

**OLDDOMINIONUNIVERSITY  
SCHOOL OF NURSING**

**“Excellence through  
Innovation”**

**GRADUATE STUDENT HANDBOOK  
2011 – 2012**

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## **Welcome from the Chair**

On behalf of the faculty and staff I would like to welcome you to the School of Nursing. You have chosen Old Dominion University at an exciting time. The profession is growing and changing as our health care delivery system is trying to meet societal needs. The knowledge that you will obtain about people, society, health and nursing will equip you to meet the challenges and changes of the future.

As chair, my office is open to you. I hope you will enjoy your educational experiences at Old Dominion University. During the next several years your educational experience at the School of Nursing will be perhaps one of the the most demanding yet positive learning experiences you will encounter. Faculty, staff, peers, alumni, and community and agency partners all contribute to providing an educational experience that is both priceless and has distinguished the School of Nursing as one of the best nursing programs in the Commonwealth of Virginia. Our graduates can be found everywhere in the United States and beyond providing cultural-sensitive quality, safe patient-centered care. We are excited to have you join the School of Nursing family. You too will be among those who consider themselves as the "Pride of ODU".

In exchange for this exceptional educational experience, you are expected to be responsible, accountable partners in this process. This handbook, revised yearly, is designed to help you become oriented with the policies and procedures affecting your education in the School of Nursing and your successful progression in the nursing major. The handbook has everything you need to know and we are certain that you will find this information an invaluable resource. Should you have questions, concerns or problems, please contact your instructor first. If the instructor is unable to help you, contact the course coordinator next, then the program directors, and finally the Chair of the School. I hope you will enjoy your education experiences at Old Dominion University. Do take time to enjoy all that Old Dominion University has to offer.

Good luck!

*Karen Karlowicz*

Karen Karlowicz, EdD, RN  
Chair, School of Nursing

## **Purpose**

To enhance health care in multiple and diverse environments through quality professional nursing education

## **Vision**

To be recognized as a leader of innovative nursing education

## **Mission**

To promote excellence in academic performance and clinical practice  
To enhance the quality of diverse nursing opportunities  
To advanced partnerships with community and health care organizations  
To foster a community of researchers, scholars and leaders  
To provide a healthy environment conducive to learning and productivity

## **Values**

To value integrity in all interactions between faculty, students, and clients and among all constituencies  
To respect the diversity of each individual

## **Goal**

To promote excellence by students and faculty in the pursuit of professionalism in nursing

## **Philosophical Statement – Organizational Framework**

The philosophy of the School of Nursing is consistent with the mission of the College of Health Sciences and the University. Incorporated into the philosophical statement of the School of Nursing are faculty beliefs reflective of the health and nursing needs of man and society. The philosophy statement, revised in 2002 and reviewed in 2008 follows.

The faculty believe:

A person is a unique individual of dignity and worth, holistic in nature with biological, psychological, social, cultural, spiritual and developmental dimensions. Perceptions, values, and goals motivate a person to adopt health behaviors.

Throughout the life cycle, a person's health is influenced by their constant interaction with the environment. The environment is characterized by dynamically interacting internal and external components.

Health is comprised of wellness and illness dimensions with both subjective and objective components that are viewed from both the perspective of the client and the nurse.

Nursing is a profession that assists patients in developing adaptive responses to dimensions of health. Nursing practice is based on nursing knowledge with concepts integrated from biological, behavioral, and social sciences and incorporates technical, interpersonal, ethical, legal, leadership and scientific inquiry skills. The nurse utilizes critical thinking to develop therapeutic nursing interventions to promote, maintain, or restore health or support a peaceful death within a nursing process framework. Professional nursing practice is based upon accepted Standards of Practice. The nurse uses communication techniques to provide nursing care, patient education and leadership.

Education is an integral component of personal and professional growth and development. The student is viewed as a self-directed learner who is committed to life-long learning. Faculty view education as a process of continuous improvement enhanced by innovative techniques to support student development as a professional nurse.

## History of the School of Nursing

Interest in university based nursing education began when area diploma schools enrolled students in the University's physical and behavioral sciences courses. In 1962 a departmental chairperson for nursing was employed to develop a curriculum for a baccalaureate nursing program and the Board of Visitors of Old Dominion college approved the establishment of the program of nursing in 1962. In 1963, a Department of Nursing was established within the School of Arts and Sciences. By 1967, the first two nursing students graduated with a Bachelor of Science in Nursing degree and, in 1968, the program was granted accreditation by the Virginia State Board of Nursing.

In 1975, the Department of Nursing sought and was granted accreditation for the Bachelor of Science in Nursing program by the National League for Nursing (NLN).

Approval for the development of the master's program at Old Dominion University was obtained from the Virginia State Council of Higher Education in March 1979. Dr. Helen Yura, PhD, FAAN, a nationally known scholar, was recruited as program director. The first students graduated in May 1981. Accreditation by the National League for Nursing was achieved in December 1982.

In 1986, the School of Sciences and Health Professions separated into two different colleges; the Department of Nursing became the School of Nursing within the College of Health Sciences.

Televised nursing education began in 1987 with broadcasts of lecture courses in the RN-BSN curriculum to Northampton-Accomac Memorial Hospital on the Virginia Eastern Shore. Community College and hospital sites throughout the Commonwealth of Virginia have been added over the past years with TELETECHNET sites now numbering 30. Graduate nursing courses via TELETECHNET became available in 1990. The School of Nursing's TELETECHNET initiative (classroom and video streamed) has gone beyond the Commonwealth of Virginia with coast-to-coast broadcast sites throughout the United States.

In the fall of 1999 the School of Nursing was again awarded the maximum eight-year accreditation by the NLN and ten years by CCNE. In 2004 asynchronous nursing courses (on-line) began to be offered. The RN>BSN curriculum as well as Master of Science Nurse Educator role and the Nurse Administrator roles are now accessible worldwide. In the fall of 2009 the School of Nursing was again awarded the maximum ten year accreditation by the CCNE.

The School of Nursing offers three professional degrees: The Bachelor of Science in Nursing as preparation for the generalist of nursing, and the Master of Science degree in Nursing in preparation for advanced nursing practice and the Doctor of Nursing Practice. The MSN graduate curriculum offers preparation for advanced practice in six role options: Family Nurse Practitioner, Women's Health Nurse Practitioner, Nurse

Administrator, Nurse Educator, Nurse Midwifery, and Nurse Anesthesia. In addition, postmaster's certificate programs are offered in all six roles as well as a 30 credit MSN for the Certified Registered Nurse Anesthetist (CRNA). As has been true from its inception, the School of Nursing does not discriminate on the basis of race, age, religion or gender.

## **End of Program Behaviors**

### **Master of Science in Nursing**

The graduate of the Master of Science in Nursing program will:

Maximize human potential through critical thinking and synthesis of knowledge in an advance practice role.

Promote, maintain, restore, and/or support health throughout the lifespan through critical and creative independent and interdependent application of theory, research, and standards.

Communicate in a scholarly, professional and therapeutic manner.

Create a transformative environment for learning.

Critically utilize research to enhance and/or create evidence-based practice.

Inspire and enable others to act to achieve strategic development.

Promote healthcare quality through professional advocacy.

Value cultural diversity and integrate diverse cultural perspectives.

### **Doctor of Nursing Practice**

Graduates of the Doctor of Nursing Practice program will demonstrate leadership skills and knowledge in advanced nursing care and the measurement of clinical outcomes to ensure patient safety.

Specifically, Graduates of the Doctor in Nursing Practice will demonstrate the ability to:

1. Integrate nursing science with knowledge of ethics, biophysical, psychosocial,

analytical, and organizational sciences as a basis of practice and inquiry.

2. Develop and evaluate new practice approaches based on nursing science and associated theories.
3. Develop and evaluate care delivery for vulnerable populations.
4. Use advanced communication processes and skills to lead to quality improvement and patient safety.
5. Design and implement processes to evaluate outcomes of practice, practice patterns, and systems of care within a practice setting, health care organization or community against national benchmarks to determine variances in practice outcomes and population trends.
6. Design, direct and evaluate quality improvement methodologies to promote safe, timely, effective, efficient, equitable and patient-centered care.
7. Apply relevant findings to develop practice guidelines and improve practice and the practice environment.
8. Use information technology and research methods to improve patient care.
9. Demonstrate leadership in development and implementation of institutional, regional or national health policy.
10. Employ clinical prevention and health promotion to improve population health with an emphasis on vulnerable populations.
11. Develop and sustain quality therapeutic partnerships with patients/clients to ensure optimal outcomes of advanced nursing care.
12. Work effectively in collaborative professional partnerships.

## **GENERAL INFORMATION**

### **Academic Freedom**

The faculty employ a variety of teaching styles to meet differing learning needs in addressing course objectives. This variety enhances the assimilation of knowledge and the application of nursing in clinical settings.

The ODU School of Nursing faculty believe that adult learning is a shared undertaking wherein the faculty are facilitators and the learners are active participants in knowledge.

### **Awards**

- The Helen Yura Award for Excellence in Nursing
  - This award was established in 1981. The faculty nominate and vote for the graduate student with outstanding achievement based on end of program behaviors, and university, professional, and/or community service. Graduates from May and August and intended December graduates may submit materials for review.
  - Criteria for award eligibility include:
    - Academic achievement – cumulative graduate GPA of 3.75 or higher
    - Outstanding performance in advanced nursing research and functional role
    - Involvement in university, professional, and community service.
  - The process for the award decision is as follows:
    - Eligible students will be notified by the first Monday in October so that they may submit supporting materials by the third Monday in October.
    - A current curriculum vita, copies of any publications, documentation of professional service, and letters of support will be considered in the review.
    - Each graduate faculty member will review eligible students' records and additional material. Graduate faculty will vote for the one graduate student to receive the award.
    - The Graduate Program Director notifies the graduate student in writing. The award will be presented at the College of Health Sciences December graduation ceremony.

## **CPR Certification**

School of Nursing policy requires that all graduate students successfully complete CPR / Basic Life Support Certification (1 man, AED, 2 man, adult, child) in the month of August prior to starting in the nursing major and maintain the certification while a student in the program. Documentation of continued certification must be submitted to the School of Nursing by the first day of fall semester classes each year.

## **Disability Services**

In order to meet student-learning needs, special accommodations will be provided for those students presenting documentation and recommendations from the University's Office of Disability Services. (See Technical Standards)

Students with special needs are required to comply with the guidelines set in the University's Disability Services Office.

## **Honor Code**

At time of enrollment, each student signs the honor pledge. The School of Nursing adheres to the University's Honor System as described in the University Catalog. Violations of the Honor Code include: Lying, cheating, plagiarism, and/or failure to report the same. Students and faculty are responsible for familiarizing themselves with Academic Dishonesty Procedures and reporting processes: [http://orgs.odu.edu/hc/pages/Honor\\_Code.shtml](http://orgs.odu.edu/hc/pages/Honor_Code.shtml). The pledge statement to be written out in full on each assignment turned in for credit (homework, quizzes, tests, papers, examinations, etc.) is:

**"I pledge to support the Honor System of Old Dominion University. I will refrain from any form of academic dishonesty or deception, such as cheating or plagiarism. I am aware that as a member of the academic community, it is my responsibility to turn in all suspected violators of the Honor Code. I will report to a hearing if summoned."**

**Name:** \_\_\_\_\_  
(Print Name)

**Signature:** \_\_\_\_\_

Faculty in the School of Nursing will not tolerate dishonesty in any form. Integrity is considered to be a vital component of professional behavior. Consequently, an action by the University Student Conduct Committee resulting in a sanction against the student will be cause for course failure and/or dismissal from the nursing major.

## **Inclement Weather Policy**

The School of Nursing follows the University's policy for class cancellation due to inclement weather; however, many clinical laboratory experiences begin before University decisions regarding class cancellation are made. Students should check with their course coordinator/clinical instructor about clinical experiences that are off campus.

## **Liability**

**All** students are required to carry personal liability insurance. Currently, the University provides this insurance. However, it only covers students who are enrolled in nursing courses and their approved clinical components. It is effective only when students are participating in approved clinical experiences associated with these nursing courses. It does not cover student employment, co-op program activities, or volunteer work/activities.

## **Student Membership on Faculty Organization Committees**

Student representation is valued on several Faculty Organization Committees. Students who have declared nursing as a major are eligible to serve on these committees. Student representation is included to provide input; students do not hold voting privileges.

<b>Committee</b>	<b>Number of Representatives</b>	<b>Selection</b>
Chairs Advisory Committee	1	• 1 elected by GNSA
Learning Resources	1	• 1 elected by GNSA
Curriculum Committee	1	• 1 elected by GNSA

## **Student Activities**

**Graduate Nursing Student Association (GNSA)** <http://orgs.odu.edu/gnsa/>

The GNSA is an organization within the structure of Old Dominion University comprised of graduate nursing students for the purpose of contributing to the academic and social qualities of education. The GNSA has direct input into the standards and policies of nursing education and is influential in the educational process at the graduate level. All

graduate nursing students are eligible for membership and active participation. GNSA members have the opportunity to serve on the following standing committees of the faculty of the School of Nursing:

- Advisory Committee
- Learning Resources Committee
- Graduate Curriculum Committee

### **Sigma Theta Tau, International (STTI)**

Founded in 1922, it is the honor society for nursing. The Old Dominion University Chapter of STTI, Epsilon Chi, was established in 1982. The mission of the Honor Society of Nursing, Sigma Theta Tau International is to support the learning, knowledge, and professional development of nurses committed to making a difference in health worldwide. (<http://www.nursingsociety.org/default.aspx>) Membership is available by invitation through active Chapters and assumes acceptance of the purposes of the society and responsibility to participate in achieving the goals consistent with professional and scholastic character of Sigma Theta Tau, International. Inductions are held in the Spring.

Criteria for graduate membership include:

- a. Completed a minimum of one-fourth of the required graduate curriculum.
- b. Grade point average of at least 3.5 on a 4.0 scale as indicated by the official record of grades.

### **Phi Kappa Phi**

An honor society established in 1897, promotes the pursuit of excellence in all fields of higher education. To be eligible, a candidate must demonstrate superior academic success and outstanding achievement. Students are nominated for consideration by department chairs.

## **Technical Standards**

Students admitted to the graduate nursing programs are expected to complete all program requirements. Any student who thinks he/she does not possess one or more of the following skills should seek assistance from an academic counselor, faculty advisor and Disability Services concerning any flexibility in program requirements and possible accommodation through technical aids and assistance.

1. Assimilate knowledge acquired through lectures, discussions, demonstrations, and readings and make appropriate judgments/decisions in a timely manner during clinical practice.
2. Comprehend and apply basic mathematical skills, e.g. ratio and proportion concepts, use of conversion tables, calculation of drug dosages.
3. Demonstrate competence in applying concepts from biological, sociological and psychological sciences in clinical practice.
4. Communicate (verbally and non-verbally) effectively and prepare written documents that are correct in style, grammar and mechanics.
5. Read charts, records, scales, small print, handwritten notations and distinguish colors accurately.
6. Distinguish tonal differences and use phones.
7. Distinguish orders.
8. Differentiate changes in sensation, e.g. pulses, temperature, texture.
9. Manipulate equipment necessary for providing nursing care to clients, e.g. syringes, infusion pumps, life support devices.
10. Effectively utilize equipment and maneuver in a clinical setting.
11. Perform one-rescuer/two-rescuer cardiopulmonary resuscitation (CPR) on adults, children and infants without any limitation to space or environment.
12. Establish interpersonal rapport with individuals, families and community groups who have a wide variety of social, emotional, intellectual and cultural differences.

A student must have a criminal background and sex offender status verification completed prior to beginning the nursing major. Clinical agencies may request to review the results and, based upon the review, reserve the right to prohibit a student from attending clinical practice in that facility. Inability to attend clinical practice due to a criminal record will be cause for dismissal from the program.

Students are required to report any change in their physical ability and health status impacting their ability to provide patient care in the clinical environment.

Documentation of the student's ability to safely practice in the clinical environment must be obtained after any change in physical ability or health status and submitted to the SON prior to providing care to patients.

