>
<td>Copy of laboratory report</td>
<td>Clemson School of Nursing</td>
</tr>
<tr>
<td>Form signed by health care professional</td>
<td>605 Groove Rd</td>
</tr>
<tr>
<td></td>
<td>Greenville, SC 29605</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Submit ONCE</th>
<th>Submit Initially UPDATES REQUIRED</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Acknowledgement of Polices &amp; Expectations Form</td>
<td>☐ PPD (Tuberculosis screening): Initial test must be a two-step PPD (two injections placed 1 to 3 weeks apart) unless the student has documentation of yearly PPD screenings.</td>
</tr>
<tr>
<td>☐ Student Information Form</td>
<td>☐ Thereafter, students submit documentation of single PPD screening yearly</td>
</tr>
<tr>
<td>☐ Alcohol/Drug Policy/Drug Screening Form</td>
<td>☐ If PPD is positive, or if completing INH, a Chest X-ray is required before entering the first clinical Experience. The X-ray should be done no more than 3 months prior to the first clinical experience. Annual submission of the “Symptom Checklist”.</td>
</tr>
<tr>
<td>☐ Arcpoint Form: Take form to Arcpoint when you go for your drug screen and they will send results to School of Nursing.</td>
<td></td>
</tr>
<tr>
<td>☐ Hepatitis B: Submit documentation of Hepatitis B immunization or titer indicating immunity.</td>
<td></td>
</tr>
<tr>
<td><strong>Immunization</strong> – Documentation of series of 3 shots</td>
<td>☐ <strong>Annual Flu Immunization:</strong> Our clinical facilities are now requiring documentation of the annual immunization against the flu. Submit documentation yearly by October 1st.</td>
</tr>
<tr>
<td><strong>Titer</strong> – If you had HBV immunization more than 5 years before the date you enter clinical, a titer is strongly urged. If the titer is negative, the student should have a booster.</td>
<td></td>
</tr>
<tr>
<td>☐ Health Insurance: Must be current at all times while enrolled in nursing courses. Photocopied documentation required at start of program and <strong>If there is a change in policy, you must resubmit.</strong></td>
<td></td>
</tr>
<tr>
<td>☐ Td or Tdap (Tetanus/Diphtheria/Pertussis): Submit documentation of immunization. If the last dose of Td (Tetanus/diphtheria) is greater than two years prior to the date you enter clinical, Tdap is recommended.</td>
<td></td>
</tr>
<tr>
<td>☐ MMR (Measles, Mumps, Rubella): Series of 2 doses of vaccine on or after first birthday.</td>
<td></td>
</tr>
<tr>
<td>☐ Varicella/Chicken Pox: Submit documentation of date of two-dose varicella immunization, or positive titer showing immunity. <strong>Report of having had the disease is not acceptable documentation</strong></td>
<td></td>
</tr>
<tr>
<td>☐ HIPAA Compliance/Bloodborne Pathogen Training: Documentation from employer.</td>
<td></td>
</tr>
<tr>
<td>☐ Federal Background Check: <a href="http://www.srandi.com">www.srandi.com</a></td>
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</table>

- **Health Requirements Policy:**
  - **Background Check:** You must submit a background check. You cannot work until the background check is cleared. If your criminal history shows any of the following crimes, you will not be able to work in our clinical facilities: serious or violent crime, drug related crime, theft, larceny, or convictions for driving while intoxicated.
  - **Pathogen Training:** The University requires that each student complete a Pathogen Training course at the University of North Carolina-Greensboro. 
  - **Liability Insurance:** Submit documentation (i.e. policy face sheet) stating coverage of a current $1 million per occurrence and $6 million aggregate, and policy effective dates. Update yearly thereafter. www.proliability.com or www.NSO.com are normally used by students.
  - **RN License:** Copy of current SC nursing license. Submit renewal every 2 years in April.
STUDENT INFORMATION FORM  
Compliance with RN-BS Clinical Requirements

Name: _____________________________ XID# __________________

Address: _______________________________________________________

Home Phone: _______________________________ Clemson email: ____________________________@clemson.edu

Work Phone: _______________________________ Personal email: ____________________________

Emergency Contact: ____________________________________________

Relationship: _______________________________ Telephone of Emergency Contact: _______________________

