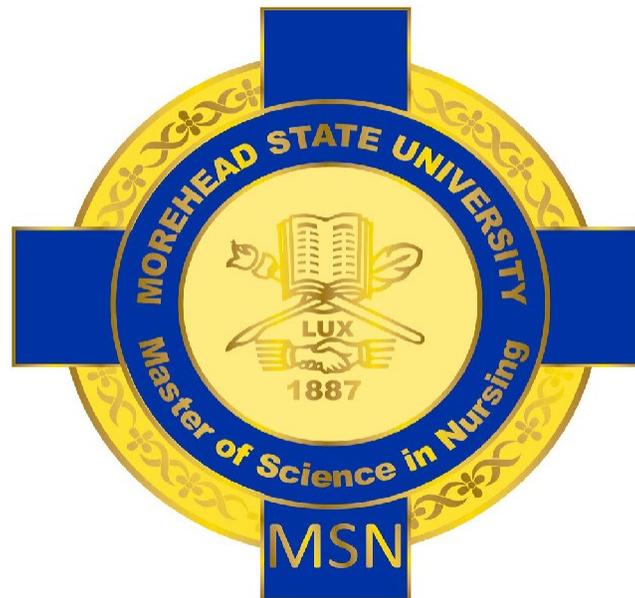


MOREHEAD STATE UNIVERSITY

College of Science
School of Health Sciences
Department of Nursing



Family Nurse Practitioner Practicum Handbook

Supplement to

Morehead State University Student Handbook

2021-2022

The baccalaureate degree program in nursing and master's degree program in nursing is nationally accredited by the Commission on Collegiate Nursing Education (CCNE), 655, NW, Suite 750, Washington, D.C. 20001. Phone:202-887-6791

The Department of Nursing adheres to the current Non-Discrimination Statement as published on the Affirmative Action Office webpage at

<https://www.moreheadstate.edu/Student-Affairs/Dean-of-Students/Student-Handbook/Nondiscrimination-Statement>

Any inquiries should be addressed to the Affirmative Action Officer, Morehead State University, Affirmative Action Officer, 217 Adron Doran University Center, Morehead, KY 40351, Phone: 606.783.2517.

Americans with Disabilities Act (ADA) Information:

Students with disabilities are entitled to academic accommodations and services to support their access and safety needs. The Office for Disability Services in 202 ADUC coordinates reasonable accommodations for students with documented disabilities. Although a request may be made at any time, services are best applied when they are requested at or before the start of the semester. Please contact Disability Services at 606-783-5188, e.day@moreheadstate.edu, or visit their website at www.moreheadstate.edu/disability for more information.

Review of Policies, Procedures, and Content

The respective faculty reviews all policies, procedures, and content of the Department of Nursing Student Handbook annually. Where revisions are made to policies or procedures, there is a notation in the document noting a revision date.

Changes in Policies, Procedures, and Program Information

Changes in the Department of Nursing including curriculum, policy, procedure and program information will be communicated to students admitted to the graduate program by email, in class, or announcements posted on Blackboard. Updates to the *Student Handbook* will also be posted on the DN Website.

Website and Published Documents

The DN website reflects current information. Because the site is updated frequently, information on this website supersedes all DN printed materials.

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Welcome to practicum courses in the Family Nurse Practitioner Program!

The purpose of this handbook is to provide you with an orientation to information that will assist you with your practicum experience. You are embarking on a journey in clinical decision-making that will provide a foundation for your practice as a Family Nurse Practitioner. This handbook is revised and published annually. Additional revisions are made on an as needed basis. Students are strongly encouraged to access the online handbook published on the Department of Nursing website on a regular and ongoing basis.

We are here to assist you in your learning process to become a Family Nurse Practitioner. The Family Nurse Practitioner Program will be challenging but rewarding. The curriculum includes both theory and clinical courses that are current, meaningful, and structured to promote student success. Additional information regarding program policies/procedures is available in the “Graduate Student Handbook.”

I encourage you to work closely with your course faculty and preceptor to make your practicum experience an enriched and rewarding experience. I would like to extend my best wishes to you in the practicum courses within the Family Nurse Practitioner Program!



Dr. Lucy Mays, DNP, APRN, FNP-BC, CNE
Online Nursing Programs Coordinator
Director of Distance Education in Nursing
Department of Nursing
Morehead State University
606-783-2773

MOREHEAD STATE UNIVERSITY
College of Science
School of Health Sciences
Department of Nursing

Vision

The Morehead State University Department of Nursing envisions educational programs that establish the Department of Nursing as a Center of Excellence in the campus community and within our service region.

Mission

Department of Nursing Mission: The mission of Morehead State University Department of Nursing is to promote health and well-being among the people of northeastern and eastern Kentucky, the greater Commonwealth, and extending to those whom our graduates serve in our global community. In an academic environment that is responsive to health care changes situated within respective cultures, it is through excellence in nursing education in all programs, service, and commitment to scholarly activities that this mission is accomplished.