A physician or nurse practitioner must attest that a student is in good physical and mental health. Documentation indicating immunity to measles, mumps, rubella, varicella and Hepatitis B is required. The School of Nursing Physical Exam form inquires: Does this individual have any physical or mental conditions, disabilities or medical

limitation that would prohibit the individual from functioning in the capacity of an advanced practice Registered Nurse?

\_\_\_\_\_No

\_\_\_\_\_Yes, Please explain:

Revised 05/06/2006

## **Testing and Immunization Guidelines**

Current requirements for student infectious disease testing/immunization are documented in the School of Nursing physical examination form, which must be submitted by students prior to entry into clinical settings. Faculty testing/immunization are documented on the faculty physical examination form, which is submitted by new clinical faculty upon hiring. After initial documentation of immunizations and titers, students and faculty must submit documentation of annual PPDs. These requirements are reviewed and revised annually by the Risk Management Committee to ensure adherence to current Centers of Disease Control (CDC) recommendations and the requirements of affiliating institutions. HIV screening is not currently recommended by Centers for Disease Control for health care workers and is accordingly not required. Students who desire voluntary anonymous or confidential HIV testing will be referred by faculty to appropriate testing sites. Knowledge of current testing sites will be maintained by the infection Control Committee.

HBV vaccination series is required for non-immune students and faculty due to the risk of blood exposures during clinical experiences. Students and faculty declining HBV vaccine for due to medical risk conditions must sign a form documenting their awareness of the risk of exposure to HBV during clinical experiences as well as the potential outcome from such exposure.

Affiliating agencies are required to provide necessary supplies for caregivers to comply with CDC Universal Precautions guidelines. This requirement will be documented in affiliation agreements.

## **Clinical Experience Guidelines for Faculty and Students**

Nursing professionals, including faculty, have a fundamental responsibility to provide care to all clients assigned to them. Refusal to care for AIDS patient or any other patient is contrary to the ethics of the nursing profession. Student comfort in caring for these clients is facilitated by the demonstration of role modeling by faculty in the rendering of skillful and compassionate care to such clients. Faculty counseling will be provided for those students who refuse to care for any assigned client. Such cases will be handled as individual instances in which student have not met the course requirements.

Nursing students, faculty, or staff who believe they may be at risk for HIV antibody, HBeAG, or HBsAG have an obligation to be tested. While the testing decision should be voluntary for the individual, there may be instances (such as an exposure of a client to a student's blood) in which testing could be required. Testing records will be kept separately from academic or employment files with the School of Nursing Chairperson. They will be kept in a location where they are accessible only to the Chairperson, and will be accessible only on a need to know basis with the individual's written consent. Penalties will be imposed upon those who release testing information without authority.

All students with known or suspected airborne infections must notify their clinical instructor prior to initiation of direct client contact. Student with known or suspected blood borne infections or non-intact skin must notify the clinical instructor prior to performing any invasive procedure with may place the client or student at risk of infection. Student with known or suspected immune deficiencies should consult with their clinical instructor prior to caring for clients who may place them at undue risk of infection.

Infection with HIV or other agents does not automatically preclude participation in clinical experiences, but needs to be considered on a case-by-case basis, with concern for client, student and faculty safety foremost. Students or faculty with HIV should consult their own health care providers to determine the risks of specific clinical settings to their own health. If modifications accommodations in clinical education or job functions are required, these will be determined on a case-by-case basis by a panel of health care experts designated for that purpose. Any modification of clinical activity of HIV positive students or faculty should take into account the nature of the clinical activity, the technical expertise of the infected person, the risks posed by HIV carriage, functional disability and the transmissibility of simultaneously carried infectious agents.

A student or faculty member has an ethical duty to report an accident that exposes him/herself or a patient to a risk of transmission of blood-borne disease. The Significant Exposure Policy of the Old Dominion University College of Health Sciences will be followed if such an accident occurs. Accidental exposure to blood or body fluids should also be documented via incident report forms according to institutional and School of Nursing College of Health Sciences policy.

## **Guidelines for Prevention of Infection**

It is the responsibility of students and faculty to maintain knowledge of up to date guidelines for prevention of blood-borne (CDCUniversity precautions) and airborne agents in the workplace, and to adhere to these guidelines. Prior to their first clinical experience, and annually thereafter, all students are required to review written materials documenting risks of clinical practice in the laboratory/clinical setting, and strategies to minimize these risks. These materials also contain procedures to follow in the event of known or suspected exposure to infectious agents in clinical settings.

In the clinical setting, it is the responsibility of the student to discuss questions that may have with respect to any procedure or practice with their clinical instructor prior to undertaking the activity. It is the responsibility of the clinical faculty to reinforce safe practice, and to provide appropriate supervision for students performing potentially hazardous activities.

## **Hepatitis B Vaccine Information and Policy**

The Hepatitis B virus (HBV) is a serious occupational risk in the nursing profession. According to the centers for Disease Control (CDC), between 15-25% of health care workers will contract HBV during their careers. Exposure to blood and body fluids places an individual at risk for contracting Hepatitis B.

Hepatitis B is a viral infection caused by the HBV. Most people with the HBC recover completely, but approximately 5-10% become chronic carriers of the virus. Most of these people have no symptoms, but can continue to transmit the disease to others. Some carriers of the disease develop chronic, active Hepatitis that may progress to cirrhosis. Hepatitis B causes death in approximately 1-2% of those who are infected with the disease.

Infection with HBV can be prevented through vaccination. The CDC recommends a vaccination series for anyone frequently exposed to blood and other body fluids. Three vaccines are available: serum derived Hepatitis B and two genetically engineered vaccines - Recombivax HB and Engerix-B. These vaccines are highly effective and provide immunity from the HBV after receiving the full course of therapy (series of three injections).

Possible side effects of the vaccine are minimal. A few persons experience tenderness and redness at the site of injection. Low grade fever may occur. Rash, nausea, joint pain, and mild fatigue have also been reported. All nursing students at Old Dominion School of Nursing are required to have Hepatitis B immunization. The series must be completed prior to first clinical experience unless there is a medical contraindication or the student can document immunity.

# **GRADUATE PROGRAM POLICIES**

**2011-2012**

## Graduate General Information and Policies

### SCHOOL OF NURSING MSN GRADUATE PROGRAM ROLES AND CONTACTS

Coordinator Graduate Student Services: Sue Parker 757-683-4298,  
800-572-2762  
Graduate Office Location: 3009 Health Sciences Bldg.

#### **ROLE**

#### **PROGRAMS OFFERED &SITES**

##### **Family Nurse Practitioner**

GPD: Micah Scott, PhD, RN, FNP-BC  
757-683-5255 [mscott@odu.edu](mailto:mscott@odu.edu)

##### **MSN and Postmasters Certificate**

Web-based

##### **Community College Distance Sites:**

Wytheville, Southside, Southwest,  
Blue Ridge, John Tyler, Central Virginia,  
Patrick Henry, Virginia Highlands, South  
Boston

##### **Women's Health Nurse Practitioner Nurse Midwifery Program (in conjunction With Shenandoah University)**

GPD: Kathleen Putnam, PhD, RNC, WHNP  
757-683-5256 [kputnam@odu.edu](mailto:kputnam@odu.edu)

##### **MSN and Postmasters Certificate**

Web-based

##### **Community College Distance**

##### **Sites:**

Wytheville, Southside, Southwest,  
Blue Ridge, John Tyler, Central Virginia,  
Patrick Henry, Virginia Highlands, South  
Boston  
Web-based

##### **Nurse Anesthesia**

GPD: Nathaniel Apatov, MSN, PhD, CRNA  
757-683-5263 [napatov@odu.edu](mailto:napatov@odu.edu)  
Assistant Program Director:  
Karen Gillikin, MS, CRNA  
757-683-4635 [kgilliki@odu.edu](mailto:kgilliki@odu.edu)

##### **MSN and Postmasters**

##### **Certificate**

Some travel required for practicum

##### **Nurse Educator**

GPD: Kim Curry-Lourenco, PhD(c), MSN, MeD, RN  
757-683-5262 [kcurrlo@odu.edu](mailto:kcurrlo@odu.edu)

##### **MSN and Postmasters Certificate**

Web-based

##### **Nurse Administrator and DNP Executive**

GPD: Laurel Shepherd, PhD, PNP  
757-683-5250 [lgarzon@odu.edu](mailto:lgarzon@odu.edu)

##### **MSN and Postmasters Certificate,**

DNP Nurse Executive – Web-based

##### **Doctor of Nursing Practice AP**

GPD: Carolyn Rutledge, PhD, RN, MSN, CRNP  
757-683-5009 [crutledg@odu.edu](mailto:crutledg@odu.edu)

Web-based

A. Progression

1. Only students admitted in the nursing major may enroll in a course with a NURS prefix or NURA prefix or with written permission from the Graduate Program Director.
2. Students must achieve a minimum grade of B (3.00) in all nursing courses in the masters curriculum plans, and maintain current and cumulative grade point averages of 3.00 or better. Students who achieve a grade below a B in a nursing course may petition the Graduate Program Director to repeat the course once. Students may be allowed to repeat one course one time. Any student who fails (B- or below) two (2) graduate courses will be dismissed from the graduate nursing program.
3. Students admitted provisionally who have a course failure with a grade of B- or less during the first 12 ODU graduate credits will be dismissed from the School of Nursing graduate programs.
4. Students who wish to withdraw from a course should see the current University Catalog policy on withdrawal procedures and deadlines for instituting withdrawal procedures. Students who do not formally file withdrawal forms receive "WF" grades.
5. Students who wish to take an "Incomplete" grade in a nursing course should see the current University Catalog policy on incomplete grade. NOTE: a student who has an "I" in a prerequisite nursing course is not permitted to take further courses in the specified course sequence. An incomplete must be requested by the student to be considered.
6. Students who withdraw from the program; for any reason, should contact their academic advisor and formally withdraw from each course in which they are registered through the Registrar's Office. A letter of notification of their withdrawal should be sent to the Graduate Program of their program in the School of Nursing. Please see the University Catalog policy on withdrawal procedures for further information.
7. Students must successfully complete all prerequisites before moving

into the subsequent courses.

8. Students must follow either the full time or part time curriculum plan for the MSN role in which they are admitted.
9. A student must achieve an 83 average on all tests and exams in order to pass the course.
10. Students interested in receiving assistance with test taking should contact:
 

The Counseling Center  
WebbCenter  
Room 1526  
1st Floor - North Mall (683-4401)
11. **Grading Scale**  
Grading Scale for the graduate program is as follows:
 

96 - 100	= A
91 - 95	= A-
88 - 90	= B+
83 - 87	= B
80 - 82	= B-
77 - 79	= C+
73 - 76	= C
70 - 72	= C-
65 - 69	= D
12. **Grade Appeal Policy** – can be found in the University Graduate Catalog under “Graduate Registration Requirements and Procedures”

**B. Policy on Readmission to a Graduate Nursing Program After a Leave of Absence**

A graduate nursing student admitted to a specific program of study who has been granted an approved leave of absence (LOA) by the Graduate Program Director (GPD) must request, in writing, an approval for return to the program. The following criteria must be met to be granted re-entry by the GPD:

- a. LOA cannot be longer than 12 months;
- b. The student must complete audit and/or pre-requisite courses as determined by the GPD;

- c. If the LOA is longer than 12 months, the student will have to reapply for program admission and repeat all courses;
- d. Should programmatic changes occur that would prevent the student's readmission within the 12-month LOA, the GPD in consultation with the Graduate Nursing Admissions Continuance and Advanced Placement Committee will make a decision regarding readmission.

C. Practicum/Internship Evaluation

Clinical Practicum/Internship experiences are evaluated and graded according to criteria defined in each clinical course syllabus. These grades may be provided by faculty and/or preceptors.

D. Grievance Procedure

A grievance is defined as any dispute with an instructor, excluding grade appeals. The burden of proof rests with the student.

1. Students must initiate the process by first approaching the instructor to discuss the issue(s).
2. If the student is not satisfied with the results of the faculty, the student must present the case in writing to the Graduate Program Director of their role.
3. The graduate program director will forward a copy to the chair of the school. However, all communications with the student will remain with the program director.
4. If the program director determines that the case is valid, she may meet with the faculty to gather additional information. The program director will meet with the student and instructor in an attempt to resolve the issue. At the discretion of the program director, the meeting may be conducted by telephone conference.
5. If the program director determines that there is no cause for complaint, or if the issue remains unresolved after meeting with the student and instructor, the student has the right to appeal in writing to the school chair.
6. The school chair should meet with the student, the instructor, and the program director. At the discretion of the chair, an independent faculty member may be appointed to the committee. Also at the discretion of the school chair, the meeting may be conducted by

telephone conference.

7. If the issue remains unresolved, the student may appeal to the Dean of the College.
8. Students must initiate the process by the end of the semester in which (s)he has the complaint.
9. No aspect of the above proceedings may be audio or video recorded without the expressed, written permission of each person.

E. Procedure for Clinical Probation

1. A student may be placed on clinical probation by a Clinical Disciplinary Committee for deficiencies in meeting clinical course objectives, violation of the Student Conduct Code, and/or violation of the Honor Code. The student may be placed on probation at any point in the clinical course based on the assessment of student performance. The Clinical Disciplinary Committee may include the Clinical Role Coordinator, graduate faculty and clinical instructor(s)/preceptors. The evaluation of the student's clinical performance is based on the professional judgment of the committee. The student will be notified verbally of the probation and the reason(s) for the probation. A letter will be sent within five working days of verbal notification of probation and include date, time and place for the counseling session. The student will have five working days to prepare for the counseling session.
2. A counseling session will be held with the student and Clinical Disciplinary Committee upon notification of clinical probation. The student is expected to participate in the counseling session and will be given an opportunity to present oral and written materials. If the student agrees with the decision to be placed on probation a probation period will be determined. A probationary contract will be developed to include required activities, schedules for activities, criteria for removal from probation and deadline for completion. If at the conclusion of the counseling session the student does not agree with the decision to be placed on probation, the student may appeal the decision to the Graduate Program Director.
3. The student will be evaluated during and at the completion of the probationary period. The Clinical Disciplinary Committee may remove the student from probation, extend the probation period or move to dismiss the student from the program at any time. The student may appeal the decision to extend the probation period with the Graduate Program Director. The probationary contract

may be terminated at any point by the Clinical Disciplinary Committee before the probationary period is completed due to student clinical behaviors that threaten patient safety and well-being or violate professional standards. The procedure to dismiss the student from the program may be begun.

4. The student that does not successfully complete the probationary contract will receive a grade of F for the clinical course. The student may apply to the Graduate Program Director to retake the course in the future unless this is the second failure of nursing graduate courses.
5. A student may be placed on Clinical Probation no more than twice during the program. If a student is determined to require a third clinical probation the student will be dismissed from the program.
6. Decisions of the Clinical Disciplinary Committee will be based on student performance during probation, past performance in the academic program results of counseling sessions and all student data relative to their graduate performance.
7. All documentation will be placed in the student's academic folder in the graduate nursing program office.
8. These are academic proceedings and legal representation is not allowed during these proceedings.

#### F. Policy on Dismissal from a Graduate Nursing Program

The faculty members of the ODU School of Nursing have an academic, legal and ethical responsibility to protect members of the public and of the health care community from unsafe and unprofessional nursing practices. A violation of the guidelines set forth in the Code of Student Conduct and or the Monarch Creed may be grounds for dismissal under this policy. These guidelines can be found at the following links:

[http://orgs.odu.edu/hc/pages/Honor\\_Code.shtml](http://orgs.odu.edu/hc/pages/Honor_Code.shtml) (Code of Student Conduct)

<http://studentaffairs.odu.edu/oscai/creed.shtml> (Monarch Creed)

1. A student may be dismissed from a Graduate Nursing Program based on one or more of the following conditions:
  - 1) Failure of a second graduate level course;

- 2) Action by the University Student Conduct Committee resulting in a sanction against the student will be cause for course failure and/or dismissal from the nursing major;
- 3) Inability to complete the clinical requirements of courses in the curriculum due to a criminal record (a facilities refusal to accept a student as a result of background check information);
- 4) Student behaviors that:
  - a. endanger patient safety and well-being;
  - b. violate the standards of the profession;
  - c. fail to demonstrate personal and professional characteristics deemed by the faculty as being necessary for academic success and competency in clinical practice. Such areas may include, but not limited to ability to establish rapport with clients, ability to work effectively with the health care team, dependability, judgment, integrity, initiative and interest.
  - d. violate the Code of Student Conduct;
  - e. violate the University Honor code;
  - f. fail to meet the technical standards for the program;
- 5) Failure to successfully meet comprehensive examination requirements on the second attempt.
- 6) Failure to follow Health Professionals Monitoring Program contract.
- 7) Change in RN license status.