Address of Emergency Contact: ____________________________________________

___ Acknowledgement of Policies Form  ___ Alcohol/Drug Screening Form  ___ HIPAA Compliance Training
___ Hepatitis B Injections (series of 3) or titer  ___ Bloodborne Pathogen Training  ___ South Carolina RN License
___ Health Insurance  ___ PPD/TB
___ Td or Tdap (Tetanus/Diphtheria/Pertussis)  ___ CPR Certification
___ MMR (series of two)  ___ Annual Flu Immunization
___ Varicella/Chicken Pox (HO not acceptable, titer needed)  ___ Certificate of Flu Liability Insurance
___ Federal Background check
___ Ten-panel drug screen (arcpoint $20)

I have provided the above information to the best of my knowledge and belief. I have been advised and agree to hold in confidence all patient related information of which I become knowledgeable, either directly or indirectly as a result of my learning experience within the hospital or agency that I have been assigned.

Signature: ____________________________________________ Date: ____________________________

ABUSE OF DRUGS AND/OR ALCOHOL POLICY

I have read and understand the School of Nursing policy and procedures governing use and/or abuse of drugs and/or alcohol and am aware of the penalties which may result from behavior described by this policy.

Signature: ____________________________________________ Date: ____________________________

SCHOOL OF NURSING HANDBOOK

I have read the student handbook and understand the School of Nursing policies.

Signature: ____________________________________________ Date: ____________________________
Nursing Student Acknowledgement of Policies and Expectations

- I must **pass all science and nursing courses with a minimum grade of “C”** or better for progression to the next level.
- I must maintain an **overall grade point ratio (GPR) of 2.5** or above to remain in the nursing curriculum. **If my overall GPR falls below 2.5, I will no longer be eligible to continue in the nursing curriculum.**
- I must maintain a **2.5 GPR in my required nursing courses** to be eligible to continue in the nursing program. **If my Nursing GPR falls below 2.5, I will no longer be eligible to continue in the nursing program.**
- I can **repeat** the same nursing course **one time only.** A grade of “w” counts as my first attempt. Additionally, I can **repeat only one nursing course.** Upon a **second failure of the same course OR failure of a second nursing course, I will not be eligible to continue in the nursing program.**
- I must **pass the didactic and clinical** components to pass all clinical courses.
- A criminal background check is required before entering clinical courses and a negative result is expected. I understand that my clinical placement and/or licensure may be affected by information revealed through a criminal background check. Access by visiting [www.sled.sc.gov](http://www.sled.sc.gov)
- I must **satisfy all clinical requirements** prior to attending any clinical course. **If all documentation is not received by the deadline and kept current throughout the semester, The School of Nursing will drop me from all nursing courses for which I have not submitted documentation.**
- I understand that the Nursing RN-BS Undergraduate Handbook contains information for which I am held accountable and that I must review the Handbook at the beginning of each academic year.
- I understand that the policies set forth in the Handbook are binding and that breach of these policies can have consequences ranging from a written warning to dismissal from the program.

I have read and understand this School of Nursing Contract and I agree to abide by the terms therein.

____________________________________  _______________________
Student’s Full Name (please print)       CUID Number

____________________________________  _____________
Student Signature                      Date
Additional Health Requirement Information

- Completing your health requirements by the assigned due dates is a professional responsibility expected of all students. Failure to meet all health, certification, and documentation requirements by the designated deadlines will prevent the student from beginning or continuing in the nursing program. The student may be dropped from all nursing courses. Reinstatement to nursing courses will depend on space availability.

- Please make copies of all documentation required, keep originals in your files, and turn in copies of documentation to the School of Nursing at UCG.

- Students are encouraged to report any physical or psychological changes that may impact their ability to progress in the nursing program to their faculty advisor.

- Immunizations prevent thousands of deaths each year and prevent countless disabilities. When receiving immunizations, care should be taken to read recommendations, contraindications and risks for each immunization. If an immunization is contraindicated due to allergy, disease or pregnancy, written verification of the vaccination contraindication must be submitted to the SON with signature of health care provider and student.

- Meningococcal vaccine is recommended in addition to the required vaccines. Students should have one meningococcal vaccine in the dose and route specified by manufacturer.

