

UNIVERSITY of  
NORTHERN COLORADO



## **School of Nursing**

**STUDENT HANDBOOK**

**MASTER OF SCIENCE IN NURSING**

**2008-2009**

**UNIVERSITY OF NORTHERN COLORADO  
SCHOOL OF NURSING**

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## DESCRIPTION OF THE PROGRAMS

The graduate program in nursing prepares professional nurses with an MS in nursing in one of three emphasis areas: MS in Nursing Education, Family Nurse Practitioner (FNP) and Clinical Nursing Specialist in Chronic Illness. The Masters Programs are accredited by the American Association of Colleges of Nursing.

**The Master of Science degree in Nursing with an Education** emphasis prepares post baccalaureate nursing students as nurse educators for either academic or inservice settings with clinical emphasis in management of chronically ill populations. The program is consistent with the characteristics of graduate education accepted by the National League for Nursing and the American Association of Colleges of Nursing. Full-time and part-time options are available. Health documentation, drug screening, OSHA testing and CPR Certification are required.

**The Master of Science degree in Nursing with an emphasis in the CNS** prepares students in the roles of clinician, educator, researcher, and consultant. The CNS emphasis prepares the post baccalaureate nursing student to be on the Colorado Advanced Practice Registry in the area of management of chronically ill populations. The program is consistent with the American Association of Colleges of Nursing guidelines.

**The Master of Science degree in Nursing with an emphasis in FNP** prepares the post-baccalaureate nursing student for advanced clinical practice in primary care of families. The program is consistent with the characteristics of graduate education accepted by the National League for Nursing, the American Association of Colleges of Nursing and the National Organization of Nurse Practitioner Faculties. The graduate is eligible to apply for national certification upon program completion. Part-time enrollment is currently available. Health documentation, drug screening, OSHA testing, CPR and ACLS certification are required. The program provides expertise valuable for generalist primary care practice in a variety of settings. Such practice is both autonomous and interdependent in nature and direct in its care services provision.

## MISSION AND VISION STATEMENT

### UNIVERSITY

**Mission Statement:**

The University of Northern Colorado shall be a comprehensive baccalaureate and specialized graduate research university with selective admission standards. The University shall offer a comprehensive array of baccalaureate programs and master's and doctoral degrees primarily in the field of education. The University of Northern Colorado has statewide authority to offer graduate programs for the preparation of educational personnel. The commission shall include in its funding recommendations a level of general fund support for these programs.

**Vision Statement:**

The University of Northern Colorado strives to be a leading student-centered University that promotes effective teaching lifelong learning, the advancement of knowledge, research and a commitment to service. Graduates are educated in the liberal arts and professional prepared to live and contribute effectively in a rapidly changing, technologically advanced society.

**Values, Purposes and Goals:**

The University provides services that support equal learning opportunities for all students. Learning occurs in an environment characterized by small classes taught by full-time faculty, UNC faculty, at both the graduate and undergraduate levels, subscribe to a teacher/scholar model in which excellence in instruction is complemented by activities in scholarship and service. Support for the continuous improvement of teaching, learning, scholarship, and service is provided through University programs, policies and practices.

Values: The University of Northern Colorado believes that its distinctive service to society can be offered in a student-centered atmosphere of integrity that is grounded in honesty, trust, fairness, respect and responsibility. For this reason, the University is committed to promoting an environment in which:

### SCHOOL OF NURSING

**Mission Statement:**

The mission of the University of Northern Colorado SON is to provide comprehensive baccalaureate nursing education and specialized graduate nursing education within the roles of nurse educator, family nurse practitioner or clinical specialist. Critical thinking as well as the role of the nurse as educator are foundational to both the baccalaureate and graduate nursing programs.

**Vision Statement:**

The SON is committed to improving the quality of health in the state and region through teaching, learning, the advancement of knowledge, utilization of technologies, research and community service. The SON believes we must promote life long learning in the education of the current and future nursing workforce. In addition, the faculty of the SON emphasizes advanced scholarship within the nursing discipline by participating in and promoting research through evidence based practice. The SON is particularly committed to rural and underserved populations.

**Values: Purposes and Goals:**

The University of Northern Colorado SON believes that professional nursing education cultivates the development of professional values. Learning is of higher quality within small class sizes taught by faculty – scholars who are both educators and clinicians.

Values: The professional nurse must have strong critical thinking and communication skills and must demonstrate a balance of intelligence, confidence, understanding and compassion. The professional nurse is committed to lifelong learning and a willingness to assume accountability for career management – including graduate study as pivotal to professional advancement. Professional nursing education is student-centered, and promotes trust, respect and responsibility for personal and professional behavior. The School of Nursing is committed to the professional values of altruism, justice, autonomy, human dignity, integrity and social justice as espoused by the American Association of Colleges of Nursing (AACN, 1998).