2. The student may appeal the dismissal decision of the Clinical Disciplinary Committee in writing within five working days. See Policy "J": Appeals Process for Clinical Probation/Suspension

3. A student who had been formally dismissed from their academic program must be reported to the National Clearinghouse, the entity that is responsible for monitoring the eligibility of students for Federal Student Aid. The university will file this report after the university appeal process has concluded and will list the date dean's decision to uphold the dismissal as the date of the last attendance.

4. A student who has been formally dismissed from any graduate nursing program is not eligible for admission to any graduate program within the School of Nursing.

### G. Policy on Dismissal from a clinical placement

Nursing is a practice discipline. In addition to complying with the University policies and regulations, students and faculty in the School of Nursing are responsible for protecting patients, clients, and affiliate agencies. Behaviors that result in disciplinary action (clinical warning, clinical probation and/or dismissal from the graduate nursing program) by the ODU School of Nursing include but are not limited to:

- a. a blatant disregard or breach of patient/client or agency
- b. confidentiality or HIPPA privacy standards.
- c. falsifying a patient/client record.
- d. misrepresenting one's role in the health care setting.
- e. denying responsibility for one's own deviation from standard of practice.
- f. actions that subject the patient/client to risks.
- g. actions that subject the student, colleague, affiliate agency or University to unreasonable risks.
- h. abusive behavior toward patients, clients, affiliate agency, staff, peers or faculty.
- i. ignoring the need for obtaining essential information before conducting nursing intervention.
- j. demonstrating serious deficiencies in personal or professional behaviors

### H. Graduate Student Conduct

The faculty of the graduate program in nursing is a part of the academic community committed to education, scholarship and overall development of the individual graduate student. The model of conduct established for the graduate student in nursing is consistent with the Monarch Creed of Old Dominion University. The Monarch Creed states that as a member of the ODU Community a student will:

**M**ake personal and academic integrity fundamental in all endeavors,

**O**ffer service to the university and to the community,

**N**urture a climate of care, concern and civility for others,

**A**ccept responsibility for all my actions,

**R**espect the dignity, rights and property of all people,

**C**ommit to the ongoing pursuit of intellectual and personal development,

**H**eighten my awareness of individual and cultural differences and similarities.

Behaviors not consistent with the Monarch Creed and/or professional standards of behavior and practice may result in dismissal from the graduate program. These may include, but are not limited to:

- a. Failure to demonstrate integrity and truthfulness
- b. Criminal behavior
- c. Failure to maintain a current Virginia Nursing License
- d. Unethical professional conduct
- e. Failure to respond to faculty and program requirements and notices in a timely manner
- f. Disregard for the dignity, rights and property of others
- g. Pattern of aggressive, intimidating and/or abusive behavior to colleagues, clients or faculty
- h. The use, possession, or distribution of narcotics, amphetamines, barbituates, marijuana, hallucinogens, and any other dangerous or controlled substances, not prescribed by a properly licensed healthcare provider is prohibited.
- i. Misbehavior related to alcohol or other substances usage on University property, affiliate institution, at functions sponsored by the University or any recognized University organization is prohibited.
- j. Any violation of the Virginia Nurse Practice act.

Faculty will notify the Graduate Program Director of these occurrences. The case will be reviewed by the School of Nursing Graduate Admission, Continuance and Advanced Placement Committee and the student notified of the decision for disciplinary action.

#### I. Procedure for Clinical Warning/ Probation

1. A student will be given a verbal notification of an impending written warning regarding clinical performance when the Program Director or designee determines that a violation of any standards of conduct or practice has occurred. This violation should be addressed through a written warning that outlines the exact nature of the behavior, corrections for the behavior, and possible consequences regarding continuance of said behavior or additional violations.

In appropriate circumstances the student will be afforded opportunities to correct the behavior, as agreed upon by the faculty member in consultation with the Program Director. Written evaluation of each clinical day's work by the student shall be

carried out by the preceptor and/or affiliate staff deemed appropriate by the Program Director and shared with and signed by the student. Should the student subsequently fail to meet any of the academic or clinical standards, the student may progress to clinical probation or be dismissed from the course with a failing grade.

2. A student may be placed on clinical probation by a Clinical Disciplinary Committee for deficiencies in meeting clinical course objectives, violation of the Student Conduct Code, and/or violation of the Honor Code. The student may be placed on probation at any point in the clinical course based on the assessment of student performance. The Clinical Disciplinary Committee may include the Clinical Role Coordinator, graduate faculty and clinical instructor(s)/preceptors. The evaluation of the student's clinical performance is based on the professional judgment of the committee. The student will be notified verbally of the probation and the reason(s) for the probation. A letter will be sent within five working days of verbal notification of probation and include date, time and place for the counseling session. The student will have five working days to prepare for the counseling session.
3. A counseling session will be held with the student and Clinical Disciplinary Committee upon notification of clinical probation. The student is expected to participate in the counseling session and will be given an opportunity to present oral and written materials. If the student agrees with the decision to be placed on probation a probation period will be determined. A probationary contract will be developed to include required activities, schedules for activities, criteria for removal from probation and deadline for completion. If at the conclusion of the counseling session the student does not agree with the decision to be placed on probation, the student may appeal the decision to the Graduate Program Director. (See Policy J- Appeals Process for Clinical Probation).
4. The student will be evaluated during and at the completion of the probationary period. The Clinical Disciplinary Committee may remove the student from probation, extend the probation period or move to dismiss the student from the program at any time. The student may appeal the decision to extend the probation period with the Graduate Program Director. The probationary contract may be terminated at any point by the Clinical Disciplinary Committee before the probationary period is completed due to student clinical behaviors that threaten patient safety and well-

being or violate professional standards. The procedure to dismiss the student from the program may be begun.

5. The student that does not successfully complete the probationary contract will receive a grade of F for the clinical course. The student may apply to the Graduate Program Director to retake the course in the future unless this is the second failure of nursing graduate courses.
6. A student may be placed on Clinical Probation no more than twice during the program. If a student is determined to require a third clinical probation the student will be dismissed from the program.
7. Decisions of the Clinical Disciplinary Committee will be based on student performance during probation, past performance in the academic program results of counseling sessions and all student data relative to their graduate performance.
8. All documentation will be placed in the student's academic folder in the graduate nursing program office.
9. These are academic proceedings and legal representation is not allowed during these proceedings.

J. Appeals Process For Clinical Probation/Suspension

If the student disagrees with the decision to be placed on clinical probation or clinical suspension, the following process will be followed:

1. The Graduate Program Director will forward a copy of the written appeal by the student to the Department Chair.
2. The Graduate Program Director will meet with the student and the Clinical Disciplinary Committee in an attempt to resolve the issue. At the discretion of the Graduate Program Director, the meeting may be conducted by telephone conference.
3. If the issue remains unresolved, the student has the right to appeal within five working days the decision in writing to the Department Chair.
4. The Department Chair will meet with the student, Clinical Disciplinary Committee, and Graduate Program Director. At the discretion of the

Department Chair, independent faculty member(s) and/or graduate student(s) may be appointed to the committee. Also at the discretion of the the meeting may be conducted by telephone conference. Depending on the severity of the infraction that led to the probation or suspension, the Department Chair and the Student Conduct .. Committee will be notified.

5. The student may appeal the decision of the Department Chair to the Dean of the College of Health Sciences.

K. Policy for Denial of Request to Retake a Course

"Student may apply to the Graduate Program Director for permission to retake a course after receiving a failure in that course. A student would be denied this opportunity if:

1. The failure resulted from an Honor Code Violation that was admitted by the student or upheld by the Honor Council,
2. The student has committed a violation of the Virginia Nurse Practice Act,
3. The student has committed an violation of the Student Code of Conduct,
4. The student fails to meet technical standards for the program."

L. Criminal Background Check required for some clinical agencies. How to Obtain a Criminal History/Sex Offender Background Check

Prior to starting clinical, **some** health care institutions may require a student to have a background check done. ODU School of Nursing uses CertifiedBackground.com for this service. This company is a background check service that allows students to purchase their own background check. The results of a background are posted to the CertifiedBackground.com web site in a secure, tamper-proof environment, where the student, as well as organizations can view the background check.

To order your background check from CertifiedBackground.com, please follow the instructions below.

1. Go to [www.CertifiedBackground.com](http://www.CertifiedBackground.com) and click on "Students."
2. In the Package Code box, enter package code: **OD29BG**
3. Select a method of payment: Visa, MasterCard or money order.

Once your order is submitted, you will receive a password via email to view the results of your background check. The results will be available in approximately 48-72 hours. [www.Certifiedbackground.com](http://www.Certifiedbackground.com) Phone: (888) 666-7788 [info@certifiedbackground.com](mailto:info@certifiedbackground.com)

4. Once you receive your results, submit them to the designated agency representative.
5. The agency representative will review the results and notify the graduate program if the student is approved to practice in the facility.
6. A student who is unable to complete clinical requirements of the graduate program due to these results may be dismissed from the graduate program.

#### Program Responsibilities for Criminal Background Checks

1. Include a statement in student handbooks, course syllabi and any admissions or relevant correspondence about requirement for background check.
2. Send a class roster to the clinical agency designate before the start of the clinical experience.
3. Receive a letter of notification from the agency designate regarding any student determined to be unacceptable for the clinical experience at the agency due to background check results.
4. Send a letter of dismissal to the student if the experience is required for completion of the program.

#### M. Comprehensive Examination

The comprehensive examination is taken in the last semester of the graduation program. Students who are not in good academic standing or are on clinical probation are not eligible to take the comprehensive exam. Students in this situation will be delayed in taking the comprehensive exam by one semester if they have achieved good academic standing and have been removed from clinical probation. The student doesn't achieve good academic standing and fails the clinical course due to clinical probation; they will remain ineligible to take the comprehensive exam and therefore will be dismissed from the program.

The examination tests the ability of students to demonstrate the outcome objectives of the MSN program and Postmaster's Certificate programs. Students will need to register for N690, a zero credit course, during their final semester of the program. The written components of the examination will be completed in this course. Students will receive guidance in preparation and taking the test in the course materials and discussion groups. Advanced practice students will have examinations of practice related to knowledge and skills using standardized patient cases, simulations and/or standardized tests in addition to the written tests.

A student must pass the comprehensive examination to successfully complete the program and receive the MSN degree and Postmaster's Certificate. If a student should not pass they may repeat the examination one time. If a second failure occurs the student is dismissed from the program. Comprehensive examination is graded blindly with no identifying information available to the grader. If a grader determines that an examination is a failure it is combined with an equal number of

passing exams and passed to a second grader. These exams would have no marks on them. If two graders rate the exam as not passing it is deemed a failure. However, if one grader rates the exam as passing it is a pass.

The Graduate Program Director appoints all graders and supervises all the administration and grading procedures. Students will be notified of the results within two weeks after the examination is completed.

#### N. Thesis Option

Graduate students may choose to complete a thesis option to fulfill their research requirement. The thesis option involves the selection of a committee and a chairperson, who serves as the major professor selects the thesis committee. The total committee should consist of three members.

Selection and formation of the committees should be accomplished early in the full-time student's program. Committee meetings are essential to the successful completion of a thesis.

#### O. Completion of the Thesis Option

In addition to N611 and N640, students electing to complete a thesis must enroll in a minimum of 6 additional credits of NURS 699. Permission of the major professor is required.

The most current edition of the American Psychological Association (APA) style manual (available in the University Book Store) will serve as the guide for all papers, bibliographies, and theses for the graduate student; in addition the Old Dominion University Guide for Preparation of Theses and Dissertations, (available in the University Book Store) should be consulted and takes precedence over any style manual.

Word processors may be used for the final thesis draft if the printer provides letter quality print. The student should provide a sample of the print to the major professor for approval.

Library "thesis privileges" enable the graduate student to check out needed library books for an entire semester instead of the usual time period. To be eligible for this privilege, a letter is required from the graduate program director.

Students selecting the thesis option are required to pass an oral defense of the thesis. The oral defense is usually held early in the last semester of the program and is scheduled by the student's major professor. The oral defense procedure and

agenda is to be followed for the oral defense. Approval of the thesis must be received from the graduate program director and the Dean of the College of Health Sciences before submitting the thesis to the Registrar's Office.

Students must submit a Human Subjects Form to the School of Nursing Committee for Protection of Human Subjects prior to initiating data collection.

P. Nursing 697 and 698 Independent Study

A student may choose to take an independent study with a member of the faculty. The student is responsible for obtaining the permission from the faculty member they wish to work with prior to registering for the independent study. The student is responsible for developing a protocol for the independent study course, which includes the following: purpose, objectives, and time frame. The protocol must be approved by the faculty member and a copy will be placed on file within the School of Nursing. An Independent Study may range from 1 to 3 hours of credit.

Q. General Information

1. A full-time graduate credit load is 9 credits for the academic year and 6 graduate credit hours for the summer term. A full-time load is required of all students who are teaching assistants, research assistants, or who receive Old Dominion University tuition awards. For graduate assistants, 6 credits constitute a full-time load during the academic year.
2. A part-time graduate load is considered less than 9 credits per semester or less than 6 credits during the summer.
3. Full and part-time students enrolled in nursing are required to complete the program in six years.
4. Each first year graduate student is required, by the School of Nursing, to have a physical examination and documentation of either immunity to or immunization for Rubella, Rubeola and Varicella. A completed Hepatitis B vaccine series is also required. The completed annual physical examination form is due by September 1 of each year. Completion of the "Student Physical Examination Form for Returning Students", must be submitted annually as long as necessary to cover the student's participation in the courses with a laboratory/practicum component. Each student is responsible for showing proof of the annual/updated examination. Physical examination forms may be obtained on-line or from the graduate student services office. (see Appendices D through G).
5. Results of the PPD are to be submitted in the first semester of the program,

prior to participation in the first clinical course, and in each subsequent year. Any student whose health contradicts the use of the PPD as determined by the health care provider is exempt and should submit results of the x - ray. A letter to this effect should be submitted to the graduate program director. If the student's health state changes to allow these tests a PPD should be done.

6. Proof of current CPR certification is required. A copy of the certification card is due September 1 of each year and is to be turned into the graduate student services office.
7. Proof of current licensure as a registered nurse is required. A copy of the license is due by September 1 of each year and is to be turned into the graduate student services office.

#### R. Writing Proficiency Policy

A protocol to assure graduate writing proficiency has been developed relating to diagnosis of the need for remediation, prescription to offset the deficiency, and referral to the University's WritingCenter. The diagnosis of a writing deficiency is made through the review and analysis of written materials by the faculty. Specific problem areas are shared and discussed with each individual. Further information is available through the WritingCenter (683-4112).

#### S. Financial Assistance

1. Financial assistance is available to students in the Master's program. Applications are available from the Office of Admission, OldDominionUniversity. The following list provides a description of the assistance available to the graduate student:
  - a. University Fellowship, with a stipend (requires that the student be engaged in full-time graduate study.)
  - b. state-funded graduate (teaching or research) assistantship, with a stipend.
  - c. grant-funded research assistantship (available in some departments and in varying amounts).
  - d. graduate tuition grant, providing monies per academic year for tuition costs (requires that the student be engaged in full time study.)
  - e. grant-in-aid, available through establishment of need and academic promise (requires that the student be engaged in full time study).
2. All master's level graduate assistants pay the in-state tuition rate.
3. Application deadline for doctoral and university fellowships, graduate

assistantships and tuition grants, and for grants-in-aid is February 15.

4. Additional sources of financial assistance may be available to the graduate student through agencies other than the university. For information about part-time employment (including the College Work-Study Program) and student loans (through the National Direct Student Loan Program, the Guaranteed Student Loan Program, and the Parent Loan Program), contact the Office of Student Financial Aid, Old Dominion University (683-3683).
  