Health Protection Policy for Faculty and Students

All students and faculty are expected to provide quality care to all clients whatever their diagnosis. Faculty and students must be aware of policies and procedures to reduce the risk of infection to self and others.

Students with special health concerns that may place them at risk during clinical experiences should discuss their situations with the Lead Teacher for the clinical course prior to the beginning of the clinical experience. These students may be required to submit medical clearance with specific guidelines for their clinical experiences. Students who are unable to provide clinical care without undue risk may be required to delay taking clinical courses until they are safely able to do so.
Student Policy Governing Use and/or Abuse of Drugs and/or Alcohol

Use of substances which interfere with the judgment and/or motor coordination of students of the School of Nursing pose unacceptable risks for patients, the University, the faculty and health care agencies. Therefore, use of alcohol, use of illegal drugs and/or the misuse of legal therapeutic drugs by nursing students while engaged in any portion of their educational experience are strictly prohibited. Furthermore, nursing students are strictly prohibited from being under the influence of alcohol or any drug while engaged in any portion of their formal educational experience.

Any faculty member who suspects a student in violation of this policy is required to take action. The actions to be taken are spelled out in the procedures which follow. Students are required to read and acknowledge by signature that they understand this policy. Parents or guardians of students will be informed of the policy.

As this policy refers to positive drug/alcohol screen procedures, the following definitions of positive will be used:

- Screen results indicating use of an illegal drug;
- Screen results indicating non-therapeutic drug level of prescribed or non-prescribed drugs;
- Screen results indicating presence of alcohol in blood.

Any one or more of the following behaviors may constitute evidence that a student is under the influence of alcohol or drugs;

- Observable lack of motor coordination without reasonable explanation. Such behavior must be described objectively by the person making such observation;
- Incoherent speech without reasonable explanation;
- Inappropriate decision-making behavior without reasonable explanation. This behavior must be described objectively by persons making such observations and must clearly be inappropriate based upon reasonable expectations of students at the same academic level.
- Odor of alcohol detected from a maximum distance of the feet on breath of student.

Drug and/or Alcohol Abuse Policy Procedure

1. If the clinical agency reports suspicion that a School of Nursing student has violated any provision of this policy, the faculty member in charge will make arrangements for the student to leave the clinical area immediately. In all cases, the student may not participate in any clinical laboratory experience until an appropriate plan of action has been identified.

2. Subsequent to an immediate preliminary investigation by the Director or designee, the incident will be reported to the Dean, CBSHS. After review by the Dean, one of the following actions will be taken:
   a. The student will be allowed to continue attendance at clinical laboratories without penalty and no further investigation will take place.
   b. A faculty/administrative committee will be appointed to investigate the incident, and the student will be asked to submit to an immediate drug/alcohol screen.
3. If the student is asked and agrees to submit to a drug/alcohol screen and the test results are negative; the student will be allowed to resume the clinical laboratory experience without penalty. The Dean will notify the faculty/administrative committee that the matter has been resolved, and no further action is required.

4. If the student is asked and refuses to submit to a drug/alcohol screen, or if the student submits to the screen and the results are positive (on a second retesting after an initial positive), this information will be given to the faculty/administrative committee conducting the investigation.

5. After its investigation, the faculty/administrative committee will consult with and make a recommendation for a plan of action to the Dean. The plan of action ultimately decided upon may include, but is not limited to, one or more of the following:
   a. The student may be allowed to resume participation in clinical laboratory experiences.
   b. The student may be required to enroll and successfully complete and approved in-patient and/or out-patient substance abuse program.
   c. The student may be required to repeat any nursing course when a significant portion of the clinical laboratory experience has been missed.
   d. The student may receive a failing grade in any nursing course in which a significant portion of the clinical laboratory experience has been missed.
   e. The student may be barred from further participation in clinical laboratory experiences.

The ultimate decision on a plan of action to be followed will rest with the Dean. Students are reminded that participation in clinical laboratories is necessary to pass clinical nursing courses and two successive failures of a nursing course will bar a student from repeating the course.