UNIVERSITY	SCHOOL OF NURSING
<p><b>Values, Purposes and Goals, cont.</b></p> <ul style="list-style-type: none"> <li>∞ Academic integrity is valued and expected;</li> <li>∞ Excellence is sought and rewarded;</li> <li>∞ Teaching and learning flourish;</li> <li>∞ Diversity of thought and culture is respected;</li> <li>∞ Intellectual freedom is preserved;</li> <li>∞ Equal opportunity is afforded.</li> </ul> <p><u>Purposes and Goals:</u></p> <p>The University of Northern Colorado is committed to the following purposes and goals:</p> <ul style="list-style-type: none"> <li>∞ To prepare a well-educated citizenry whose understanding of issues enables them to be contributing members of a rapidly changing, technologically advanced, diverse society.</li> <li>∞ To prepare undergraduate students. <ul style="list-style-type: none"> <li>1. Students will acquire a solid foundation of general knowledge in the liberal arts and sciences.</li> <li>2. Students will develop a variety of competencies in critical thinking, communication, and problem-solving, and current technologies.</li> <li>3. Students will develop an appreciation for diversity, citizenship, artistic expression and a positive, healthy lifestyle through educational, cultural, social and recreational programs.</li> <li>4. Students will develop a lifelong commitment to scholarship and service.</li> <li>5. Students will acquire depth of knowledge in a specialized scholarly discipline.</li> <li>6. Students will acquire the knowledge and skills that prepare them for careers and/or advanced scholarly work.</li> <li>7. Students will master methods of inquiry to acquire deeper understanding of their discipline.</li> <li>8. Students will demonstrate knowledge of professional standards and practice.</li> </ul> </li> <li>∞ To prepare graduate students in specialized fields of study. <ul style="list-style-type: none"> <li>1. Students will acquire and appreciation for an ability to work in an increasingly diverse population.</li> <li>2. Students will engage in scholarly activity, research and creative endeavors to advance the knowledge and practices of the discipline.</li> <li>3. Students will acquire advanced knowledge and skills consistent with the professional preparation and standards of discipline.</li> <li>4. Students will develop a commitment to scholarship and lifelong learning.</li> <li>5. Students will develop those competencies essential to assuming leadership positions in their professional fields.</li> </ul> </li> </ul>	<p><b>Values, Purposes and Goals, cont.</b></p> <p><u>Purposes and Goals:</u></p> <p>The UNC, SON is committed to the following purposes and goals:</p> <ul style="list-style-type: none"> <li>∞ To prepare well-educated baccalaureate and graduate prepared nurses who understand the impact of professional nursing on a dynamic, diverse, and technologically advancing health care system.</li> <li>∞ To prepare baccalaureate nurses. <ul style="list-style-type: none"> <li>1. Students will acquire a solid foundation of general knowledge in the liberal arts and sciences.</li> <li>2. Students will develop critical thinking and communication/technological skills, knowledge of research-based therapeutic interventions, cultural competence and professional leadership/management skills.</li> <li>3. Students will develop a lifelong commitment to scholarship and service.</li> <li>4. Graduates of the SON will acquire appreciation for an increasingly diverse population.</li> <li>5. SON graduates will acquire the knowledge and skills that prepare them for beginning level professional nursing practice with a foundation for future graduate level study.</li> <li>6. SON graduates will demonstrate knowledge of professional values and standards of practice to provide quality nursing care in a variety of health care arenas.</li> </ul> </li> <li>∞ To prepare graduate nurses in specialized fields of study. <ul style="list-style-type: none"> <li>1. Students are prepared for advanced professional nursing roles through a solid foundation of theory, research and advanced practice standards as well as specialty nursing coursework.</li> <li>2. Students develop professional values fostering the commitment to lifelong learning, scholarship and service.</li> <li>3. Students will engage in scholarly activity, research and creative projects conducive to advanced professional nursing roles and advanced nursing practice.</li> <li>4. Students will develop competencies essential to assume leadership positions in nursing education and practice.</li> </ul> </li> </ul>

**UNIVERSITY OF NORTHERN COLORADO**  
**School of Nursing**

**PHILOSOPHY**

Each individual is a holistic, biopsychosocial and spiritual being evolving and developing over the lifespan within a dynamic environment. The individual interacts and develops relationships as a member of a family and culture within a larger community and society. The individual is respected as a unique person who may initiate, perform, accomplish and maintain activities with a changing capacity for self-care. All individuals have a right to health care.

Health is a dynamic state on a wellness continuum. Health is the integration and balance of the physical, spiritual, and emotional self resulting in a state of optimal functioning. Health is the responsibility of the individual, family, community and society.

Society and culture are a functional and integrated whole with interdependent parts. The components of society and culture, such as political, economic, religious, kinship, and health systems perform separate functions but mesh to form an operating whole.

Health care is in a constant state of change. Persistent and growing underserved and vulnerable populations exist whom professional nursing can influence. Numerous societal demands require creative interventions, alternative settings and new partnerships and coalitions to maximize health care delivery. Cost-effective utilization of health care resources emphasizes primary and secondary prevention strategies.

Nursing is both an art and a science that promotes, supports and restores optimal health in individuals, families, and communities. It is a professional discipline that is an integral component of the health care delivery system. Nursing is a caring profession that is an integral component of the health care delivery system. Nursing involves the application of the nursing process, collaboration with members of the interdisciplinary team, and initiation and implementation of scientific nursing research. The profession of nursing is practiced in a variety of settings.

The nurse is a caregiver, client advocate, teacher, leader, manager, and researcher. With an awareness of his or her own values and beliefs, the nurse is sensitive to the values and beliefs of others. The nurse is professionally accountable and autonomous for nursing interventions and is responsible for continued professional growth.

Learning is a lifelong process that involves the acquisition of knowledge, skills and attitudes. The educational process of the professional nurse includes the systematic investigation of health utilizing critical thinking, communication, technology and therapeutic nursing interventions. Preparation for leadership, cultural competency and self-direction is an integral component of the educational process. Students move from relative dependence to functioning independently, in preparation for assuming professional responsibility. Faculty facilitate the self-directed learning process.

The educational process is seen as a collaborative relationship between students and faculty. The professional nurse is educated at the baccalaureate level with a background in the arts, sciences, and humanities, as well as the discipline of nursing for entry level into the profession as a generalist. The graduate program in nursing prepares advanced practice nurses who may practice in primary care settings, health care facilities and educational institutions. Graduate study promotes scholarship that is characterized by scientific inquiry, the ability to implement conceptual models into practice and the ability to test research propositions in a clinical setting. Both the undergraduate and graduate programs provide the basis for continued graduate studies.

*11/14/97*

*Revised 4/13/01*

**UNIVERSITY OF NORTHERN COLORADO  
School of Nursing**

**MASTER'S PROGRAM OBJECTIVES**

1. Enhance the development of the nursing profession through critical inquiry and the acquisition of advanced knowledge.
2. Demonstrate application of knowledge, cultural competence/diversity, advanced communication skills and competencies appropriate to advanced education in the care of and health promotion of clients in various health care settings.
3. Demonstrate professional ethics and behaviors in education and practice.
4. Assume leadership and collaborative roles with other disciplines and health care delivery systems for the purpose of improving health care.