5. Professional Nurse Traineeships may be available on a limited basis to graduate nursing students. Applicants should contact their role specific graduate program director. Traineeships are awarded only for a minimum of 9 months. In order to be considered for a traineeship award, copies of completed registration forms must be on file in the School of Nursing by July 1<sup>st</sup> for fall term, by December 1<sup>st</sup> for Spring term and by April 1<sup>st</sup> for summer term. An application for the Professional Nurse Traineeship should be filled out by July 1 of each year.

T. Specific Student Responsibilities/Information

1. Liability Insurance  
Effective July 1, 1984, Old Dominion University assumed the responsibility for providing the graduate student in nursing with liability insurance. The insurance provides coverage for the individual while in the student role and functioning within the guidelines for the clinical laboratory and practicum experiences (See Appendix H for coverage limitations).
  
2. Policy on Student Incidents in the Clinical/Laboratory Setting  
Any student involved in an incident related to laboratory/clinical experiences must adhere to the following:
  - a. Any incident must be reported immediately to the clinical supervisor/faculty at the facility. In addition, the course coordinator must be notified within 24 hours of the incident.
  - b. The College of Health Sciences Student Incident Report form (Appendix J) is to be completed and signed by the student, clinical supervisor/faculty, and the course coordinator. If a referral for treatment is indicated, the treatment facility should complete items 14-17.
  - c. The completed incident form should be returned to the course coordinator within seven days of the incident.
  
3. Risks associated with exposure to infectious or hazardous substances and situations in the laboratory/clinical setting

All students shall be reasonably informed of potential risks associated with exposure to infectious and/or hazardous substances and situations in the laboratory/clinical setting and preventative measures to be taken to minimize such risks. An acknowledgement form shall be signed by all students at the beginning of each academic year indicating that the student has been reasonably advised and informed of potential risks and the mechanisms used to minimize the risks prior to participation in the clinical/laboratory course (see Appendix K). The School of Nursing Infectious Disease Policy may be reviewed in Appendix L.

4. Honor Code

At the time of registration, each student signs the University's honor pledge. The School of Nursing adheres to the University's Honor System as described in the University catalog. Violations of the Honor Code include: lying, cheating, plagiarism, and/or failure to report the same. Students and faculty are responsible for reporting suspected honor code violations to the Honor Council or the Dean of Student Life. The pledge statement, to be written out in full on each assignment turned in for credit (homework, quizzes, tests, papers, exams, etc.) is:

**"I pledge to support the Honor System of Old Dominion University. I will refrain from any form of academic dishonesty or deception, such as cheating or plagiarism. I am aware that as a member of the academic community, it is my responsibility to turn in all suspected violators of the Honor Code. I will report to a hearing if summoned."**

**Name:** \_\_\_\_\_  
(Print Name)

**Signature:** \_\_\_\_\_

U. Graduation

1. Application for graduation is made at the Office of the Registrar, OldAdministrationBuilding, OldDominionUniversity. The completed application should be submitted to the graduation Registrar in the Office of the Registrar. The following deadlines are pertinent:
  - a. For the student expecting to graduate in May, application must be made by November 30.
  - b. For the student expecting to graduate in August, application must be made by February 28.
  - c. For the student expecting to graduate in December,

application must be made by June 30.

2. Posting of Degrees

Regardless of whether or not the student plans to attend graduation ceremonies, application must be made to the University for the student to be posted as having graduated.

3. Specific Requirements for Graduation

Specific requirements for graduation with a master's of science in nursing degree include:

- a. completion of 36-80 credit hours as outlined in the program of studies;
- b. approval of the thesis if the thesis option is selected;
- c. successful performance on the written comprehensive examination for student not selecting the thesis option;
- d. a 3.0 overall cumulative grade point average and a B in all courses with a nursing prefix (NURS).

V. Certificate

- 1. Post Master's graduates will receive a certificate of successful completion of the respective Program of Study.

W. Health Professional Monitoring Program

The HPMP was established as the result of Virginia Commonwealth legislation that was passed in 1997 (renewed in 2009). This program provides health professionals with impairing conditions an alternative to disciplinary action. HPMP operates under contract with the Virginia Department of Health Professions.

Students must inform their GPD of any change in their VA RN licensure status. Failure to report this change is grounds for dismissal from the ODU-Graduate programs.

Students who have voluntarily enrolled into the HPMP program must:

- a. inform their GPD of their enrollment into the HPMP program and request to continue in the program. The request must accompany documentation from

- the Commonwealth Department of Health Professions stating the status of any disciplinary action as a result the enrollment into the HPMP program
- b. provide the GPD with a copy of the HPMP Recovery Monitoring Contract. Any changes to the HPMP Recovery Monitoring Contract must be provided immediately to the GPD.
  - c. provide the GPD with written permission to contact the HPMP case manager and counselor.
  - d. await approval to continue in the graduate program from the GPD and the Graduate Admission, Continuation, and Progression Committee.
  - e. upon approval of continuation in the program, find preceptors who agree to serve as a preceptor and to be a monitor. The clinical faculty must also agree to serve as a monitor. The HPMP case manager will contact and verify each preceptor as a monitor.
  - f. follow all requirements of the graduate program and the HPMP Recovery Monitoring Contract. Failures to follow the requirements are grounds for dismissal from the graduate programs.

Faculty mentoring students in the HPMP will work with the HPMP case manager, counselor, preceptors, and clinical faculty as needed to report any concerns or questions regarding the student's performance. Faculty will observe confidentiality of student records within the SON.

## GRADUATE PROGRAM OF STUDIES

### A. MSN Program in Nursing: Description of Specialties

Old Dominion University's Master of Science in Nursing program is designed to prepare graduates with expertise in theory, research, and advanced nursing practice. Through academic courses and clinical experiences, graduate students are prepared to meet the present nationwide demand for nurses in advanced practice as well as to pursue doctoral study.

The following role options are available: nurse administrator, nurse educator, nurse anesthesia, family nurse practitioner, women's health nurse practitioner, nurse midwifery and certified registered nurse anesthesia (CRNA). All of these specialties emphasize development of the nursing role through advanced theory and research. The program strives to invest its graduates with leadership responsibility, professional commitment, and a holistic approach to health and nursing care. Refer to your respective Program of Study to determine the number of hours required for successful completion of program requirements.

#### 1. **NURSE ADMINISTRATOR**

The nurse administrator role is designed to prepare the graduate student for the role of nurse leader in a variety of health care agencies. Emphasis is given to development of administrative and business skills required for effective management of nursing organizations. Sequential administrative practica are designed to provide the graduate student with nursing administrative experience at various organizational levels. With each practicum the graduate student designs and evaluates a management plan for resolving a specific nursing administrative problem. This project is supervised by both a practicing nurse administrator preceptor and graduate faculty. The curriculum is designed to provide the graduate student with advanced skills in the application of management theory, financial management, cost-benefit analysis, strategic planning, and human resource management in order to create an organizational environment that supports professional nursing practice. Graduate students will develop strategies for managing job satisfaction, recruitment & retention, power & politics, conflict management, and ethical dilemmas for the purpose of achieving maximum organizational productivity in an era of limited resources.

#### 2. **NURSE ANESTHESIA**

The Master of Science in Nursing program in Nurse Anesthesia is a 80-credit, 28-month program beginning yearly in August. During the first year, the program is designed to introduce students to the basic theoretical knowledge and skills necessary for advanced nursing practice in nurse anesthesia. The first twelve months of the program are primarily didactic. The last fourteen months of the program are the clinical component, which is comprised of both general and regional anesthesia techniques for surgery and clinical specialties such as EENT, neurosurgery, vascular surgery, open heart, obstetrics, trauma, and organ transplants. During this phase of the program, the student returns to the classroom on a weekly basis for extensive clinically-related study.

After successful completion of the 28-month program, the graduate receives a certificate in anesthesia, in addition to the MSN degree, and becomes eligible to write the National Certifying Examination for Nurse Anesthetists given by the Council on Certification of Nurse Anesthetists. Graduates successfully completing this exam become Certified Registered Nurse Anesthetists (CRNA's).

3. **NURSE EDUCATOR**

The Nurse Educator tract is designed to meet the critical need for nurse educators throughout Virginia and other states. This option in the MSN program is offered as a part-time or full-time course of study with afternoon and evening classes. Internships may involve day or evening or weekend hours depending on placements. A 15-credit post-masters certificate program is available for those with an MSN.

4. **FAMILY NURSE PRACTITIONER**

The Family Nurse Practitioner (FNP) role is a clinically oriented component of the graduate program that prepares graduate students to provide a full range of primary care services to individuals and families throughout the life span. In collaboration with other health care professionals, graduate students provide health promotion, health maintenance and restorative care to well, at-risk, and chronically ill clients and their families. Critical thinking, clinical problem solving and the research process are emphasized. Student clinical experiences are provided in a variety of primary care settings. Adjunct faculty members function as preceptors with guidance from the nurse practitioner faculty. The curriculum is designed to provide the graduate student with advanced skills in assessment, management and/or consultation and referral of the client/family within the primary care system. Successful completion of the FNP Program qualifies students to apply for FNP certification from the American Nurses' Association. The program is approved by the Virginia Joint Board of Nursing and Medicine that grants licensure for nurse practitioners.

5. **NURSE MIDWIFERY**

The Masters in Nursing with specialization in Nurse Midwifery began in fall 2004 as a joint program with Shenandoah University. The two-year program will begin with the first year advanced practice nursing content offered by Old Dominion in the Tidewater region and at eight distance sites in Virginia. The second year will be offered by the midwifery program at Shenandoah University. The Master of Science in Nursing will be awarded by Old Dominion University and a certificate of midwifery specialty will be awarded by Shenandoah University. Graduates will be eligible to take the national midwifery certification examination. The program may be completed as a full-time or part-time program.

6. **WOMEN'S HEALTH NURSE PRACTITIONER**

The Women's Health Nurse Practitioner tract in the graduate nursing program is designed to provide students with the education and

experience to become primary care providers in women's health. Graduates are prepared to sit for the Women's Health Nurse Practitioner certification exam which is administered by the National Certification Corporation. Student clinical placements are available at a variety of settings including private OB-GYN office practices, health departments, and specialty women's clinics. Students are also required to complete a rotation in adult primary care. Participation in professional organizations such as Association of Women's health, Obstetrics, and Neonatal Nursing and National Association of Nurse Practitioners in Women's Health are strongly encouraged.

***There are post MSN certificates in all advanced practice specialty areas.***

#### B. DNP Program in Nursing: Description of Specialities

The American Association of Colleges of Nursing the accrediting agency for advanced nursing education has determined that all advanced practice nursing programs (nurse practitioners, nurse midwives and nurse anesthesia) move from the masters level to the NP preparation by 2015. The DNP program will provide an increased pool of nursing practitioners, clinical nurse specialists, nurse midwives, nurse anesthetists and nurse executives with advanced skills in practice and measurement of clinical outcomes to ensure better care and health outcomes for the citizens of Virginia.

1. The **DNP Advanced Practice** program begins in January. The Doctor of Nursing Practice (DNP) is a 36 credit post MSN program to advance the clinical diagnostic and practice skills of advanced practice nurses including nurse practitioners, nurse midwives, clinical nurse specialists and nurse anesthetists. The need for these additional skills is supported by factors including changing patient populations, increasing diversity and advances in diagnostics and technology. Applicants must be advanced practice nurses and hold the MSN degree.
2. The **DNP Nurse Executive** program is designed to prepare the top level executive for a health system. Content focuses on executive leadership skills, working with vulnerable populations, fiscal and human resource management, quality magnet achievement, emerging technology and organizational research in clinical issues. Applicants should have relevant health care management experience and be seeking an opportunity to advance to an executive level position.

Application deadline is September 15. Students may enroll in full time or part time study. The applications are available online at [www.odu.edu/dnp](http://www.odu.edu/dnp).

B. Curriculum Guides (See Appendices Q)

C. Course Credit/Clock Hours

Lecture courses	1 CR =	1 Clock Hour/Week
Seminar courses	1 CR =	2 Clock Hours/Week
Laboratory Courses	1 CR =	3 Clock Hours/week
Clinical Courses	1 CR =	4 Clock Hours/Week

D. APPENDICES

- A. Policy and Procedure for Appeal of Suspension in the College of Health Sciences
- B. Student Annual Physical Examination Form and Laboratory Testing and Immunization Requirements
- C. Student Physical Examination Form - Returning Student
- D. Student Personal Data Sheet
- E. Student Change of Name/Address Form
- F. Hepatitis B Vaccine - Information and Policy
- G. Hepatitis B Vaccination Release Form
- H. Malpractice Insurance Coverage
- I. Policy on Student Incidents in the Clinical/Laboratory Setting
- J. College of Health Sciences Student Incident Report
- K. Blood-Borne Pathogen Post Exposure Guidelines
- L. Acknowledgement of Risks Associated with Clinical Practice in the Laboratory/Clinical Setting
- M. Infectious Disease Policy
- N. Notice of Failure
- O. Notification of Probation

- P. Probation Reassessment
- Q. Curriculum Guides
- R. DNP Curriculum Guides

**APPENDIX A****POLICY AND PROCEDURE FOR APPEAL OF SUSPENSION  
IN THE COLLEGE OF HEALTH SCIENCES**

Reinstatement Policy for Suspended Graduate Students:

"All academic suspensions at the graduate level are for an indefinite period of time. Reinstatement is never automatic; a suspended student must initiate the appeal by submitting a letter to the Graduate Appeals Vice President for Research and Graduate Studies. All suspension appeals will be heard promptly by the Graduate Appeals Committee. The appellant will be reinstated (1) if the Appeals Committee finds the suspension was inappropriate according to University regulations or (2) if the ... conditions" listed in the current University catalog are satisfied.

Consult the current Old Dominion University catalog for further details.

**APPENDIX B**

**OLD DOMINION UNIVERSITY  
SCHOOL OF NURSING GRADUATE PROGRAM  
STUDENT HISTORY AND PHYSICAL EXAMINATION FORM**

This form is to be completed during the month of **August** and a photocopy (student is to keep the original) is due the **first** day of Fall semester. This form may be mailed or faxed to the School of Nursing Graduate Program.

**Section I: To be completed by STUDENT:**

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_ Phone (H): \_\_\_\_\_

\_\_\_\_\_ Phone (W): \_\_\_\_\_

Health History: Please complete the following information

	No	Yes	If Yes, Explain		No	Yes	If Yes, Explain
Recent weight loss or gain				Indigestion, nausea, vomiting, diarrhea, constipation			
Fatigue, fever, sweats				Frequent bladder infections or excessive urination			
Difficulty with vision or hearing				Abnormal menses or vaginal discharge (female)			
Freq. or unusual headache				Penile discharge or testicular lumps (male)			
Difficulty swallowing, hoarseness, sore throat				Joint pain, muscle weakness			
Swollen glands or lumps in neck, groin, axilla				Neck or Back pain			
Dizziness, fainting				Numbness, weakness or arms or legs			
Chronic cough, wheezing, short of breath				Excessive bruising or bleeding			
Chest pain, palpitations or ankle swelling				Depression, anxiety, insomnia			

**Section II: To be completed by PHYSICIAN, NP OR PA:**

Previous Medical History:

Pertinent Family History:

Pertinent Social History:

Under Current Medical Care: \_\_\_ NO \_\_\_ YES      If YES, please explain:

Current Medications:

Allergies:

### PHYSICAL EXAMINATION

Wt \_\_\_\_\_ Ht \_\_\_\_\_ Bp Pulse \_\_\_\_\_ Vision: OS \_\_\_\_\_ OD \_\_\_\_\_ OU \_\_\_\_\_

	Check if WNL	Abnormality noted and comments
General appearance		
Skin, Hair, Nails		
Eyes (including vision screening)		
Ears (including hearing)		
Nose, Throat, Mouth, Teeth		
Neck, Thyroid, Nodes		
Lungs		
Heart		
Abdomen		
Breasts		
Musculoskeletal		
Neurological		
Reproductive * Pelvic exam/Pap not req.		