All students in nursing will be expected to abide by the policy. Notification of failure to adhere to the policy will be made to the State Board of Nursing for the state in which the student is licensed to practice nursing, if appropriate. All information related to these procedures will be held in confidence and released only in those instances required by University, School of Nursing and/or appropriate State Board of Nursing policy. Reviewed 5/21/10

See also University Student Handbook for University policy on drug use.
Understanding of Alcohol/Drug Policy & Permission for Drug Screening

I have and understand the Alcohol and Drug Policy and agree to the drug screen guidelines. I hereby release the designated testing agency and its director, Clemson University, the School of Nursing and faculty from any claim in connection with the drug screening guidelines. I understand that in the event any legal action is taken as a result of the drug screening guidelines, confidentiality may no longer be maintained. I further understand that I will be subject to drug tests while enrolled in the School of Nursing. A positive drug screen or refusal to submit to testing will result in dismissal from the School of Nursing.

Print Name ________________________________________________________________________________

Signature ________________________________________________________________________________

Signature Date ________________________________________________________________________________

*Witness Name Printed ______________________________________________________________________

Witness Signature __________________________________________________________________________

Signature Date ________________________________________________________________________________

Approved by faculty 9/19/14
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Clinical Laboratory Dress Code

The dress, personal appearance and hygiene of our students create an impression, either favorable or otherwise, on patients and the community.

The policy specific to clinical laboratory dress code was developed for the purpose of easy identification of students in the clinical area. The following dress code applies in all clinical areas except psychiatry* (i.e., medical, surgical, obstetrics, pediatrics, community health).

Clinical Dress Code for RN Students:

Students should dress professionally and wear professional white lab coats with the Clemson student identification card displayed as required by the clinical agency. Students are not to wear colognes, perfumes, lotions, or other strong scents to clinical sites. You may be asked to leave for any violations of the dress code.

Students should report to course lead faculty any clinical site that does not provide an effective, hands on, interactive learning experience which includes, assessment, diagnosis, and clinical management of patients.

Statement of Unsafe Clinical Practice

Practice may be considered unsafe when a student fails to use the nursing process effectively by engaging in one or more of the following activities:

1. Failure to recognize the need for assistance when unprepared for nursing action.
2. Failure to take nursing action when such action is essential to the health and safety of the client.
3. Attending clinical laboratory while under the influence of alcohol or drugs.
4. Failure to recognize the influence of own attitudes and behavior on care of clients.
5. Lying or deliberately giving inaccurate information regarding nursing care.
6. Performing nursing activities which are detrimental to the health and safety of the client.
7. Failure to assume responsibility for completing nursing actions.

Reviewed 5/21/11

Guidelines for Evaluation of Student Clinical Performance

1. Students should expect to be provided with criteria for evaluation for each assignment which is to be graded.
2. Students should expect that faculty will collect and retain such evidence of student performance as is necessary for fair and accurate formative and summative evaluation.
3. Students should expect that faculty members will return clinical written work in such time to insure their use in the evaluation process.
SECTION IV: SCHOOL OF NURSING FACILITIES, RESOURCES AND STUDENT ORGANIZATIONS

Clinical Learning and Resource Center Services Guide

www.clemson.edu/centers-institutes/clrc/

The Clinical Learning and Research Center (CLRC) will support current and anticipated instructional, research, and service programs of the College of Behavioral, Social, and Health Sciences. The primary focus of support is for the faculty, staff, and students of the School of Nursing and the Department of Public Health Services. For information, contact Kim Hill kkamp@clemson.edu or 864.656.5477. The fax number is 864.656.5476.

Services Available at the University Center (UCG)

Virtual Library at the University Center: The F.W. Symmes Library and Media Center is open to all students, faculty, and staff. Workstations and group study rooms are available during library hours. We offer electronic databases and access to all participating university libraries.

Online Catalog: Web-based access to online catalogs of all member libraries is available with the usual subject, author, title and keyword searching. If a book is needed, it can be requested through interlibrary loan and delivered to the Library or to the student or faculty member.

Online Indexes/Directories: A variety of online databases are available for searching magazine and journal articles. Each university represented at the University Center provides remote access to different selections of indexes, directories, and full-text databases to their own students. Copies of articles for research can also be requested through the document delivery system at no charge. In addition to databases provided by member libraries, the Library also has access to several full-text journal databases and online encyclopedias.