Graduate Curriculum Organization: 10/16/07

Nursing Faculty-Student Organization: Fall 2007

## Emphasis Areas and Required Courses

	FNP	Nurse Educator	Clinical Specialist
<b>Graduate Nursing Core Courses</b>			
NURS 600 – Nursing Theory (3)	X	X	X
NURS 605 – Nursing Research (3)	X	X	X
NURS 707– Nursing Leadership and Issues (3)	X	X	X
NURS 691 – Applied Nursing Research (3) OR NURS 699 – Masters Thesis (6)	X	X	X
<b>Graduate Supporting Coursework</b>			
NURS 602 – Management of Chronically Ill Populations I (4)		X	X
NURS 604 – Management of Chronically Ill Populations II (4)		X	X
NURS 610 – Advanced Health Assessment (3)	X		X
NURS 612 – Advanced Pharmacology (4)	X		X
NURS 614 – Advanced Pathophysiology (3)	X	X	X
NURS 630 – Teaching Strategies (3)		X	X
NURS 680 – Advanced Nursing Practice Roles (9)	X		X
NURS 690 – Advanced Professional Role (2)	X		X
<b>Graduate Specialization Coursework</b>			
<b>Nurse Educator</b>			
NURS 660 – Nursing Education Seminar (4)		X	
NURS 695 – Advanced Academic Roles (3)		X	
nursing or education elective if thesis not chosen (3)		X	
PSY 540 – Theories and Principles of Learning (3)		X	
<b>Clinical Nurse Specialist</b>			
NURS 665 – Topics in Chronic Illness (3)			X
<b>Family Nurse Practitioner</b>			
NURS 640 – Health Care of Families I (4)	X		
NURS 645 – Health Care of Families II (4)	X		
NURS 650 – Health Care of Families III (4)	X		
<b>Total Credits</b>	45	39	47

**MS – NURSING EDUCATION**  
**Planning Schedule for Part-Time**  
**All nursing courses are online.**

FALL	SPRING	SUMMER
<b>Year 1</b>		
NURS 600 Theory (3) NURS 630 Teaching Strategies (3)	NURS 605 Research (3) NURS 507(Leadership (3)	PSY 540 –Theories and Principles of Learning (3)
<b>(6)</b>	<b>(6)</b>	<b>(3)</b>
<b>Year 2</b>		
NURS 602 Mgmt of Chron Ill Popul I * (4) NURS 614 Adv Patho (3)	NURS 604 Mgmt of Chron Ill Popul II * (4) NURS 691 Applied Research + (3)	Elective if needed +
<b>(7)</b>	<b>(7)</b>	
<b>Year 3</b>		
NURS 695 Adv Acad Nsg Roles * (3) Elective if needed + (3) Comprehensive Exam +	NURS 660 Nsg Ed Sem * (4) Elective if needed + (3) Graduate in May	
<b>(3)</b>	<b>(7)</b>	

\* Course includes 1 credit of practicum which is 45 contact hours. These are arranged locally by the student.

+ The thesis option (6 credits of 699) is encouraged for students who plan to pursue doctoral study. It replaces 691 and the elective. Please consult with the program coordinator about scheduling the 699 credits. A thesis defense, usually in the final semester, would replace the comprehensive exam listed above.

**MS – NURSING EDUCATION**  
**Planning Schedule for Full-Time**  
**All nursing courses are online.**

FALL	SPRING	SUMMER
<b>Year 1</b>		
NURS 600 Theory (3) NURS 602 Mgmt of Chron Ill Popul I * (4) NURS 614 Adv Patho (3)	NURS 605 Research (3) NURS 507 Leadership (3) NURS 604 Mgmt of Chron Ill Popul II * (4)	PSY 540 Theories & Principles of Learning (3)
<b>(10)</b>	<b>(10)</b>	<b>(3)</b>
<b>Year 2</b>		
NURS 630 Tchg Strategies (3) NURS 695 Adv Acad Nsg Roles (3) Elective if needed + (3) Comprehensive Exam +	NURS 660 (Nsg Ed Sem) * (4) NURS 691 Applied Research + (3) Elective if needed + (3) Graduate in May	
<b>(6-9)</b>	<b>(7-10)</b>	

\* Course includes 1 credit of practicum which is 45 contact hours. These are arranged locally by the student.

+ The thesis option (6 credits of 699) is encouraged for students who plan to pursue doctoral study. It replaces 691 and the elective. Please consult with the program coordinator about scheduling the 699 credits. A thesis defense, usually in the final semester, would replace the comprehensive exam listed above.

## CLINICAL SPECIALIST Planning Schedule for Full-Time

FALL			SPRING			SUMMER		
<b>Year 1</b>								
Thur	NURS 600 (Theory) (3) NURS 602 (Mgmt of Chron Ill Popul I) online * (4) NURS 614 (Adv Patho) (3)		Thur	NURS 605 (Research) (3) NURS 507 (Leadership) (3) NURS 602 (Mgmt of Chron Ill Popul II) online * (4)		Thur	NURS 665 (Topics in Chronic Illness) Online (3)	
	<b>(10)</b>			<b>(10)</b>			<b>(3)</b>	
<b>Year 2</b>								
Thur	NURS 630 (Tchg Strategies) online (3) NURS 612 (Adv Pharm) (4) NURS 610 (Adv Health Assessment) (3)		Thur	NURS 680 (Adv Pract Role Practicum)# (4) NURS 690 (Adv Roles) online (2) NURS 691 (Applied Reseasch) + online (3) Comprehensive Examination +		Thur	NURS 680 (Adv Practice Role Practicum) # (5) Graduation	
	<b>(10)</b>			<b>(9)</b>			<b>(5)</b>	

\* Course includes 1 credit of practicum which is 45 contact hours. These are arranged locally by the student.

# Course is clinical practicum of \_\_\_\_ hours per credit.

+ The thesis option (6 credits of 699) is encouraged for students who plan to pursue doctoral study. It replaces 691. Please consult with the program coordinator about scheduling the 699 credits. A thesis defense, usually in the final semester, would replace the comprehensive exam listed above.