**Does this individual have any physical or mental conditions, disabilities or medical limitations that would prohibit the individual from functioning in the capacity of an Advanced Practice Nurse?**

\_\_\_\_\_ **NO**

\_\_\_\_\_ **YES Please explain:**

**LABORATORY TESTING AND IMMUNIZATION REQUIREMENTS:**

**1. PPD placed and read during August:**

Date Given \_\_\_\_\_ Date Read \_\_\_\_\_ Results \_\_\_\_\_

**If new positive PPD,** 1) current Chest X Ray required (attach results)

**If past positive PPD,** 1) document TB prophylaxis received and 2) Chest X Ray **within the past year** required (attach results)

**AND** 3) this individual is free of fever, night sweats, weight loss, loss of appetite, malaise, cough:  
Yes, free of symptoms \_\_\_\_\_ Date \_\_\_\_\_

**Please answer yes or no to the following:**

\_\_\_\_\_ Since your last PPD review have you worked in a location where patients with active TB received care or services?

\_\_\_\_\_ Since your last PPD have you lived or had close contact with someone who has TB disease?

\_\_\_\_\_ Since your last PPD have you had an abnormal CXR?

\_\_\_\_\_ Since your last PPD has a healthcare practitioner told you that your immune system isn't working or can't fight infection?

\_\_\_\_\_ Since your last PPD have you traveled outside the USA, if so where? \_\_\_\_\_

\_\_\_\_\_ Since your last PPD have you had any of the below symptoms for more than 3 weeks at a time?

- |  |  |
|--|--|
| <input type="checkbox"/> Persistent cough            | <input type="checkbox"/> Hoarseness        |
| <input type="checkbox"/> Excessive weight loss       | <input type="checkbox"/> Excessive fatigue |
| <input type="checkbox"/> Excessive sweating at night | <input type="checkbox"/> Coughing up blood |
| <input type="checkbox"/> Persistent fever            | <input type="checkbox"/> None of the above |

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**2. Immunization records showing the receipt of the following vaccines **must be ATTACHED to this form:****

- **HEPATITIS B** Vaccines #1, #2, and #3, **OR** a notation that the patient has had a Medical Contraindication to receiving the vaccines and is not a chronic carrier of Hepatitis B.

<b>Hepatitis B Vaccine</b>	Date Received	Immunity (Pos / Neg)	Medical Contraindication <b>(Attach Form)</b>
HepB #1			
HepB #2			
HepB #3			
HepBTiter			

If the individual is beginning the vaccine series, provide documentation that HBV #1 has been given. The student will need to provide additional documentation of receipt of HBV #2 and HBV #3 vaccines as these are completed.

**THE HepB SERIES MUST BE COMPLETED BY MARCH OF THE SPRING SEMESTER OR YOU WILL NOT ATTEND CLINICALS.**

**Tdap (Tetanus, Diptheria, Pertussis) within eight years. Specify date: \_\_\_\_\_ if this immunization is contraindicated please submit documentation.**

- 3. Results of antibody titers showing immunity to the following must be provided: **Please attach documentation of these titers to this physical form.**

Titer	Date Drawn	Date Read	Value	Immunity (Pos / Neg)
Rubeola				
Mumps				
Rubella				
Varicella				
HepB				

**If any of these titers do not show immunity, the appropriate vaccine(s) or boosters are to be administered unless medically contraindicated.**

This form **MUST BE SIGNED AND DATED** by the Physician, NP, or PA

\_\_\_\_\_  
 Physician, NP, or PA: \_\_\_\_\_  
 (signature)

\_\_\_\_\_  
 Physician, NP, or PA: \_\_\_\_\_  
 (print name)

Date: \_\_\_\_\_

Provider Address: \_\_\_\_\_

---

**IMPORTANT Checkoff list:**

1. \_\_\_\_\_ **Attached copies of lab titer results AND record of appropriate immunization to this form.**
2. \_\_\_\_\_ **PPD and Tetanus information recorded.**
3. \_\_\_\_\_ **HepB #1, #2, #3 and titer information recorded and attached.**
4. \_\_\_\_\_ **Titers for Rubeola, Mumps, Rubella, Varicella, HepB Have been recorded and attached to this form.**
5. \_\_\_\_\_ **Copy of CURRENT CPR Card attached to this form. (Healthcare Providers level-Adult, Child, Infant) Expiration date must be valid through July of next year.**
6. \_\_\_\_\_ **Signed Student Health Form.**

Tuberculosis Surveillance and Vaccine Preventable Disease Immunity information supplied to Old Dominion University School of Nursing on your health physical form may be given to clinical facilities upon their request for such information. Failure to have the information supplied to clinical facilities would result in lack of clinical placement and failure in a clinical course. Your signature below indicates agreement with information being given to clinical agencies.

**Student Printed Name:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**APPENDIX C**  
**OLD DOMINION UNIVERSITY**  
**SCHOOL OF NURSING**  
**STUDENT PHYSICAL EXAMINATION FORM**  
**RETURNING STUDENT**

This form is to be completed during the month of August. Please return a copy of this form to the Graduate Program office by the 1<sup>st</sup> day of classes in the Fall semester.

NAME: \_\_\_\_\_ DOB: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE : \_\_\_\_\_

\_\_\_\_\_

UIN: \_\_\_\_\_

**1) All returning students: PPD must be placed and read in August**

**Please answer yes or no to the following:**

- \_\_\_\_\_ Since your last PPD review have you worked in a location where patients with active TB received care or services?
- \_\_\_\_\_ Since your last PPD have you lived or had close contact with someone who has TB disease?
- \_\_\_\_\_ Since your last PPD have you had an abnormal CXR?
- \_\_\_\_\_ Since your last PPD has a healthcare practitioner told you that your immune system isn't working or can't fight infection?
- \_\_\_\_\_ Since your last PPD have you traveled outside the USA, if so where? \_\_\_\_\_
- \_\_\_\_\_ Since your last PPD have you had any of the below symptoms for more than 3 weeks at a time?

- |  |  |
|--|--|
| <input type="checkbox"/> Persistent cough            | <input type="checkbox"/> Hoarseness        |
| <input type="checkbox"/> Excessive weight loss       | <input type="checkbox"/> Excessive fatigue |
| <input type="checkbox"/> Excessive sweating at night | <input type="checkbox"/> Coughing up blood |
| <input type="checkbox"/> Persistent fever            | <input type="checkbox"/> None of the above |

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**DATE PPD PLACED: \_\_\_\_\_ DATE READ: \_\_\_\_\_ RESULTS: \_\_\_\_\_ MM**

**2) All returning students: Have received the Tdap vaccine within 8 years \_\_\_\_\_ (please attach copy of vaccine record)**

**3) All returning 2<sup>nd</sup> year students: Hepatitis B antibody titer (Anti HBs) must be measured *unless* previously reported with initial physical exam for nursing.**

**Staple photocopy of lab results to this form.**

- 4) All returning students must submit proof of valid CPR certification. Staple a photocopy of front and back of card to this document. CPR certification be valid through August.**

**Does this individual have any physical or mental conditions, disabilities or medical limitations that would prohibit the individual from functioning in the capacity of an advanced practice nurse?**

\_\_\_\_\_ **NO**

\_\_\_\_\_ **YES Please explain:**

**PHYSICIAN/HEALTH CARE PROVIDER:** \_\_\_\_\_  
**Signature**

**ADDRESS:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Tuberculosis Surveillance and Vaccine Preventable Disease Immunity information supplied to Old Dominion University School of Nursing on your health physical form may be given to clinical facilities upon their request for such information. Failure to have the information supplied to clinical facilities would result in lack of clinical placement and failure in a clinical course. Your signature below indicates agreement with information being given to clinical agencies.

**Student Printed Name:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## APPENDIX D

**OLD DOMINION UNIVERSITY  
SCHOOL OF NURSING  
STUDENT PERSONAL DATA SHEET**

Name: \_\_\_\_\_ Date \_\_\_\_\_

Current Address: \_\_\_\_\_ Phone: (H) \_\_\_\_\_

Permanent Address: \_\_\_\_\_ Phone: (W) \_\_\_\_\_

Address: \_\_\_\_\_ Cell #/Pgr: \_\_\_\_\_

\_\_\_\_\_ Male  Female

**County** in which you live: \_\_\_\_\_ Age: \_\_\_\_\_  
(REQUIRED-COUNTY NOT Country)

E-Mail Address: \_\_\_\_\_ Marital Status: \_\_\_\_\_  
(Required)

UIN #: \_\_\_\_\_ # of children: \_\_\_\_\_  
(Required)

In Case of Emergency:	
Name:	Relationship:
Street:	Phone:
City/State/Zip:	

Are you a member? **Golden Key**  **Sigma Theta Tau**

**Phi Kappa Phi**  **Who's Who**

Other Honor Organizations: \_\_\_\_\_

Employment status:

**Full time**  **Part time**  **# of Hours/Week** \_\_\_\_\_

Place of Employment: \_\_\_\_\_

University or College Activities in which you participate:

\_\_\_\_\_

Name: \_\_\_\_\_ UIN #: \_\_\_\_\_

Community Service Activities in which you participate:

---



---

Date of Birth: \_\_\_\_\_ LPN: **Yes**  **No**

Transfer Student: **Yes**  **No**  If yes, **name of previous college(s) attended:** \_\_\_\_\_

Do You Have Other Degrees? **Yes**  **No**  **If yes, specify degree and name of college:** \_\_\_\_\_

Racial/Ethnic Background: (This data is used for NLNAC statistical purposes only.)

**African/American**       **Hispanic**       **Asian/Pacific Islander**   
**Caucasian**       **American Indian/Alaskan**   
**Other:**       **Please specify** \_\_\_\_\_

**Are you a U.S. Citizen?** **Yes**       **No**   
**If no, Country of Citizenship** \_\_\_\_\_

Are you Affiliated with the Military?  **Yes**  **No** If yes, is it?  **Spouse**  **Family**  **Self**

**Active Duty,**  **Reserve,**  **Veteran,** *AND* **Branch of Service:**

Financial Support for College Education (indicate percent from each category; should total 100%)

\_\_\_\_\_ **Self;** \_\_\_\_\_ **Parents;** \_\_\_\_\_ **Spouse;** \_\_\_\_\_ **Financial Aid (specify loan, GI Bill,**

**Scholarship, etc)** \_\_\_\_\_

**Other (specify)** \_\_\_\_\_

**PLEASE CONTINUE ON THE NEXT PAGE.....**

Please answer the following questions (REQUIRED for statistics only):

1. Did you have low average SAT/ACT scores in high school or below the average State test results? Yes  No
2. Did you graduate from a school district where 50% or less of graduates go to college? Yes  No
3. Do you have a diagnosed physical or mental impairment that substantially limits participation in educational experiences? Yes  No
4. Is English your primary language? Yes  No
5. Are you the first person to attend college in your family? Yes  No
6. Did you graduate from a high school where at least 30% of enrolled students are eligible for free or reduced price lunches? Yes  No
7. Household Income:
- |                          |                     |                          |                     |
|--------------------------|---------------------|--------------------------|---------------------|
| <input type="checkbox"/> | ↓ \$10,000          | <input type="checkbox"/> | \$25,001 - \$40,000 |
| <input type="checkbox"/> | \$10,001 - \$15,000 | <input type="checkbox"/> | ↑ \$40,000          |
| <input type="checkbox"/> | \$15,001 - \$25,000 |                          |                     |

**APPENDIX E****OLD DOMINION UNIVERSITY  
SCHOOL OF NURSING****STUDENT CHANGE OF NAME / ADDRESS****Name:** \_\_\_\_\_**Previous Name:** \_\_\_\_\_**ODU UIN #:** \_\_\_\_\_**New Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Previous Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_**Cell Phone:** \_\_\_\_\_**Email Address:** \_\_\_\_\_

**Please remember to change your name/address with the  
University Admissions Office**

**APPENDIX F****OLDDOMINIONUNIVERSITY  
SCHOOL OF NURSING****Hepatitis B Vaccine  
Information and Policy**

The Hepatitis B virus (HBV) is a serious occupational risk in the nursing profession. According to the Centers for Disease Control (CDC), between 15-25% of health care workers will contract HBV during their careers. Exposure to blood and body fluids places an individual at risk for contracting Hepatitis B.

Hepatitis B is a viral infection caused by the HBV. Most people with the HBC recover completely, but approximately 5-10% become chronic carriers of the virus. Most of these people have no symptoms, but can continue to transmit the disease to others. Some carriers of the disease develop chronic, active Hepatitis that may progress to cirrhosis. Hepatitis B causes death in approximately 1-2% of those who are infected with the disease.

Infection with HBV can be prevented through vaccination. The CDC recommends a vaccination series for anyone frequently exposed to blood and other body fluids. Three vaccines are available: serum derived Hepatitis B and two genetically engineered vaccines - Recombivax HB and Engerix-B. These vaccines are highly effective and provide immunity from the HBV after receiving the full course of therapy (series of three injections).

Possible side effects of the vaccine are minimal. A few persons experience tenderness and redness at the site of injection. Low grade fever may occur. Rash, nausea, joint pain, and mild fatigue have also been reported.

All nursing students at Old Dominion School of Nursing are required to have Hepatitis B immunization. The series must be completed prior to first clinical experience unless there is a medical contraindication or the student can document immunity.

**APPENDIX G****OLDDOMINIONUNIVERSITY  
SCHOOL OF NURSING****Hepatitis B Vaccination Release Form**

The Hepatitis B virus (HBV) is a serious occupational risk in the nursing profession. Contact with blood and other body fluids from infected persons is the major cause of Hepatitis B virus infection in nurses. In addition to infection control and needle precautions, Old Dominion University School of Nursing strongly recommends that all nursing students be vaccinated against Hepatitis B virus. Proof of the vaccination series must be provided by students receiving the vaccination series. A signed release form must be provided annually to the School of Nursing from students electing not to receive the vaccine.

I \_\_\_\_\_ on \_\_\_\_\_  
(Printed Name) (Date)

\_\_\_\_\_  
(Signature)

elect not to receive the Hepatitis B vaccine and understand that OldDominionUniversity is released from any liabilities and consequences if I contract the Hepatitis B virus.

**APPENDIX H****Malpractice Insurance Coverage****CERTIFICATE OF COVERAGE**  
**(form not to be used - informational purposes only)**

ISSUED TO: **Affiliated Medical Organizations**

INSURER: COMMONWEALTH OF VIRGINIA

AUTHORIZATION: Risk Management Plan of the Commonwealth of Virginia and the Code of Virginia, §2.2-1837 and 2.2-1840

COVERAGE PERIOD: January 1, 2010 to December 31, 2015

PURPOSE: Verification of insurance coverage for authorized activities of OldDominionUniversity, its Faculty, Staff, Students, and Agents including Internships and Practicums for Faculty and Students

COVERAGES: Tort Liability including Auto and Medical Malpractice.

LIMITS: \$2,000,000 - Tort claims against persons  
\$100,000 - Tort claims against the Commonwealth

ADMINISTRATOR: Department of the Treasury  
Division of Risk Management  
P.O. Box 1879  
Richmond, VA23218-1879

This is for information only. It does not alter any provisions of the Risk Management Plan nor the Code of Virginia.

VERIFIED BY: *Kenneth R. Blow*  
Kenneth R. Blow, Director  
Office of Risk Management

**APPENDIX I****OLDDOMINIONUNIVERSITY  
SCHOOL OF NURSING****POLICY ON STUDENT INCIDENTS IN THE CLINICAL/LABORATORY SETTING**

Any student involved in an incident related to laboratory/clinical experiences must adhere to the following:

- a. Any incident must be reported immediately to the clinical supervisor/faculty at the facility and the Undergraduate or Graduate Program Director. In addition, the course coordinator must be notified within 24 hours of the incident.
- b. The College of Health Sciences Student Incident Report Form is to be completed and signed by the student, clinical supervisor/faculty, and course coordinator. If referral for treatment is indicated, the treatment facility should complete items 14-17.
- c. The completed incident form should be returned to the course coordinator within seven (7) days of the incident.

The course coordinator will file all completed incident report forms with the Assistant Administrator to the Chairperson of the School of Nursing. The School of Nursing will maintain a file of completed incident forms for a period of seven (7) years.