Values

The faculty and staff within the Department of Nursing value

- Excellence in education, service, scholarly activities, advisement, and support of students, thereby providing the opportunity for a meaningful and rewarding educational experience.
- A climate of open communication and cooperation.
- A responsive relationship with our community respecting our cultural heritage.
- Student success in learning outcomes through individualized attention that promotes growth, improvement, and opportunity.
- Diversity within the department reflecting our greater community.
- Integrity, professionalism, and the respect of academic freedom in our academic community.

Paradigm Definitions

- **Person:** The faculty views the individual in a holistic manner, at any stage of the life span, as a unique biopsychosocial individual who is worthy of dignity and respect and who is affected by an ever-changing environment.
- **Environment:** The environment is viewed as a culmination of all circumstances and influences impacting the person, including both external and internal factors.
- **Health:** Health is viewed as a dynamic biopsychosocial and spiritual process that occurs when an individual is able to meet human needs in a way, which allows for effective functioning and human flourishing. An individual's state of health varies in relation to growth and development, culture, nutrition, the environment, ability to meet human

needs, and is impacted by acute and chronic illness states. Health is further influenced by genetics, abilities, coping and results of decision-making strategies.

- **Nursing:** The nursing faculty accepts the American Nurses Association's definition of nursing: "Nursing is the protection, promotion, and optimization of health and abilities, prevention of illness and injury, alleviation of suffering through the diagnosis and treatment of human response, and advocacy in the care of individuals, families, communities, and populations."

Nursing Programming at Morehead State University

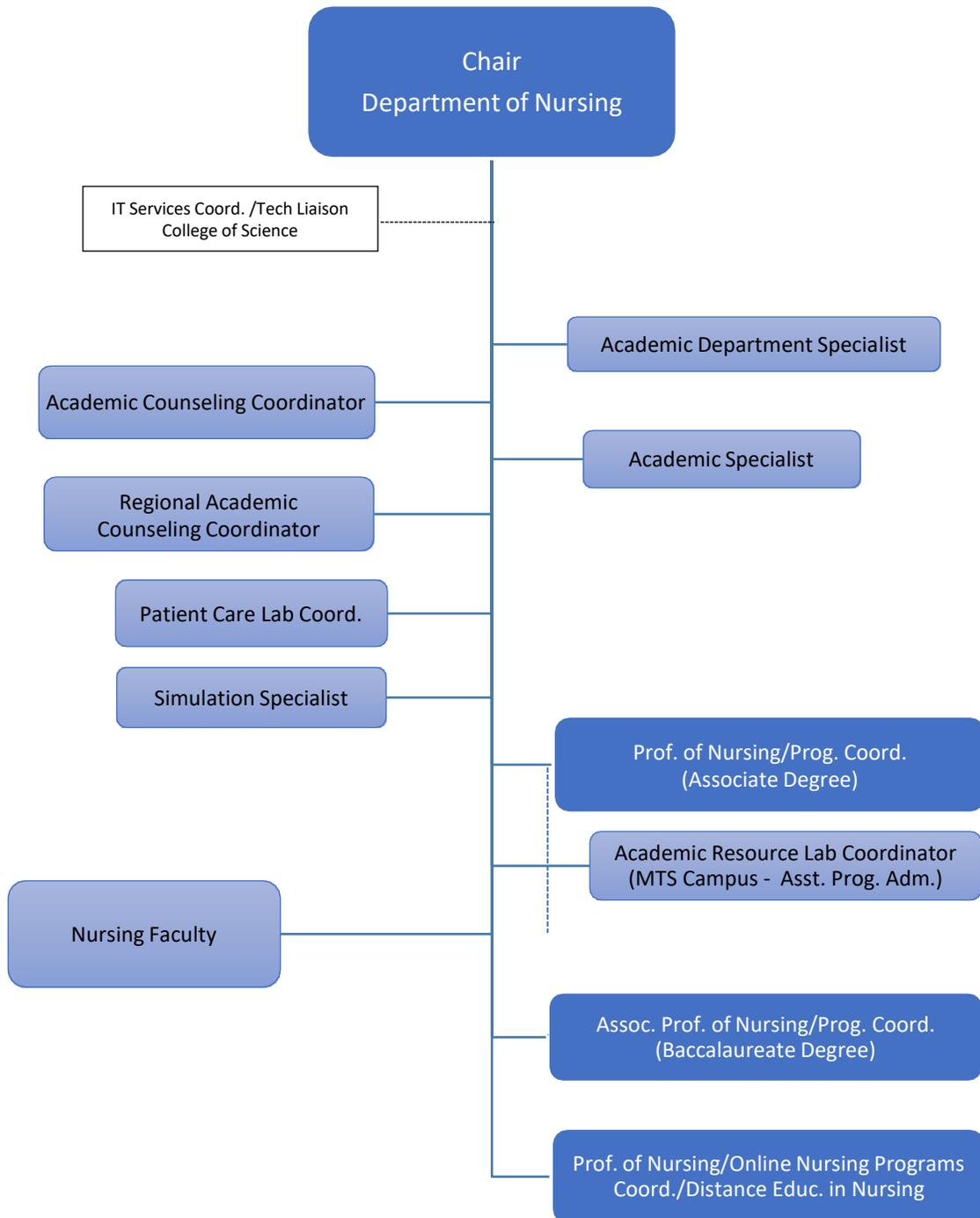
The Department of Nursing currently houses three undergraduate programs and one graduate program. Nursing programming at MSU offers a variety of pathways to enter the profession of nursing and to promote increased career options including advanced nursing practice.