## CLINICAL SPECIALIST Planning Schedule for Part-Time

FALL			SPRING			SUMMER		
<b>Year 1</b>								
Thur	NURS 600 (Theory) NURS 630 Tchg Strat /Nsg Online	(3) (3)	Thur	NURS 507 (Leadership) NURS 605 (Research) Hybrid	(3) (3)			
		<b>(6)</b>			<b>(6)</b>			
<b>Year 2</b>								
Thur	NURS 602 (Mgmt of Chron Ill Popul I) * online NURS 614 (Adv Patho)	(4) (3)	Thur	NURS 602 (Mgmt of Chron Ill Popul II) * Online NURS 691 (Applied Research) * Online	(4) (3)		NURS 665 (Topics in Chronic Illness) Online	(3)
		<b>(7)</b>			<b>(7)</b>			<b>(3)</b>
<b>Year 3</b>								
Thur	NURS 610 (Adv. Hlth Assmt) NURS 612 (Adv Pharm) Online	(3) (4)	Thur	NURS 680 (Adv Practice Role Pract #) NURS 690 (Adv Roles) Online Comprehensive Exam *	(4) (3)		NURS 680 (Adv Pract Role Practicum) #	(5)
		<b>(7)</b>			<b>(7)</b>		Graduation	<b>(5)</b>

\* Course includes 1 credit of practicum which is 45 contact hours. These are arranged locally by the student.

# Course is clinical practicum of \_\_\_\_ hours per credit.

+ The thesis option (6 credits of 699) is encouraged for students who plan to pursue doctoral study. It replaces 691.

Please consult with the program coordinator about scheduling the 699 credits. A thesis defense, usually in the final semester, would replace the comprehensive exam listed above.

<b>FNP PROGRAM</b> <b>PART-TIME PLANNING ROTATION</b>
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Fall	Spring
NURS 600 - Nursing Theory (3) NURS 614 - Advanced Pathophysiology (3)	NURS 605 – Research (3) NURS 507 – Leadership (3)

Summer
NURS 612 – Advanced Pharmacology (4)

Fall	Spring
NURS 610 – Advanced Health Assessment (3)	NURS 640 Health Care of Families I (4) NURS 691 Applied Research (3) +

Fall	Spring
NURS 645 – Health Care of Families II (4) NURS 650 – Health Care of Families III (4) Comprehensive Examination	NURS 680 – FNP Practicum* (1-9) NURS 690 – Advanced Roles (2) Graduation

NURS 610 Advanced Health Assessment..... Clinical Requirement 45 hours  
 NURS 640 Health Care of Families I ..... Clinical Requirement 90 hours  
 NURS 645 Health Care of Families II ..... Clinical Requirement 90 hours  
 NURS 650 Health Care of Families III ..... Clinical Requirement 90 hours  
 \* NURS 680 FNP Practicum Clinical Requirement 405 hours (may be divided over 2 semesters)

Courses may not be taken out of sequence. Students may take NURS 614 in either the first or second fall, and NURS 612 can be taken either the first or second summer, but both must be completed prior to beginning the Health Care of Families courses.

+ FNP students may elect to complete a master's thesis (6 credits of NURS 699) in which case NURS 691 is not taken.

## REQUIREMENTS FOR CLINICAL ROTATION FNP Emphasis Area

**1. The following courses require clinical hours in primary care;**

Nurs 610	Advanced Health Assessment	45 hours
Nurs 640	Health Care of Families I	90 hours
Nurs 645	Health Care of Families II	90 hours
Nurs 650	Health Care of Families III	90 hours
Nurs 680	FNP Practicum	405 hours

**2. Requirements for specific courses are as follows:**

<b>Nurs 610</b>	<u>45 hours in a primary care</u> setting emphasizing health history and assessment skill development
<b>Nurs 640</b>	<u>60 hours of pediatric care</u> in a primary care setting focusing on developmental assessment, acute and chronic disease recognition and management and health maintenance of the pediatric client. <u>30 hours of primary care</u> addressing women's health care (gynecological and breast problems) and men's genitourinary issues.
<b>Nurs 645</b>	<u>30 hours of primary care</u> of the pregnant clients with skill development in assessment and management during prenatal and postpartum periods. <u>60 hours of primary care</u> concentrating on acute, episodic problems and health maintenance of the adult client ( <u>30 hours of urgent care (optional)</u> )
<b>Nurs 650</b>	<u>60 hours of primary and/or long term care</u> of the elderly adult; including the management of chronic disease states in the adult population <u>30 hours of primary care</u> addressing psychological issues in the adult population
<b>Nurs 680</b>	<u>405 hours of primary, continuity health care</u> across the lifespan – These hours can be completed over 2 semesters.

***Optional activities***

40 hours observational experiences (i.e., radiology, dermatology, ophthalmology, etc.)

16 hours primary care conferences/workshops

One site visit is required for each of the following courses: Nurs 640, 645, 650, and 680.

More site visits are at the discretion of the site visitor and/or course faculty.

**3. For each rotation, the students must provide a list of behavioral objectives, signed legal contract from the preceptor on file in the School of Nursing, an informal contract with the preceptor(s) indicating the number of clinical hours, dates and times the student will be with the preceptor.**

- **Legal and informal contracts between the University and your clinical preceptor's cite of business must be on file before the student begins any clinical activity.**
- Informal contract is between the student and clinical preceptor and must include the address of the clinic, phone number and the student' phone number.
- If the student is unable to attend a scheduled clinic day it is his/her responsibility to notify the clinical faculty that will be conducting the site visits.
- All clinical faculty site visitors will have a copy of your behavioral objectives and schedule and will arrange visits based on the information you provide.

**Example:**

**Informal contract**

**Behavioral objectives**

- a. Improve examination skills
- b. Perform common office procedures (IUD insertion, etc.)