Clinical/laboratory faculty will have copies of the College of Health Sciences Student Incident Report Forms available in the clinical/laboratory setting. A sample of the form will be placed in the undergraduate and graduate student handbooks and clinical/course syllabi.

Students who are unable to obtain appropriate follow-up at the facility when the incident occurred should call Student Health Services at 683-3132. After hours assistance may be obtained from the Nurse Practitioner on call for Student Health Services by calling ODU Campus Security at 683-4000 and having the Nurse Practitioner paged.

Students are responsible for expenses associated with clinical incidents (SEE HEALTH INSURANCE INFORMATION).

**APPENDIX J**

**OLDDOMINIONUNIVERSITY  
COLLEGE OF HEALTH SCIENCES  
STUDENT INCIDENT REPORT**

(Include accidents, exposure to hazardous substance or disease.)

1. PLEASE PRINT

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Social Security Number \_\_\_\_\_ Phone \_\_\_\_\_  
 School \_\_\_\_\_

2. OCCURRENCE DATE \_\_\_\_\_ Day of Week \_\_\_\_\_

3. OCCURRENCE TIME \_\_\_\_\_ AM / PM

4. REPORT DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_

5. LOCATION OF OCCURRENCE \_\_\_\_\_

6. ACTIVITY INVOLVED (check all that apply)

_____ Lifting Patient	_____ Transport Patient
_____ Lifting Other	_____ Transport Equipment
_____ Invasive Procedure/Injection	_____ Equipment Use/Repair
_____ Other Patient Care	_____ Walking
_____ Non-Work Activity	_____ Hazardous Substance
	_____ Infectious Exposure

Explain: \_\_\_\_\_

Other (explain) \_\_\_\_\_

7. TYPE OF INJURY (check all that apply)

_____ No Apparent Injury	_____ Foreign Body
_____ Laceration / Abrasion	_____ Strain / Sprain
_____ Puncture	_____ Fracture
_____ Burn	_____ Amputation
_____ Bruise / Crush	_____ Electrical Shock
_____ Bite / Scratch	
_____ Other (explain)	

8. PART of BODY (check all that apply)

Left		Right		Left		Right
_____	Head	_____		_____	Elbow	_____
_____	Eye	_____		_____	Hand	_____
_____	Ear	_____		_____	Finger(s)	_____
_____	Face	_____		_____	Wrist	_____
_____	Neck	_____		_____	Leg	_____
_____	Chest	_____		_____	Groin	_____
_____	Abdomen	_____		_____	Knee	_____
_____	Back	_____		_____	Foot	_____
_____	Arm	_____		_____	Toe(s)	_____
_____	Shoulder	_____		_____	Ankle	_____

9. POSSIBLE CAUSES (check all that apply)

_____	Unclear as to Policy/Procedure	_____	Unaware of Safety Hazard
_____	Patient Initiated Occurrence	_____	Foreign Material on Floor
_____	Improper Clothing/Equipment	_____	Building/Premises Defect
_____	Equipment Defect/Malfunction	_____	Improper Body Handling
_____	Poor Illumination		
_____	Other (explain)		

10. ODU SUPERVISOR NOTIFIED AT TIME OF OCCURRENCE

\_\_\_\_\_ Yes          \_\_\_\_\_ No      Name \_\_\_\_\_

11. DESCRIPTION OF OCCURRENCE

\_\_\_\_\_  
\_\_\_\_\_

12. WITNESSED BY (please print)

Name \_\_\_\_\_ Phone \_\_\_\_\_  
Name \_\_\_\_\_ Phone \_\_\_\_\_

13. MEASURES TAKEN TO PREVENT REOCCURRENCE

\_\_\_\_\_  
\_\_\_\_\_

14. TREATMENT

_____	No Treatment Necessary	_____	First-Aid
_____	Employee Health	_____	Refused Treatment
_____	Emergency Room	_____	Other

Hospital \_\_\_\_\_  
\_\_\_\_\_



**APPENDIX K**

**OLDDOMINIONUNIVERSITY  
SCHOOL OF NURSING**

**BLOOD-BORNE PATHOGEN  
POST EXPOSURE GUIDELINES**

1. Identify source person and test source person for HIV and blood-borne hepatitis strains (HbcAb, HBsAg, ANTI-HCV).
2. Disclose source testing results to the exposed health care worker/student. Be certain exposed Individual understands that the source patients confidentiality must be maintained.
3. Collect blood from the exposed health care worker for HIV and Hepatitis testing as follows:  
  
HbsAb (if has received Hep B Vaccine)  
ANTI-HIV (baseline, 6 weeks, 12 weeks and 6 months Post-Exposure)  
ANTI-HIV (baseline, 12 months)
4. Administer post-exposure prophylaxis of the exposed health care worker according to current U.S. Public Health Service Recommendations. Hep B Vaccine if has not received + HBIG, Hep B Vaccine Booster if HbsAb low or undetectable + HBIG, Repeat HBIG in 30 days if refuse Hep B Vaccine. Prophylaxis for HIV should be offered within 1-2 hours if source patient has HIV or is at high risk for HIV.
5. Counsel the exposed health care worker about risks, symptoms of possible infection and strategies to prevent infecting others.
6. Evaluate any reported health care worker symptoms.

Health care worker has been evaluated according to guidelines 1-6 above:

Yes \_\_\_\_\_ No

Signature \_\_\_\_\_

Health Care Worker \_\_\_\_\_ Has or \_\_\_\_\_ Has not received Hepatitis B Vaccine.

Signature \_\_\_\_\_

Type of exposure	Antiretroviral	Source material* Antiretroviral	
		prophylaxis <sup>†</sup>	regimen <sup>§</sup>
Percutaneous	Blood <sup>†</sup>		
	Highest risk	Recommend	ZDV plus 3TC plus IDV
	Increased risk	Recommend	ZDV plus 3TC, ± IDV**
	No increased risk	Offer	ZDV plus 3TC
	Fluid containing visible blood, other potentially infectious fluid <sup>††</sup> , or tissue	Offer	ZDV plus 3TC
	Other body fluid (e.g., urine)	Not offer	
Mucous membrane IDV**	Blood	Offer	ZDV plus 3TC, ±
	Fluid containing visible blood, other potentially infectious fluid <sup>††</sup> , or tissue	Offer	ZDV ± 3TC
	Other body fluid (e.g., urine)	Not offer	
Skin, increased risk <sup>§§</sup>	Blood	Offer	ZDV plus 3TC, ± IDV**
	Fluid containing visible blood, other potentially infectious fluid <sup>††</sup> , or tissue	Offer	ZDV, ± 3TC
	Other body fluid (e.g., urine)	Not offer	

\*Any exposure to concentrated HIV (e.g., in a research laboratory or production facility) is treated as percutaneous exposure to blood with highest risk.

<sup>†</sup>*Recommend*-Postexposure prophylaxis (PEP) should be recommended to the exposed worker with counseling (see text). *Offer*-PEP should be offered to the exposed worker with counseling (see text). *Not offer*-PEP should not be offered because these are not occupational exposures to HIV (1).

<sup>§</sup>Regimens: zidovudine (ZDV), 200 mg three times a day; lamivudine (3TC), 150 mg two times a day; indinavir (IDV), 800 mg three times a day (if IDV is not available, saquinavir may be used, 600 mg three times a day). Prophylaxis is given for 4 weeks. For full prescribing information, see package inserts.

<sup>†</sup>*Highest risk*-BOTH larger volume of blood (e.g., deep injury with large diameter hollow needle previously in source patient's vein or artery, especially involving an injection of source-patient's blood) AND blood containing a high titer of HIV (e.g., source with acute retroviral illness or end-stage AIDS; viral load measurement may be considered, but its use in relation to PEP has not been evaluated). *Increased risk*-EITHER exposure to larger volume of blood OR blood with a high titer of HIV. No *increased risk*-NEITHER exposure to larger volume of blood NOR blood with a high titer of HIV (e.g., solid suture needle injury from source patient with asymptomatic HIV infection).

\*\*Possible toxicity of additional drug may not be warranted (see text).

<sup>††</sup>Includes semen; vaginal secretions; cerebrospinal; synovial, pleural, peritoneal, and amniotic fluids.

<sup>§§</sup>For skin, risk is increased for exposures involving a high titer of HIV, prolonged contact, an extensive area, or an area in which skin integrity is visibly compromised. For skin exposures without increased risk, the risk for drug toxicity outweighs the benefit of PEP.

**APPENDIX L****OLDDOMINIONUNIVERSITY  
SCHOOL OF NURSING****ACKNOWLEDGEMENT OF RISKS ASSOCIATED WITH CLINICAL  
PRACTICE IN THE LABORATORY/CLINICAL SETTING**

Student Name: \_\_\_\_\_

Course: \_\_\_\_\_

Semester and Year: \_\_\_\_\_

I have been informed and advised of potential risks associated with clinical practice in the laboratory/clinical setting. Also, I have been informed of the measures to be used to minimize these risks and measures to be taken in the event of injury or exposure to an infectious or hazardous substance or situation. I have read the following publications and documents:

1. Infectious Disease Policy for ODU School of Nursing
2. Policy on Student Incidents in the Clinical/Laboratory Setting (Syllabus)
3. PHS Guidelines for Management of Health Care Worker Exposures to HIV
4. Immunization of Health Care workers: Recommendations of ACIP and HICPAC
5. Prevention of Hepatitis A through Active or Passive Immunization: Recommendations of the Advisory Committee on Immunization Practices (10/01/99)
6. Recommendations for Prevention and Control of Hepatitis C virus (HCV) infection and HCV-Related Chronic Disease
7. Prevention and Treatment of Tuberculosis Among Patients Infected with Human Immunodeficiency Virus: Principles of Therapy and Revised Recommendations
8. Guidelines for National Human Immunodeficiency Virus Case Surveillance, Including Monitoring for Human Immunodeficiency Virus Infection and Acquired Immunodeficiency Syndrome.
9. Center for Disease Control and Prevention. Public Health Service Guidelines for the Management of Health-Care Worker Exposures to HIV and Recommendations for Postexposure Prophylaxis. MMWR 1998;47(No. RR-7);[inclusive page numbers].

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Updated: 9/26/2000**

## APPENDIX M

### OLDDOMINIONUNIVERSITY SCHOOL OF NURSING

#### INFECTIOUS DISEASE POLICY

##### INTRODUCTION

The management of issues related to infectious diseases in Schools of Nursing is a significant concern, since the rapid increase of blood-borne diseases has caused an awareness of the need for policies and guidance. The following policy is concerned with all infectious diseases which may potentially be transmitted during the clinical education of students, including Human Immunodeficiency Virus (HIV), and Hepatitis B virus (HBV). This policy is consistent with "AIDs Guidelines for Schools of Nursing", (The National League for Nursing, 1988), "AIDS on the College Campus, (The American College Health Association, 1988, 1994), and "Policy and Guidelines for Addressing Human Immunodeficiency Virus and Hepatitis B Virus Infection in the Nursing Education Community" (AACN - 1992). This policy will be reviewed on an annual basis by the Risk Management Committee of the School of Nursing for continuing scientific correctness.

The Old Dominion University School of Nursing complies with non-discrimination policies of the University and with the College of Health Sciences regarding individuals with potentially disabling conditions, including those resulting from infectious diseases. Qualified individuals will not be denied admission to nursing program or employment as faculty on the basis of HIV status. Services normally provided by the university, college and school may not be abridged due to such conditions.

It is the goal of the School of Nursing to promote a safe environment for students, faculty, and the clients with whom we come in contact. These risks are minimized by careful adherence to Centers for Disease Control (CDC) Universal Precautions guidelines for all client contacts.

However, the nature of the profession of nursing is such that students and faculty may potentially become infected by clients with infectious diseases and may in some cases have the potential to infect those clients with whom they come in contact. Although confidentiality of medical information and individual rights are recognized and supported, the importance of maintaining safety for clients, students and faculty may take precedence in some circumstances. The necessity for the School of Nursing to comply with infectious disease policies of affiliating institutions utilized for student clinicals must also be considered in the **development of School of Nursing policies relating to infectious diseases.**

##### TESTING AND IMMUNIZATION GUIDELINES

Current requirements for student infectious disease testing/immunization are documented in the School of Nursing physical examination form which must be submitted by students prior to entry into clinical settings. Faculty testing/ immunization are documented on the faculty physical examination form which is submitted by new clinical faculty upon hiring. After initial documentation of immunizations and titers, students and faculty must submit documentation of annual PPDs. These requirements are reviewed and revised annually by the Risk Management Committee to ensure adherence to current Centers for Disease Control (CDC) recommendations and the requirements of affiliating institutions. HIV screening is not currently recommended by Centers for Disease Control for health care workers and is accordingly not required. Students who desire voluntary anonymous or confidential HIV testing will be referred by faculty to appropriate testing sites. Knowledge of current testing sites will be maintained by the Infection Control Committee.

HBV vaccination series is required for non-immune students and faculty due to the risk of blood exposures during clinical experiences. Students and faculty declining HBV vaccine for due to medical risk conditions must sign a form documenting their awareness of the risk of exposure to HBV during clinical experiences as well as the potential outcome from such exposure.

Affiliating agencies are required to provide necessary supplies for caregivers to comply with CDC Universal Precautions guidelines. This requirement will be documented in affiliation agreements.

## **CLINICAL EXPERIENCE GUIDELINES FOR FACULTY AND STUDENTS**

Nursing professionals, including faculty, have a fundamental responsibility to provide care to all clients assigned to them. Refusal to care for AIDs patient is contrary to the ethics of the nursing profession. Student comfort in caring for these clients is facilitated by the demonstration of skillful role modeling by faculty in the rendering of skillful and compassionate care to such clients. Faculty counseling will be provided for those students who refuse to care for any assigned client. Such cases will be handled as individual instances in which students have not met the course requirements.

Nursing students, faculty, or staff who believe they may be at risk for HIV antibody, HBeAG, or HBsAG have an obligation to be tested. While the testing decision should be voluntary for the individual, there may be instances (such as an exposure of a client to a student's blood) in which testing could be required. Testing records will be kept separately from academic or employment files in the School of Nursing Chairperson. They will be kept in a location where they are accessible only to the Chairperson, and will be accessible only on a need to know basis with the individual's written consent. Penalties will be imposed upon those who release testing information without authority.

All students with known or suspected airborne infections must notify their clinical instructor prior to initiation of direct client contact. Students with known or suspected blood borne infections or non-intact skin must notify the clinical instructor prior to performing any invasive procedure which may place the client or student at risk of infection. Students with known or suspected immune deficiencies should consult with their clinical instructor prior to caring for clients who may place them at undue risk of infection.

Infection with HIV or other agents does not automatically preclude participation in clinical experiences, but needs to be considered on a case by case basis, with concern for client, student and faculty safety foremost. Students or faculty with HIV should consult their own health care providers to determine the risks of specific clinical settings to their own health. If modifications/accommodations in clinical education or job functions are required, these will be determined on a case-by-case basis by a panel of health care experts designated for that purpose. Any modification of clinical activity of HIV positive students or faculty should take into account the nature of the clinical activity, the technical expertise of the infected person, the risks posed by HIV carriage, functional disabilities and the transmissibility of simultaneously carried infectious agents.

A student or faculty member has an ethical duty to report an accident that exposes him/herself or a patient to a risk of transmission of a blood borne disease. The Significant Exposure Policy of the Old Dominion University College of Health Sciences will be followed if such an accident occurs. Accidental exposure to blood or body fluids should also be documented via incident report forms according to institutional and School of Nursing/College of Health Sciences policy. (See attached)

## **GUIDELINES FOR PREVENTION OF INFECTION**

It is the responsibility of students and faculty to maintain knowledge of up to date guidelines for prevention of bloodborne (CDC Universal precautions) and airborne agents in the workplace, and to adhere to these guidelines. Prior to their first clinical experience, and annually thereafter, all student are required to review written materials documenting risks of clinical practice in the laboratory/clinical setting, and strategies to minimize these risks. These materials also contain procedures to follow in the event of known or suspected exposure to infectious agents in clinical settings.