For library hours and additional information, www.ucgreenville.org/facilities-a-services/library-services.html.

Connection to the Clemson University Libraries Catalog & Databases go to www.clemson.edu/library/
Sigma Theta Tau International, Gamma Mu Chapter

Sigma Theta Tau is the international honor society of nursing with chapters at schools and colleges of nursing throughout the United States and world. Gamma Mu Chapter was installed at Clemson University in the Spring of 1978. Its purposes are those of the international organization:

- to recognize superior achievements
- to recognize the development of leadership qualities
- to foster high professional standards
- to encourage creative work
- to strengthen commitment to the ideals and purposes of the profession

Through the membership, Gamma Mu Chapter works to support the purposes of the society by engaging in activities which are of an educational or scientific nature and by cooperating with other chapters and the international council. At least two program meetings are held during the year, one of which consists of research presentations by nurses. Membership is an honor, designed to recognize and encourage superior scholarship and leadership. Selection is made from among students in baccalaureate or graduate programs in nursing and from among community nurse leaders with at least a bachelor's degree. Eligibility screening is carried out in January, and eligible candidates are notified directly by the Eligibility Committee. Upon acceptance and payment of the induction fee, new members are received into the Chapter each Spring.

Qualifications for Regular Membership:

1. Candidates shall have demonstrated superior scholastic achievement, evidence of professional leadership potential and/or marked achievement in the field of nursing.
2. Candidates shall be elected from students enrolled in:
   a. Bachelor and Master’s programs which have been accredited by the nationally recognized accrediting body for professional nursing, and postmaster’s, doctoral and post-doctoral programs.
   b. Students who have completed at least one-half of the required nursing components of the bachelor's curriculum or a minimum of one-fourth of nursing shall be eligible.
   c. Bachelor of Science Degree Program:
      Students shall have a grade average of at least 3.0 on a four point scale or its equivalent, i.e., "B" or the second highest grade of the institution as indicated by the official record of grades. Exceptions maybe made at the discretion of the chapter's Eligibility and Membership Committee when a student has a qualifying grade average in the nursing major, has demonstrated consistent progress in academic achievement, and meets to a high level the other qualifications for membership. When grade averages are not available, the use of a reliable and valid measure, such as a rating tool, shall be used to determine scholastic achievement. The number of students from any one class shall not exceed one-third of the total number expected to graduate from that class.
   d. Programs of Graduate Study: Programs of graduate study include Master's, Postmaster's, Doctoral and Post-Doctoral. Nurses matriculated for graduate study in nursing are eligible for membership if they have achieved a grade point average higher than the minimum requirement for graduation. When grade averages are not available, the use of reliable and valid measures, such as a rating tool, shall be used to determine scholastic achievement.
3. A nurse with a bachelor’s or higher degree who has demonstrated marked achievement in the field of nursing shall be eligible for membership in any chapter.
SECTION V: GRADUATION INFORMATION

Pins for Professional Convocation

Early in the semester of your graduation, applications for the school pin become available online for each of the candidates for graduation. Pins are an optional purchase and are given out at the convocation ceremony prior to graduation if the student chooses to attend. It is the student's responsibility to submit the application online prior to the order deadlines in order for pins to be guaranteed prior to graduation.

The School of Nursing will assist past graduates in reordering pins if they should need to do so. Students can contact the School of Nursing Suite at the University Center of Greenville in order to find out when the next order date will be so that an application can be made online. A call is made to the transcript office at Clemson University to verify that the student did indeed graduate.

Estimated Graduating Student Expenses

Graduation information can be found through the Registrar’s Office:
https://www.registrar.clemson.edu/html/graduation.htm

and through the University Bookstore:

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>School of Nursing Pin (optional)</td>
<td>$59.00 - $269.00</td>
</tr>
<tr>
<td>University Ring (optional)</td>
<td>$441.05 – 1,836.45</td>
</tr>
<tr>
<td>Diploma Frames (optional)</td>
<td>$150.00 &amp; up</td>
</tr>
<tr>
<td>Cap, Gown &amp; Tassel</td>
<td>$50.00 (includes handling fee)</td>
</tr>
</tbody>
</table>

*Please be aware that costs are current at the time of the printing of this handbook and are subject to change*