**Dates:** Every Wednesday from 8am-4:30 pm

**Address and phone number of clinic:**

Mariposa Clinic  
124 Stout St. Denver  
303-675-4321

**Student's Phone Number:** Nancy Nurse  
796-445-6677

**FAILURE TO MEET THE ABOVE EXPECTATIONS  
WILL RESULT IN AN UNSATISFACTORY AND  
FAILURE OF THE COURSE**

## GENERAL CLINICAL PRECEPTOR INFORMATION SHEET FAMILY NURSE PRACTITIONER (FNP) EMPHASIS

*The following information is given as a brief overview of what a clinical preceptor for a FNP student can expect with regards to preceptor responsibilities and requirements. Additionally, information is included as to what the clinical preceptor can expect from the students and UNC faculty members. FNP faculty are available for further explanation and clarification is needed.*

### **Preceptor Responsibilities and Requirements:**

1. Professional practice as a MD, NP, or PA.
2. Clinical setting is Family Practice with a client mixture covering the lifespan.
3. Assure there is a Clinical Contract/Agreement between agency and UNC - School of Nursing prior to beginning student practice.
4. Orient the FNP student to the clinical setting and his/her personal responsibilities.
5. Provide direct and indirect supervision to the FNP student. Total number of clinical hours TBA depending on the particular class. Times and dates of clinical to be arranged through student and preceptor agreement.
6. Assist FNP student in meeting course objectives and personal learning objectives.
7. Be available for consultation with clinical faculty for providing evaluation of clinical performance of the student.
8. Ultimate responsibility for client care remains with the agency personnel.

### **Student Responsibilities and Requirements:**

1. Licensure as an RN in the state of Colorado.
2. Acceptance as a student in the FNP program of UNC.
3. Attendance in the clinical site at times and dates agreed upon and completion of required clinical hours (TBA depending on the particular course).
4. Writing personal learning objectives for each class.
5. Successful completion of clinical course objectives and personal learning objectives.
6. Carry liability insurance, workman's compensation coverage, and personal health insurance (provided by the individual or through the School of Nursing).
7. Background clearance.
8. Clinical hours can only be completed while the student is enrolled in a clinical course. (Clinical hours cannot be done prior or after the student is enrolled in a course).

### **Faculty Responsibilities and Requirements:**

1. Provide qualified students with appropriate theoretical education.
2. Consult with clinical preceptor with regard to clinical performance of the FNP student.
3. Provide course content description to clinical preceptors for each of the FNP core clinical courses
4. Carry ultimate responsibility for the evaluation and grading of the FNP student.

## NURSING GRADUATE STUDENT ADMISSION REQUIREMENTS

### Admission Criteria

1. A bachelor's degree from an NLN or CCNE accredited institution with an upper division major in nursing.
2. Eligibility for Colorado licensure as a registered nurse.
3. A minimum grade point average of 3.0 on the baccalaureate level.
4. Two letters of reference.
5. A statement of career goals.
6. A resume or curriculum vitae
7. One year of clinical experience is preferred.
8. A personal interview may be required.

### Know Graduate School Requirements

You will receive reminders from your advisor but ultimately it is your responsibility to know about the Graduate School policies and deadlines and follow them. The UNC Graduate School home page is <http://www.unco.edu/grad/index.html> . Under Current Students you will find deadlines, guidelines for theses and dissertations, forms, and more.

Here are some of the key Grad School things to pay attention to:

You must enroll in courses within a year of admission (form for exceptions).  
 You must maintain enrollment every semester (form for exceptions).  
 There are processes to follow if you decide to change your major or emphasis.  
 You must apply for graduation the semester before (check deadline date).  
 You must order commencement regalia ahead of time.

**School of Nursing policies will also apply and are to be found in this Student Handbook.**

**NURSING GRADUATE STUDENTS  
HEALTH & SAFETY CLEARANCE REQUIREMENTS  
FOR CLINICAL AND PRACTICUM COURSES**

**Rationale for Health and Safety Requirements**

Clinical agencies are required by their accrediting and regulatory bodies to guarantee that staff, students, faculty and visitors meet health and safety standards. There are periodic audits by agency representatives to verify that the School of Nursing is compliant. Your cooperation in meeting the *Health and Safety Requirements* will enable you to have access to the clinical experiences that are part of your graduate education.

**Please contact Theresa Windisch at 351-2293 for information on the current processes and any questions you may have about completing these clearances.**

SPECIFIC CLEARANCE/REQUIREMENT	RENEWALS
□1. <b><u>RN License:</u></b> required for application	Update when you renew, by expiration date.
□2. <b><u>Background Check:</u></b> please call for instructions.	One time only.
□3. <b><u>OSHA Test Administration:</u></b> done in classes.	<b>Renewals</b> done in class annually.
□4. <b><u>Initial Health Clearance:</u></b> Check with <u>UNC Student Health Center</u> for complete clearance requirements and to make a required appointment. 970-351-2412	<b>Renewal:</b> after initial clearance only <u>PPD is required</u> annually.
□5. <b><u>CPR:</u></b> Must be class for healthcare professionals.	<b>Renewal:</b> First day of month of expiration.
□6. <b><u>ACLS:</u></b> required for FNP/Post-MS FNP students	No renewal required.
□7. <b><u>Malpractice insurance</u></b> can be obtained through recommended company (see Malpractice Policy) or through personal insurance company.	<b>Renewal:</b> First day of month of expiration.
□8. <b><u>Nursing Graduate Student ID Badge:</u></b> Arranged by nursing office. Please contact Theresa if you don't have one before the start of your first clinical or practicum course.	One time only.
□9. <b><u>Drug Screen:</u></b> please call for instructions.	One time only.

It is ultimately the responsibility of the student to keep track of due dates/expiration dates and to turn in verifications by those dates. If documentation is not provided to the course instructor by the deadlines, you will be considered out of compliance with the policy and not eligible to participate in clinical experiences.

**Copies of your documentation may be mailed to Box 125, SON, UNC, Greeley, CO 80639, or faxed to 970-351-1707 or dropped off in the main nursing office in Gunter 3080. Please identify your course, instructor and program.**

## STUDENTS' DISHONEST ACTS

The School of Nursing has a policy regarding student dishonesty (see Policy and Procedure Regarding Students' Dishonest Acts). Dishonest acts may result in termination of the student's progress through the program. The following information is provided to clarify the act of plagiarism as this is considered to be a dishonest act.

**Plagiarism** means to use someone's ideas, research, published or/ unpublished works as your own.

“Quotation marks should be used to indicate the **exact** words of another. Summarizing a passage or rearranging the order of a sentence and changing some of the words is **paraphrasing**. Each time a source is paraphrased, a credit for the source needs to be included in the text.” (APA, 2001, p. 399)

For additional information, refer to the American Psychological Association (2001). Publication manual of the American Psychological Association (5th ed.) Washington, DC: author.