In the clinical setting, it the responsibility of the student to discuss questions they may have with respect to any procedure or practice with their clinical instructor prior to undertaking the activity. It is the responsibility of the clinical faculty to reinforce safe practice, and to provide appropriate supervision for students performing potentially hazardous activities.

**APPENDIX N****OLDDOMINIONUNIVERSITY  
SCHOOL OF NURSING**

Master of Science in Nursing

**Notice of Failure**

Student's Name:  
 MSN Track:  
 Course Faculty:  
 Date meeting:

Assessment of Failure criteria:Student performance on each course objectives:

Action of Faculty:

\_\_\_\_ Course failure

\_\_\_\_\_ Mid-semester warning

\_\_\_\_\_ Mid-semester probation

The undersigned have reviewed this notification of failure and attest to the accuracy of the contents.

Course Faculty: \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_

The undersigned have reviewed this notification of failure and attest to the accuracy of the contents. I understand that I may request to retake this course when it is offered. I also am aware that a second failure of this course or an additional failure in any graduate course will result in dismissal from the School of Nursing Graduate Program. I was informed that I have the right to grade appeal.

Student's Signature: \_\_\_\_\_

Signed copies of this form are distributed to the Student, course faculty, and maintained in the student files in the Office of Graduate Student Services in HESC 3009.

**APPENDIX O**

**OLDDOMINIONUNIVERSITY  
SCHOOL OF NURSING**

**Masters of Science in Nursing**

**Notification of Probation**

Student's Name: \_\_\_\_\_  
MSN Track: \_\_\_\_\_

Members of probationary Committee: \_\_\_\_\_

Date of probationary meeting: \_\_\_\_\_

1. Student Conduct or Performance Deficiencies:

The student's deficiencies identified by the committee following review of evaluations, records, cases and/or other student program performance data:  
(describe the specific performance deficiencies and dates and evidence here)

2. Description of Probation:

Term of probation: (state the actual dates, ie February 15-March 15, 2\*\*\*)

Date for reassessment: (state the date for reassessment by committee)

Conditions of probation:(state the criteria that will be assessed and the performance expectations including the behaviors that may result in failure)

The student has reviewed the School of Nursing Graduate Policies on probation and course failure and program dismissal.

The undersigned have reviewed this notification of probation and attest to the accuracy of the contents.

Probationary Committee: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's Signature : \_\_\_\_\_ Date: \_\_\_\_\_

Signed copies of this form are distributed to the Student, members of the probationary committee and maintained in the student files in the Office of Graduate Student Services in HESC 3009. If a student is removed from probation, a Probation Reassessment and Action Form must be completed and placed in the student's file.

**APPENDIX P****OLDDOMINIONUNIVERSITY  
SCHOOL OF NURSING**

Masters of Science in Nursing

Probation Reassessment

Student's Name: \_\_\_\_\_

MSN Track: \_\_\_\_\_

Members of probationary Committee: \_\_\_\_\_

Date of probation reassessment meeting: \_\_\_\_\_

Assessment of Probationary criteria:

Term of probation completed: (state the actual dates, ie February 15-March 15, 2\*\*\*)

Date for reassessment: (state the date for reassessment by committee)

Student performance on each probation criteria: State the criteria from "Notification of Probation Form", the student performance on each criteria during probation, and rate each criteria as met or unmet)

## Action of Probationary Committee:

- \_\_\_\_\_ Course failure  
 \_\_\_\_\_ Continued Probation (state revised term of probation with date for reassessment)  
 \_\_\_\_\_ Removed from probation  
 \_\_\_\_\_ Other: (Describe Action)

The undersigned have reviewed this notification of probation and attest to the accuracy of the contents.

Probationary Committee: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Student's Signature: \_\_\_\_\_

Signed copies of this form are distributed to the Student, members of the probationary committee and maintained in the student files in the Office of Graduate Student Services.

## APPENDIX Q

**OLD DOMINION UNIVERSITY  
SCHOOL OF NURSING MSN PROGRAM  
CURRICULUMS**

**NURSE ADMINISTRATOR FULL TIME CURRICULUM****FIRST YEAR FIRST SEMESTER (Fall)**

NURS 610	Theoretical Foundations for Nursing Practice	3
NURS 616	Organizational Leadership: Transformational Strategies in Focus Area	2
NURS 732	Health Care Populations, Diversity and Outcomes	3
NURS 735	Organizational Leadership	<u>3</u>
		11

**FIRST YEAR SECOND SEMESTER (Spring)**

NURS 611	Research an Introduction to Design	3
NURS 617	Strategic Leadership: Transformational Strategies in Focus Area	2
NURS 740	Strategic Leadership	3
NURS 780	Financial Issues in Nursing Administration	<u>3</u>
		11

**FIRST YEAR THIRD SEMESTER (Summer)**

NURS XXX	Graduate Nursing Elective	3
NURS 812	Evidence-Based Management for Quality Improvement	3
NURS 814	Competitive Resource Design and Utilization	3
NURS 690	Comprehensive Examination	<u>0</u>

**TOTAL CREDITS****31**

**NURSE ANESTHESIA FULL TIME CURRICULUM****FIRST YEAR FIRST SEMESTER (Fall)**

NURS 610	Theoretical Foundations for Nursing Practice <i>via Blackboard</i>	3
NURS 646	Structure & Function for Advanced Nursing Practice I	3
NURA 660	Pharmacotherapeutics for Nurse Anesthesia	3
NURA 650	Medical Physical Sciences	3
NURA 654	Professional Aspects of Nurse Anesthesia	<u>3</u>
		15

**FIRST YEAR SECOND SEMESTER (Spring)**

NURS 611	Research: An Introduction to Design <i>via Blackboard</i>	3
NURS 647	Structure & Function for Advanced Nursing Practice II	3
NURA 651	Pharmacology of Anesthesia Drugs	4
NURA 652	Principles of Anesthesia Practice I	<u>4</u>
		14

**FIRST YEAR THIRD SEMESTER (Summer)**

NURA 694	Advanced Physical Assessment	3
NURA 653	Principles of Anesthesia Practice II	2
NURA 754	Anesthesia Practicum-Orientation to the Operating Room	4
NURS 648	Disease Processes for Advanced Practice	<u>2</u>
		11

**SECOND YEAR FIRST SEMESTER (Fall)**

NURA 655	Principles of Anesthesia Practice III	4
NURA 755	Clinical Practicum A	<u>6</u>
		10

**SECOND YEAR SECOND SEMESTER (Spring)**

NURA 756	Clinical Practicum B	10
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**SECOND YEAR THIRD SEMESTER (Summer)**

NURA 757	Clinical Practicum C	10
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**THIRD YEAR FIRST SEMESTER (Fall)**

NURA 758	Clinical Practicum D	10
NURS 690	Comprehensive Exam	<u>0</u>
		10
<b>TOTAL CREDITS</b>		<b>80</b>

## **NURSE EDUCATOR FULL TIME CURRICULUM**

### **FIRST YEAR FIRST SEMESTER (Fall)**

NURS 610	Theoretical Foundations for Nursing Practice	3
NURS 634	Nurse Educator/Faculty Internship I: Classroom Instruction (Eight hours/week- focus in classroom teaching)	2
NURS 636	Instructional Delivery Methods in Nursing Education	3
NURS 732	Health Care Populations, Diversity and Outcomes	<u>3</u>
		11

### **FIRST YEAR SECOND SEMESTER (Spring)**

NURS 611	Research an Introduction to Design	3
NURS 620	Professional Relationships & H R Management	3
NURS 644	Clinical Teaching Methods for the Nurse Educator	2
NURS 645	Nursing Curriculum Design and Course Development	3
NURS 649	Nurse Educator/Faculty Internship II: Clinical Instruction (Eight hours/week-focus clinical teaching)	<u>2</u>
		13

### **FIRST YEAR THIRD SEMESTER (Summer)**

NURS XXX	Graduate Nursing Elective	3
NURS 613	Issues In Advanced Nursing Practice	3
NURS 654	Assessment and Evaluation in Nursing Education	3
NURS 676	Professional Ethical and Legal Concepts of Nursing Education	3
NURS 690	Comprehensive Examination	<u>0</u>
		12

**TOTAL CREDITS** **36**

Internship courses:           The internships will be arranged with a faculty mentor and provide eight hours a week of supervised education experience focusing on faculty teaching.

**FAMILY NURSE PRACTITIONER FULL TIME CURRICULUM****FIRST YEAR FIRST SEMESTER (Fall)**

NURS 610	Theoretical Foundations for Nursing Practice	3
NURS 661	Pharmacotherapeutics for Primary Health Care Providers	3
NURS 670	Advanced Pathophysiology	3
NURS 671	Advanced Physical Assessment	1
NURS 672	Advanced Physical Assessment Laboratory	1
NURS 714	Family & Community Focused Primary Care	<u>1</u>
		12

**FIRST YEAR SECOND SEMESTER (Spring)**

NURS 611	Research: An Introduction to Design	3
NURS 663	Health Promotion and Maintenance	2
NURS 664	Primary Care Approaches for Women	3
<b>NURS 665</b>	<b>Advanced Family Nursing I Practicum</b>	2
NURS 762	Advanced Family Nursing I: Management of Acute Illnesses	<u>3</u>
		13

**FIRST YEAR THIRD SEMESTER (Summer)**

<b>NURS 764</b>	<b>Advanced Family Nursing II Practicum</b>	4
NURS 705	Primary Care Approaches for Children	3
NURS 613	Issues in Advanced Nursing Practice	<u>3</u>
		10

**SECOND YEAR FIRST SEMESTER (Fall)**

<b>NURS 767</b>	<b>Advanced Family Nursing III Practicum</b>	5
NURS 768	Nursing Seminar in Complex Health Problems	1
NURS 765	Advanced Family Nursing II: Management of Chronic Illnesses	3
NURS 690	Comprehensive Examination	<u>0</u>
		9

**TOTAL CREDITS** **44**

**Bolded courses indicate a lab fee.**

**NURSE MIDWIFERY FULL TIME CURRICULUM****FIRST YEAR FIRST SEMESTER (Fall) (ODU)**

NURS 610	Theoretical Foundations of Nursing	3
NURS 670	Advanced Pathophysiology	3
NURS 671	Advanced Physical Assessment Seminar	1
NURS 672	Advanced Physical Assessment Laboratory	1
NURS 714	Family Focused Primary Care	
NURS 661	Pharmacotherapeutics in Advanced Practice	<u>3</u>
		12

**FIRST YEAR SECOND SEMESTER (Spring) (ODU)**

NURS 611	Research I: Introduction to Design	3
NURS 663	Health Promotion and Maintenance	2
NURS 664	Primary Care Approaches for Women	3
<b>NURS 658</b>	<b>Advanced Nursing Practice in Women's Health I</b>	<u>2</u>
		10

**FIRST YEAR THIRD SEMESTER (Summer) (ODU)**

NURS 613	Issues in Advanced Nursing Practice	<u>3</u>
		3

**SECOND YEAR FIRST SEMESTER (Fall) (SU)**

NM 610	Primary Care of Women	3
NM 620	Comprehensive Antepartal Care	<u>3</u>
		6

**SECOND YEAR SECOND SEMESTER (Spring) (SU)**

NM 630	Midwifery Practicum	3
NM 640	Comprehensive Perinatal Care	<u>3</u>
		6

**SECOND YEAR THIRD SEMESTER (Summer) (SU)**

NM 650	Integrated Midwifery Practicum	6
NM 660	Advanced Nurse-Midwifery Role Development	1
	Comprehensive Exam	<u>0</u>
		7

<b>TOTAL CREDITS</b>		<b>44</b>
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**WOMEN'S HEALTH NURSE PRACTITIONER FULL TIME CURRICULUM****FIRST YEAR FIRST SEMESTER (Fall)**

NURS 610	Theoretical Foundations of Nursing	3
NURS 670	Advanced Pathophysiology	3
NURS 671	Advanced Physical Assessment Seminar	1
NURS 672	Advanced Physical Assessment Laboratory	1
NURS 714	Family Focused Primary Care	1
NURS 661	Pharmacotherapeutics in Advanced Practice	<u>3</u>
		12

**FIRST YEAR SECOND SEMESTER (Spring)**

NURS 611	Research I: Introduction to Design	3
NURS 663	Health Promotion and Maintenance	2
NURS 664	Primary Care Approaches for Women	3
NURS 658	Advanced Nursing Practice in Women's Health I	2
NURS 762	Advanced Family Nursing I: Management of Acute Illness	<u>3</u>
		13

**FIRST YEAR THIRD SEMESTER (Summer)**

NURS 787	Advanced Perinatal Nursing	3
NURS 659	Advanced Nursing Practice in Women's Health II	2
NURS 613	Issues in Advanced Nursing Practice	<u>3</u>
		8

**SECOND YEAR FIRST SEMESTER (Fall)**

NURS 660	Advanced Nursing Practice in Women's Health III	6
NURS 686	Synthesis of Advanced Practice Concepts	3
NURS 690	Comprehensive Examination	<u>0</u>
		9

**TOTAL CREDITS** **42**

**Courses in bold indicate a lab fee.**

**APPENDIX R****DOCTOR OF NURSING PRACTICE  
CURRICULUMS****DNP ADVANCED PRACTICE FULL TIME CURRICULM****FIRST YEAR FIRST SEMESTER (Spring) Credits**

NURS 800	DNP I: Caring for Vulnerable Populations	3
NURS 802	The Business of Practice	2
CHP 646	Epidemiology	3
NURS 865	Clinical Residency I	<u>1</u>
		9

**FIRST YEAR SECOND SEMESTER (Summer)**

NURS 801	DNP II: Transforming Practice	3
NURS 806	Practice-based Research/Evaluation	4
NURS 866	Clinical Residency II	<u>2</u>
		9

**FIRST YEAR THIRD SEMESTER (Fall)**

NURS 803	Leadership and Practice	3
NURS 807	Informatics/Database Management	3
NURS 867	Clinical Residency III	<u>3</u>
		9

**SECOND YEAR FOURTH SEMESTER (Spring)**

NURS 809	Health Care Planning and Policy	3
NURS 890	DNP Capstone	3
NURS 868	Clinical Residency IV	<u>3</u>
		9

<b>TOTAL CREDITS</b>		<b>36</b>
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**DNP NURSE EXECUTIVE FULL TIME CURRICULUM****FIRST YEAR FIRST SEMESTER (Spring) Credits**

NURS 800	DNP I: Care of Vulnerable Populations	3
NURS 810	Leadership in Complex Systems and Organizations	3
NURS 804	Clinical Research Methods	2
NURS 816	Nursing Executive Internship I	<u>1-3</u>
		9-12

**FIRST YEAR SECOND SEMESTER (Summer)**

NURS 812	Evidenced-Based Management for Quality Healthcare	3
NURS 806	Practice-based Research/Evaluation	4
NURS 817	Nursing Executive Internship II	<u>3-5</u>
		10-15

**FIRST YEAR THIRD SEMESTER (Fall)**

NURS 807	Informatics/Database Management	3
NURS 814	Competitive Resource Design and Utilization	3
NURS 818	Nursing Executive Internship II	<u>3-5</u>
		9-14

**FIRST YEAR FOURTH SEMESTER (Spring)**

NURS 809	Health Care Planning and Policy	3
NURS 890	DNP Capstone	3
NURS 819	Nursing Executive Internship IV	<u>3-5</u>
		9-14

<b>TOTAL CREDITS</b>		<b>37-55</b>
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**BS-MSN/DNP NURSE EXECUTIVE FULL TIME CURRICULUM****FIRST SEMESTER (Fall)**

NURS 610	Theoretical Foundations for Nursing Practice	3
NURS 732	Health Care Populations, Diversity and Outcomes	3
NURS 735	Organizational Leadership	<u>3</u>
		9

**SECOND SEMESTER (Spring)**

NURS 611	Research an Introduction to Design	3
NURS 740	Strategic Leadership	3
NURS 780	Financial Issues in Nursing Administration	<u>3</u>
		9

**THIRD SEMESTER (Summer)**

NURS XXX	Graduate Nursing Elective	3
NURS 812	Evidence-Based Management for Quality Improvement	3
NURS 814	Competitive Resource Design and Utilization	<u>3</u>
	<i>(Each course counts 3 credits towards MSN and DNP credits)</i>	9-11