Note: A quotation requires both a citation and page numbers.

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Sponsoring Committee:  _____ Graduate Affairs Committee _____	<u>9/87</u> Date adopted by NF-SO
Title of Policy:  _____ SON Academic Appeals for MS Students _____	Date reviewed for currency & initial: <u>9/92</u> <u>2/20/98 J.R.</u> <u>12/01</u>

**POLICY:**

The purpose of the procedures outlined below is to provide the student with easily implemented means for appealing any academic decision that he/she considers unwarranted or capricious. Before utilizing these procedures, or between any of the appeals steps outlined below, the student should seek advice from his/her academic advisor.

**PROCEDURE:**STEP 1:

- 1A: A conference with the instructor involved for the purpose of trying to resolve the problem.
- 1B: If no resolution is reached in Step 1A, the student should request a conference with the program coordinator. (If the instructor involved is the program coordinator, the student then schedule a conference with the Assistant Director.)
- 1C: If the problem remains unresolved, the student may petition by filing the grievance with the Assistant Director. GAC will hear input from both the student and faculty involved. Both Parties must submit written data to the committee. GAC may make recommendations to a faculty member.

STEPS 2 & 3:

If the student does not believe the above has resolved the problem, the student shall request a conference with the Director and then with the Dean of CHHS as outlined in the University Academic Appeals Procedures Step 2 and 3.

STEP 4:

If the student is not satisfied with the results of the Step 3, the student may appeal the case to the University Academic Appeals Board, filing a written request for a hearing through the office of the Vice-President for Academic Affairs. Such a request shall identify the instructor or the department involved and shall describe in specific detail the grounds for the complaint. The student must request this hearing before the end of the academic semester following that in which the problem originated, or before the end of the following fall semester if the problem originated in the spring semester. (Refer to the University Academic Appeals process in the University Bulletin and Rights and Responsibilities of Students statement available from the Vice President for Student Affairs.

## OPPORTUNITIES FOR STUDENT INVOLVEMENT

### **POLICIES FOR STUDENT(S) INTERACTION (S) AND INFLUENCE IN THE GOVERNANCE SYSTEM OF THE SCHOOL OF NURSING**

#### **A. About the governance structure of the School of Nursing**

The governance structure is guided by the School of Nursing by-laws, adopted by faculty. The by-laws have been revised throughout the years; the next revision will be completed Fall of 2007. The following general information will be updated once the revised governance system is approved.

#### **NURSING FACULTY STUDENT ORGANIZATION (NF-SO)**

This is a committee of the faculty as a whole plus student representatives from all levels. It meets several times per semester for communication of information and for decision making regarding Nursing program policies. In addition, there are subcommittees which also meet every semester for Graduate Affairs (policies and issues for graduate programs) and Graduate Curriculum (curriculum development, implementation, and evaluation). Student representatives have full voice and vote in all these meetings with the exception of declared executive sessions.

Student representatives receive the meeting agendas and minutes, and mailboxes are provided for them in School of Nursing Office. NFSO and subcommittee meetings are open for any interested student to attend. They are often scheduled on Friday mornings or afternoons (check with a faculty member or the office staff for dates).

Graduate nursing students annually select one or more representatives to attend meetings of the NFSO, the Graduate Affairs Committee, and the Graduate Curriculum Committee. Be sure you know who your representative is. All students are encouraged to contact their representatives in person, in writing, by email or by phone to share questions and feedback about programs and issues. Class time is allotted in core MS Nursing courses to elicit student input and for the Graduate student representative to provide feedback. The Nursing Masters Student Discussion Forum "class" on Blackboard and email communication to the program distribution lists are other ways to share information.

#### **B. Most important, about student participation in the governance of the School of Nursing:**

Students are elected by their peers to represent them at meetings of the Nursing Faculty-Student Organization and its subcommittees. Faculty value student input and hope that students take appropriate advantage of the opportunities to participate.

## CAMPUS RESOURCES

### **WRITING CENTER**

Located in basement of Michener Library in Center for Human Enrichment. 351-1905. Staff can assist in improving writing skills.

### **MICHENER LIBRARY**

Stephanie Wiegand is our reference librarian. She can help you search for materials or narrow down a topic. 351-1534.

### **COMPUTERS**

UNC has available two computer labs on the first floor of Gunter Hall for typing papers, internet access and course assignments. Computers are also conveniently located in many other campus buildings (see

<http://www.unco.edu/unco-map/index.asp?o=a&v=l&level=1&section=1&secalpha=a>).

### **STUDENT LOUNGE AREA**

There is a lounge which has vending machines, a microwave, a telephone, and a copy machine on the second floor atrium of Gunter Hall at the southeast staircase.

### **STUDENT LOCKERS**

There are lockers available for student use on the ground level. Students must provide their own locks.

### **GRADUATE STUDENT ASSOCIATION**

This is a student organization that provides graduate students with financial support to attend and/or present at conferences and to support research projects. See

<http://www.unco.edu/gsa/>.

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## COMPREHENSIVE EXAMINATION PROCESS

**In order to graduate**, the student must successfully complete the comprehensive exam to demonstrate accomplishment of the program objectives (see below). Students who complete a master's thesis will demonstrate competence in their oral thesis defense. **All other students will complete an Oral Comprehensive Examination in which the student presents a case study/topic or conceptual idea.**

1. The exam will be scheduled in the **semester prior to graduation from the MS program.**
2. A minimum of two nursing faculty members with graduate faculty status will be on the examination committee.
3. **The student will meet with each of the committee members by October 1<sup>st</sup> in the Fall or February 20<sup>th</sup> in the Spring to discuss their case study/topic or conceptual issue.** The faculty will work with the student to reinforce the specific expectations for successful completion of the exam. The student should come prepared with an idea of what you plan to present and how you will integrate all of the necessary components (see outline and grading form on next pages).
4. The student will also confer with the committee members to schedule a location and a time of about 1½ hours for the exam. Remember to check the Graduate School deadlines for last date to submit exam results for that semester.
5. **A minimum of two weeks prior to the exam, the student will distribute a handout to each of their committee members** which will include an abstract, a content outline and a reference list for the oral comprehensive exam. Alternatively, the Powerpoint slides for the presentation may be distributed with a reference list.
6. **Failure to meet the deadlines (# 3 & 5) will result in failure of the exam.**
7. If the student does not pass the exam, the student may petition to schedule a **second exam** with the committee. If the student does not pass the second exam, he or she will not graduate from the program.
8. When you pass the exam that should serve as a trigger to complete your Application for Graduation (due the semester before graduation – check the Grad School dates).

### **Other information about the Comprehensive Examination:**

1. **Powerpoint** will be used by all students to present their oral exam.
2. Be prepared to generate a **research** question and discuss the research process.
3. When thinking about **cultural diversity and its implications** for health care, remember that culture should be considered broader than one's own culture and broader than only ethnic affiliation.
4. Be prepared for questions and related topics other than those generated directly by the case presentation you will make. **Comprehensive** means comprehensive.

### **Graduate Program Objectives:**

1. Enhance the development of the nursing profession through critical inquiry and the acquisition of advanced knowledge.
2. Demonstrate application of knowledge, cultural competence/diversity, advanced communication skills and competencies appropriate to advanced education in the care of and health promotion of clients in various health care settings.
3. Demonstrate professional ethics and behaviors in education and practice.
4. Assume leadership and collaborative roles with other disciplines and health care delivery systems for the purpose of improving health care.

Graduate Curriculum Organization: 10/16/07

Nursing Faculty-Student Organization: Fall 2007

## GUIDELINES/EXPECTATIONS FOR THE COMPREHENSIVE EXAMINATION

\*Student must be able to respond to all of the following:

- I. Analyze the topic/conceptual area in depth. The student may consult with committee chair regarding appropriateness of topic.
  - A. Theoretical framework
    1. Articulate the major constructs of the theory.
    2. Describe how theory guides practice in the management of the specific disease or provides the framework for exploring the selected topic.
    3. Articulate the relevance of theory to the particular topic.
  - B. Literature review
    1. Research-based articles.
    2. Information about disease/topic/framework.
  - C. Synthesize literature review and theory
    1. Apply this to case study/topic.
    2. Formulate therapeutic interventions.
      - a. Referral.
      - b. Case-management.
    3. Develop strategies that address the issue.
- II. Describe cultural implications.  
e.g., adaptation of interventions within the context of a particular group or what cultural groups might oppose or support proposal.
- III. Discuss psychosocial/developmental issues as related to topic.  
e.g., sex education in the schools content would differ if presenting to the students vs. School Board vs. parents.  
Management of diabetes differs for the 10 year old vs. 60 year old.
- IV. Articulate the economic impact related to interventions/management.  
e.g., cost to implement program or lobby congress.  
Cost to the individual, community, etc.
- V. Incorporate the impact on individuals/family community.

**UNC School of Nursing:  
Masters Degree  
Oral Comprehensive Exam Evaluation**

Masters program:  
 Nursing Education \_\_\_\_\_  
 Clinical Nurse Specialist \_\_\_\_\_  
 Family Nurse Practitioner \_\_\_\_\_  
 Faculty initials \_\_\_\_\_

*1 = Fail; 2= Acceptable; 3 = Good; 4 = Very Good; 5 = Excellent*

**1. Enhance the development of the nursing profession through critical inquiry and acquisition of advanced knowledge.**

	1 (fail)	2	3	4	5
Demonstrates logical analysis of ideas and clear understanding of content.					
Discriminates the credibility of information sources.					
Qualifies references appropriately to demonstrate familiarity with literature.					
Proposes scholarly research question(s) and design(s)					

**2a. Demonstrate application of knowledge... in care of and health promotion of clients in various health care settings.**

Integrates major psycho-social-developmental issues appropriate for education and advanced practice.					
Applies nursing research to advanced practice situations.					
Incorporates theory based intervention in advanced nursing practice.					
Synthesizes appropriate interventions to maximize wellness for individuals/families or community.					

**2b. Demonstrate cultural competence/diversity... in care of and health promotion of clients in various health care settings.**

Integrates cultural awareness into education and advanced nursing practice.					
Analyzes cultural concerns/issues encountered by nurses in education and advanced practice.					
Synthesizes knowledge of cultural influences in health and wellness.					

**2c. Demonstrate advanced communication skills... in care of and health promotion of clients in various health care settings.**

Demonstrates effective and articulate transfer of information.					
Displays a balance of being focused and concise but also thorough.					
Integrates effective teaching competency strategies in delivery of content to learners.					
Demonstrates self-confidence in nonverbal communication.					
Effectively substantiates and defends opinions/points of view in a professional manner.					

**2d. Demonstrate advanced practice competencies... in care of and health promotion of clients in various health care settings.**

Integrates advanced practice roles and activities					
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**3. Demonstrate professional ethics and behaviors in education and practice.**

Integrates and applies concepts of autonomy, human dignity, integrity and social justice.					
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**4. Assume leadership and collaborative roles with other disciplines and health care delivery systems for the purpose of improving health care.**

Analyzes issues associated with education and advanced practice in the health care system.					
Evaluates the need for modification of health care policy/standards of advanced practice.					
Applies knowledge of leadership and collaborative roles in education and advanced nursing practice.					
Proposes referrals/creative resources to promote quality, holistic health care.					

## Master's Degree Thesis Option

**There are two options for meeting the research requirement** for nursing master's degrees at UNC School of Nursing. One is to take NURS 691 Applied Research and the second is to do a masters thesis. Students selecting the thesis option create and carry out a research study, present the findings in oral form in a thesis defense (which takes the place of the comprehensive examination) and prepare a written thesis report for the Graduate School. Students are able and encouraged to revise the report and submit it for publication and presentation for the benefit of nursing practice, nursing education or the nursing profession.

This option is recommended for students who are considering doctoral level education in the future. Practical experience with research is valuable and may be required for application to some doctoral programs. Skilled students and students with a particular area of interest for study may benefit from the challenge of the research process. It is useful to have a preliminary discussion about doing a thesis with your program advisor and perhaps with the faculty members whom you identify as potential thesis advisors.