**FOURTH SEMESTER (Fall)**

NURS 616	Nursing Administrator Residency	4
NURS 690	Comprehensive Examination	<u>0</u>
		4

**TOTAL CREDITS - MSN Awarded** **31**

**FIFTH SEMESTER (Spring)**

NURS 800	DNP I: Care of Vulnerable Populations	3
NURS 810	Leadership in Complex Systems and Organizations	3
NURS 804	Clinical Research Methods	2
NURS 816	Nursing Executive Internship I	<u>1-3</u>
		9-12

**SIXTH SEMESTER (Summer)**

NURS 812	Evidenced-Based Management for Quality Healthcare	3
NURS 806	Practice-based Research/Evaluation	4

NURS 817	Nursing Executive Internship II	<u>3-5</u>
		10-15

**SEVENTH SEMESTER (Fall)**

NURS 807	Informatics/Database Management	3
NURS 814	Competitive Resource Design and Utilization	3
NURS 818	Nursing Executive Internship II	<u>3-5</u>
		9-11

**EIGHTH SEMESTER (Spring)**

NURS 809	Health Care Planning and Policy	3
NURS 890	DNP Capstone	3
NURS 819	Nursing Executive Internship IV	<u>3-5</u>
		9-11

<b>TOTAL CREDITS – DNP Nurse Executive Awarded</b>		<b>67</b>
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**BS-MSN/DNP FNP ADVANCED PRACTICE FULL TIME CURRICULUM****FIRST SEMESTER (Fall)**

NURS 610	Theoretical Foundations for Nursing Practice	3
NURS 661	Pharmacotherapeutics for Primary Health Care Providers	3
NURS 670	Advanced Pathophysiology	3
NURS 671	Advanced Physical Assessment	1
NURS 672	Advanced Physical Assessment Laboratory	1
NURS 714	Family & Community Focused Primary Care	<u>1</u>
		12

**SECOND SEMESTER (Spring)**

NURS 611	Research: An Introduction to Design	3
NURS 663	Health Promotion and Maintenance	2
NURS 664	Primary Care Approaches for Women	3
NURS 665	Advanced Family Nursing I Practicum	2
NURS 762	Advanced Family Nursing I: Management of Acute Illnesses	<u>3</u>
		13

**THIRD SEMESTER (Summer)**

NURS 764	Advanced Family Nursing II Practicum	4
NURS 705	Primary Care Approaches for Children	3
NURS 613	Issues in Advanced Nursing Practice	<u>3</u>
		10

**FOURTH SEMESTER (Fall)**

NURS 767	Advanced Family Nursing III Practicum	5
NURS 768	Nursing Seminar in Complex Health Problems	1
NURS 765	Advanced Family Nursing II: Management of Chronic Illnesses	3
NURS 690	Comprehensive Examination	<u>0</u>
		9

**TOTAL CREDITS – MSN Awarded** **44**

**FIFTH SEMESTER (Spring)**

NURS 800	DNP I: Caring for Vulnerable Populations	3
NURS 802	The Business of Practice	3
NURS 805	Research Methods in Nursing Practice	2

	3	
NURS 865	Clinical Residency I	$\frac{1}{9}$

### **SIXTH SEMESTER (Summer)**

NURS 801	DNP II: Transforming Practice	3
NURS 806	Practice-based Research/Evaluation	4
NURS 866	Clinical Residency II	$\frac{2}{9}$

### **SEVENTH SEMESTER (Fall)**

NURS 803	Leadership and Practice	3
NURS 807	Informatics/Database Management	3
NURS 867	Clinical Residency III	$\frac{3}{9}$

### **EIGHTH SEMESTER (Spring)**

NURS 809	Health Care Planning and Policy	3
NURS 890	DNP Capstone	3
NURS 868	Clinical Residency IV	$\frac{3}{9}$

<b>TOTAL CREDITS – DNP Advance Practice Awarded</b>	<b>80</b>
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**BS-MSN/DNP MIDWIFERY ADVANCED PRACTICE FULL TIME CURRICULUM****FIRST SEMESTER (Fall) (ODU)**

NURS 610	Theoretical Foundations of Nursing	3
NURS 670	Advanced Pathophysiology	3
NURS 671	Advanced Physical Assessment Seminar	1
NURS 672	Advanced Physical Assessment Laboratory	1
NURS 714	Family Focused Primary Care	
NURS 661	Pharmacotherapeutics in Advanced Practice	<u>3</u>
		12

**SECOND SEMESTER (Spring) (ODU)**

NURS 611	Research I: Introduction to Design	3
NURS 663	Health Promotion and Maintenance	2
NURS 664	Primary Care Approaches for Women	3
NURS 658	Advanced Nursing Practice in Women's Health I	<u>2</u>
		10

**THIRD SEMESTER (Summer) (ODU)**

NURS 613	Issues in Advanced Nursing Practice	<u>3</u>
		3

**FOURTH SEMESTER (Fall) (SU)**

NM 610	Primary Care of Women	3
NM 620	Comprehensive Antepartal Care	<u>3</u>
		6

**FIFTH SEMESTER (Spring) (SU)**

NM 630	Midwifery Practicum	3
NM 640	Comprehensive Perinatal Care	<u>3</u>
		6

**SIXTH SEMESTER (Summer) (SU)**

NM 650	Integrated Midwifery Practicum	6
NM 660	Advanced Nurse-Midwifery Role Development	1
	Comprehensive Exam	<u>0</u>
		7

**TOTAL CREDITS - MSN and Midwifery Certificate Awarded 44**

**SIXTH SEMESTER (Spring) ODU**

NURS 800	DNP I: Caring for Vulnerable Populations	3
NURS 802	The Business of Practice	3
NURS 805	Research Methods in Nursing Practice	2
NURS 865	Clinical Residency I	<u>1</u>
		9

**SEVENTH SEMESTER (Summer)**

NURS 801	DNP II: Transforming Practice	3
NURS 806	Practice-based Research/Evaluation	4
NURS 866	Clinical Residency II	<u>2</u>
		9

**EIGHTH SEMESTER (Fall)**

NURS 803	Leadership and Practice	3
NURS 807	Informatics/Database Management	3
NURS 867	Clinical Residency III	<u>3</u>
		9

**NINTH SEMESTER (Spring)**

NURS 809	Health Care Planning and Policy	3
NURS 890	DNP Capstone	3
NURS 868	Clinical Residency IV	<u>3</u>
		9

**TOTAL CREDITS – DNP Advance Practice Awarded** **80**

**BS-MSN/DNP WHNP ADVANCED PRACTICE FULL TIME CURRICULUM****FIRST SEMESTER (Fall)**

NURS 610	Theoretical Foundations of Nursing	3
NURS 670	Advanced Pathophysiology	3
NURS 671	Advanced Physical Assessment Seminar	1
NURS 672	Advanced Physical Assessment Laboratory	1
NURS 714	Family Focused Primary Care	1
NURS 661	Pharmacotherapeutics in Advanced Practice	<u>3</u>
		12

**SECOND SEMESTER (Spring)**

NURS 611	Research I: Introduction to Design	3
NURS 663	Health Promotion and Maintenance	2
NURS 664	Primary Care Approaches for Women	3
NURS 658	Advanced Nursing Practice in Women's Health I	2
NURS 762	Advanced Family Nursing I: Management of Acute Illness	<u>3</u>
		13

**THIRD SEMESTER (Summer)**

NURS 787	Advanced Perinatal Nursing	3
NURS 659	Advanced Nursing Practice in Women's Health II	2
NURS 613	Issues in Advanced Nursing Practice	<u>3</u>
		8

**FOURTH SEMESTER (Fall)**

NURS 660	Advanced Nursing Practice in Women's Health III	6
NURS 686	Synthesis of Advanced Practice Concepts	3
NURS 690	Comprehensive Examination	<u>0</u>
		9

**TOTAL CREDITS – MSN Awarded** **42**

**FIFTH SEMESTER (Spring)**

NURS 800	DNP I: Caring for Vulnerable Populations	3
NURS 802	The Business of Practice	3
NURS 805	Research Methods in Nursing Practice	2
NURS 865	Clinical Residency I	<u>1</u>
		9

**SIXTH SEMESTER (Summer)**

NURS 801	DNP II: Transforming Practice	3
NURS 806	Practice-based Research/Evaluation	4
NURS 866	Clinical Residency II	<u>2</u>
		9

**SEVENTH SEMESTER (Fall)**

NURS 803	Leadership and Practice	3
NURS 807	Informatics/Database Management	3
NURS 867	Clinical Residency III	<u>3</u>
		9

**EIGHTH SEMESTER (Spring)**

NURS 809	Health Care Planning and Policy	3
NURS 890	DNP Capstone	3
NURS 868	Clinical Residency IV	<u>3</u>
		9

**TOTAL CREDITS – DNP Advance Practice Awarded** **80**

## FINANCIAL RESOURCES FOR GRADUATE STUDENTS IN NURSING

### LOANS

**Graduate students must be enrolled at least-half time to be eligible for financial aid. Eligible students may apply for up to \$18,500 in Federal Direct Stafford Loans by completing the Fee Application for Federal Student Aid (FAFSA): Website: <http://www.fafsaonline.com>**

Direct & FFEL Stafford Loans:

**Direct Stafford Loans are available through the William D. Ford Federal Direct Loan Program and FFEL Stafford Loans are available through the Federal Family Education Loan Program. Website: <http://www.ed.gov>**

Direct Consolidation Loans:

**Direct Consolidation Loans are available from the U.S. Department of Education Website: <http://www.ed.gov>. FFEL Consolidation Loans are available from participating lenders such as banks, credit unions, and saving & loans associations.**

Federal Perkins Loans:

**Federal Perkins Loans are a low-interest loan for students with exceptional financial need. Your school is your lender. The loan is made with government funds with a share contributed by the school; you must repay this loan to your school.**

### LOAN REPAYMENT PROGRAMS

Sponsor: Bureau of Health Professions

Faculty Loan Repayment Program

**Provides financial incentive for degree-trained health professionals to pursue academic careers. Federal government agrees to pay, for each year of faculty service, up to \$25, 000 of the outstanding principal and interest on the participant's educational loans. Website: <http://bhpr.hrsa.gov>**

Sponsor: Bureau of Health Professions

NHSC Loan Repayment Program

**Fully trained health professionals who are dedicated to working with the underserved and have qualifying educational loans are eligible to compete for repayment of those loans if they choose to serve in a community of greatest need. In addition to loan repayment, these clinicians receive a competitive salary and some tax relief benefits. Loan repayment of \$25,000 a year for a minimum of two-year commitment.**

**Website:** <http://www.nhsc.bhpr.hrsa.gov>

Sponsor: NIH (National Institute of Health)

### **Research (Contraception and Infertility) Loan Repayment Program**

**In exchange for a two-year commitment to a research career, the NIH will repay up to \$35,000 per year of your qualified repayable educational debt, pay an additional 39% of the repayments to cover your Federal taxes, and may reimburse state taxes that may result from these payments.**

**You must commit to conduct contraception and infertility research 50% of your time (at least 20 hours per week) for two years and it must be funded by a nonprofit or U.S. government (Federal, state or local entity). 301-435-6977**

**Website:** <http://www.lrp.nih.gov>

Sponsor: State of Virginia

**There are 2 (NHSC-VRLP) National Health Service Corp-Virginia Loan Repayment Program and the Virginia Loan Repayment Program, which is solely funded by the Commonwealth of Virginia. Both programs are intended to provide educational loan repayment in return for a minimum for 2 years of full-time practice in medically underserved areas of Virginia.**

**Loan repayment of \$25,000 per year for a minimum of two-year commitment.  
804-786-4891**

**Website:** <http://www.vdh.state.va.us/primcare/center/loan/info.asp>

## SCHOLARSHIPS

Sponsor: Association on American Indian Affairs, Inc.

**For American Indian and Alaskan native full-time students who are working toward a graduate degree. Applications are due by July 20<sup>th</sup> of each academic year. Applicants must be ¼ degree Indian blood from a federally recognized tribe. AAIA Box 268 Sisseton, SD 57262 605-698-3998 Website: <http://www.indian-affairs.org/scholarships.cfm>**

Sponsor: American Holistic Nurses' Association

**Charlotte McGuire Scholarship – awards two academic scholarships in June to programs related to holistic nursing. AHNA Headquarters P.O. Box 2130 Flagstaff AZ 86003-2130 800-278-2462 Ext 14 Website: <http://www.ahna.org>**

Sponsor: AORN

**AORN Foundation Masters Degree in Nursing Scholarship Application  
Website: <http://www.aorn.org/foundation/student.htm>**

Sponsor: ENA Foundation

**Must be an emergency room nurse. ENA Foundation 915 Lee St. Des Plaines IL 60016-6569 800-900-9659 ext 4100 email [foundation@ena.org](mailto:foundation@ena.org)  
Website: <http://www.ena.org/foundation/grants/#scholarship>**

Sponsor: IHS

Award 1500-2500 GPA 3.0

**Health Professions Scholarships Program provides financial assistance for American Indian and Alaska natives; there are some service obligations and payback requirements. Area Coordinator 12300 Twinbrook Parkway Twinbrook Metro Plaza Suite 100 Rockville MD 20852  
Website: [http://www.ihs.gov/JobCareerDevelop/DHPS/Scholarships/Section\\_104.asp](http://www.ihs.gov/JobCareerDevelop/DHPS/Scholarships/Section_104.asp)**

Sponsor: Jack Kent Cooke Foundation Graduate Scholarship Program GPA 3.5

**Provides funding for tuition, room & board, books and other required fees for the length of the graduate program up to 6 years at 50,000 per year.**

**College senior or have graduated from college since May 1999. Acceptance into full-time graduate program by application deadline of April 30. ODU: Representative (Louis H. Henry The Honors College 218 Education Bldg) 1-800-498-6478  
Website: <http://www.jackkentcookefoundation.org>**

Sponsor: NHSC Scholarship (National Health Service Corps)

**Scholarship recipients serve where they are most needed upon completion of their training. The program offers the following benefits for up to 4 years of education.**

- **Payment of tuition and fees**
- **Twelve monthly stipend payments per year of scholarship support**
- **Payment of other reasonable educational expenses, such as books and supplies.**

**Directly upon completion of you training, you will choose a practice site in a federally designated area. Period of service is 1-year for each year of support received, with a 2-year minimum commitment. 1-800-638-0824**

**Website: <http://nhsc.bhpr.hrsa.gov>**

Sponsor: State of Virginia      Nurse Practitioner/Midwife Scholarship

**Must be a resident of Virginia for at least 1 year, full-time student within the State of Virginia, cumulative GPA at least 3.0 in graduate and/or undergraduate courses.**

**Student recipients must agree to engage in full-time practice in a designated medically underserved area for a period of years equal to the number of annual scholarships received. Full-time employment must begin within two-years of the recipients graduations date from the program.**

**Website: <http://www.vdh.state.va.us>**

Sponsor: Sigma Theta Tau Honor Society of Nursing International

**The Patricia Smith Christenesen Scholarship 1,000**

**To provide a scholarship to assist a graduate nursing student who is pursuing higher education in the area of maternal/child or pediatric nursing. Website:**

**<http://www.nursingsociety.org>**

Sponsor: Soros The Paul & Daisy Fellowships for New Americans

**Eligibility (1) resident alien i.e. holds a Green card (2) has been naturalized as a U.S. citizen or (3) is the child of two parents who are both naturalized citizens**

**Each year the Fellow receives a maintenance grant of \$20,0000 (two installments) and a tuition grant of one-half the cost of the U.S. graduate program to be attended. A Fellow may not work during the period of the Fellowship without permission of the Director. A Fellow may pursue a graduate degree in any professional field.**

**Deadline is Nov. 1<sup>st</sup> of each academic year.**

**Website: <http://www.pdsoros.org>**

Sponsor: Tylenol

Award 1,000-10,000

**Tylenol Scholarship – Citizen’s Scholarship Foundation of America, Inc. 1505  
Riverview Rd PO Box 88 St Peter MN 56082 800-534-4180 Website:  
<http://www.tylenol.com>**