### **Procedure for signing up for thesis hours**

- 1) get forms from SON office: Directed Study/ Non-scheduled Course Registration and the syllabus for NURS 699 Thesis
- 2) ask a suitable nursing faculty member to be your thesis committee chair (has to hold graduate faculty status) and a second faculty member to be the other committee person
- 3) meet to discuss or finalize your thesis ideas with your committee chair
- 4) fill in the registration form and get appropriate signatures
- 5) decide how many 699 credit hours to register for out of the required total of 6 --- the actual work done does not have to correspond to the thesis hours you sign up for in a given semester.. Consider whether you can divide the credits up in a way to maximize your full-time status which qualifies you for traineeship money and other scholarship opportunities. Or leave some thesis hours until later if the dissertation work is going to continue past your other coursework so you will have the required 3 hours in the semester you would graduate. (There is an exemption process from the Graduate School for that requirement if you end up out of compliance with the rule but it's better to plan it out ahead.) Please confer with your thesis chair or program advisor for help as needed about the credit hours.
- 6) deliver forms to the Registration Desk in Carter Hall.  
For each additional semester when you take thesis hours, you repeat this process and file a new signed registration form and the 699 syllabus again.

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**Sigma Theta Tau  
and its research awards**

Zeta Omicron chapter of Sigma Theta Tau, the International Organization for Nursing Scholarship, invites qualified MS students to join the organization each year. In addition, the organization sponsors 3 awards.

**1. DRENNAN AWARD**

The Drennan Award sponsored by Dr. Phyllis Drennan, former Dean of the School of Nursing, is awarded one or two outstanding graduate nursing student each year. Graduate nursing faculty nominate students for the award. The candidates will be evaluated by the selection committee on their commitment to nursing, professionalism, research activities, and professional growth achievements.

The Drennan Award recipient(s) will receive a certificate of recognition, stipend and his/her name engraved on the Drennan Award Plaque displayed in the School of Nursing.

**2. RESEARCH AWARD**

One or more monetary stipends will be awarded yearly to support thesis research. During the final year of graduate study, qualified students should confer with graduate faculty. Graduate faculty will recommend qualified students for consideration to Zeta Omicron Chapter. Recipients of the award are expected to present their research at a Zeta Omicron chapter meeting.

**3. ZETA OMICRON**

Zeta Omicron Chapter provides one graduate student scholarship for a part time student based on financial need. Students are notified through the graduate newsletter of the deadline and application process.

## Graduate Assistantships

The Masters in Nursing Program at the School of Nursing at the University of Northern Colorado is pleased to announce the availability of Graduate Assistantships in Nursing.

**Qualifications:** The recipient of this award must:

1. Be admitted to a Master's Degree Program (MSN) in Nursing.
2. Maintain full-time graduate status in good standing (enroll for a minimum of 9 hours per semester) during the period of the appointment. Some GA positions may be available for part-time students.
3. Previous experience in teaching clinical skills is desired.

**Position Description:**

The recipient of the award will be required to work 8 -10 hours per week (.20 FTE for each semester). Responsibilities may include assisting in skills labs, conducting literature reviews, assisting with School of Nursing administrative tasks, grading papers, assisting with SON committeework, etc. Skills labs are concentrated in the first 4-6 weeks of the semester so extra hours per week may be required then, and fewer would be necessary later in the semester.

**Compensation:**

The Graduate Assistant will receive an established University salary or stipend. The student may also have some or all of that semester's tuition paid by the Graduate School.

**Starting Date:**

At the beginning of Fall Semester each year and continue through the end of Spring Semester.

**Application Deadline:**

Please confer with the coordinator of your masters program about whom to contact and the current deadline for application for GA positions for the next year (ask starting about the middle of spring semester), then send a letter of application and a resume to:

Director or other Designated Nursing Faculty Member  
School of Nursing  
University of Northern Colorado

The University of Northern Colorado is an Equal Opportunity/Affirmative Action Employer. Qualified women, minorities, and disabled persons are encouraged to apply. Affirmative action/Equal Opportunity Office, Carter Hall 4000. (303) 351-2829.

CR 6-17-2007

<p>UNIVERSITY OF NORTHERN COLORADO/SON/NF-SO</p> <p>Title of Policy:</p> <p><u>Malpractice Insurance</u></p> <p>Sponsoring Committee:</p> <p><u>Director</u></p>	<p style="text-align: center;"><u>5/4/01</u></p> <p>Date adopted by NF-SO</p> <p>Date reviewed for Currency &amp; initial:</p>
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**POLICY:**

Because of the increasing legal requirement by clinical agencies used by the School of Nursing for individual student malpractice coverage, the SON requires all students in its clinical programs to obtain individual malpractice coverage with limits of \$1,000,000 per occurrence and \$3,000,000 in the aggregate.

**PROCEDURE:**

1. Students shall be informed upon admission to the School of Nursing programs of the requirement of carrying individual malpractice insurance throughout their clinical program.
2. Information regarding agency options for such insurance will be provided in student handbooks and the SON office.
3. Students may be required by clinical agencies to show proof of their individual malpractice coverage. Failure to have required coverage will necessitate withdrawal from the clinical course.

<b>AGENCY OPTIONS</b>	<b>ADDRESS/TELEPHONE/WORLD WIDE WEB/FAX</b>
Professional Buyers Guild, Inc.	5 Airport Road, Lakewood, NJ 08701; 1-800-545-4PBG. Can download application: <a href="http://www.npg.com">www.npg.com</a> . Fax application to: 1-732-364-3716
Nurses Service Organization	4870 Street Road, Trevoese, PA 19049; 1-800-274-1500. <i>SNA membership makes you eligible for special rates with NSO – the official NSNA professional liability insurance carrier.</i>
Seabury and Smith (formerly Maginnis & Associates, Inc.)	Professional Insurance Administrators: 332 S. Michigan Avenue, Chicago, IL 60604; 1-800-621-3008 ext. 105
Your homeowners insurance agency	BEWARE! Some agencies that do not deal with nursing students on a regular basis may charge too much. Comparison shop.