The Associate Degree in Nursing Program (ADNP) admits student to the program each semester and is offered on both the main Morehead Campus and at the Mt. Sterling extended campus at the Clay Center. The Associate of Applied Science in Nursing (AASN) program is accredited by the Accreditation Commission for Education in Nursing (ACEN). The Pre-licensure Bachelor of Science in Nursing (BSN) admits students to the program each semester and is located on the main Morehead Campus. The Post-licensure Bachelor of Science in Nursing (BSN) Nursing Program (RN-BSN) is offered fully online and admits students each semester in an ongoing basis. The Commission on Collegiate Nursing Education (CCNE) accredits both the pre-licensure BSN and the RN-BSN programs.

The Department of Nursing added a graduate program (Master of Science in Nursing, Family Nurse Practitioner Program) beginning Fall 2017. The Family Nurse Practitioner Program is approved by the Kentucky Board of Nursing, the Council on Postsecondary Education (CPE), Southern Association of Colleges and Schools (SACS) and is accredited by the Commission on Collegiate Nursing Education (CCNE). The Department of Nursing looks forward to further meeting the health care needs of the citizenry through developing competent and caring advanced practice nurses.

Nurses have an important role in the provision of health care in a variety of health care settings and improving health care in general to the service region and beyond. MSU has made a significant contribution to improving health care outcomes and looks forward to continuing the rich history of providing nursing programming of quality.

Department of Nursing Organizational Chart



Curriculum

The family nurse practitioner (FNP) program prepares registered nurses (RNs) to provide independent general care for family groups and individuals in the context of family living. The curriculum includes instruction in family theory and intervention, evidence-based practice, epidemiology, advanced technologies, health care environment management, role synthesis, family primary care, nursing practice and health care policy, pediatric practice, gerontological practice, health assessment, advanced pathophysiology, practicum pharmacotherapeutics and practicum practice techniques.

Program Goals

1. Promote the development of knowledge, skills, and attitudes in graduates necessary to function in the advanced practice role as a family nurse practitioner.
2. Provide graduates with a foundation for transition to successful doctoral study.
3. Provide an environment that embraces persons from diverse cultures, varying philosophies, ethnicity, and gender.
4. Foster an environment of practicum scholarship to advance patient care practices.
5. Serve the citizens of Eastern Kentucky, the Commonwealth of Kentucky, and the global citizenry through the application of practicum prevention and population health.

Program Outcomes

The graduate of the MSN FNPP will be able to:

1. Integrate knowledge from nursing, other fields and research findings into safe, effective, culturally appropriate client centered care for clients across the lifespan.
2. Demonstrate effective leadership, quality improvement and informatics skills at the organizational and systems levels.
3. Interpret translate and disseminate evidence-based findings to improve client care process and outcomes.
4. Effectively collaborate with the interprofessional health care team to manage and coordinate care.
5. Demonstrate practicum prevention and population health strategies for individuals, groups and populations.
6. Demonstrate advanced nursing practice that utilizes clinical reasoning skills to positively influence health care outcomes.
7. Demonstrate professional behaviors that are ethical, legal, fiscally responsible, and politically informed to effect positive health care outcomes.

Graduates of the Family Nurse Practitioner, Primary Care Concentration-Master of Science in Nursing Program are eligible to apply for Family Nurse Practitioner certification from the ANCC (American Nurses Credentialing Center) and the AANP (American Academy of Nurse Practitioners)

Master of Science in Nursing, Family Nurse Practitioner

Sample Curriculum Full Time Plan-Fall Semester Start

Year 1						
	Fall Term		Spring Term		Summer Term	
Session	Courses	Credits	Courses	Credits	Courses	Credits
I	NURG 610: Health Assessment for Advanced Practice	3	NURG 612: Pharmacology for Advanced Practice	3	NURG 632: Childbearing and Women's Health for Advanced Practice Prerequisite: NURG 610 Co/Prerequisite: NURG 612	2
	NURG 610L: Health Assessment for Advanced Practice Lab	0				
	NURG 631: Pediatrics for Advanced Practice Prerequisite: NURG 610	3		NURG 630: Health Promotion and Disease Prevention		
II	NURG 613: Pathophysiology for Advanced Practice	3	NURG 618: Advanced Evidence Based Practice	3	NURG 636: Advanced Procedures	1
					NURG 636L: Advanced Procedures Lab	0
Totals		9		9		3

Year 2						
	Fall Term		Spring Term		Summer Term	
Session	Courses	Credits	Courses	Credits	Courses	Credits
I	NURG 634: Common Alterations in Primary Care Prerequisite: NURG 636	3	NURG 641: Complex Alterations in Primary Care Prerequisite: NURG 634	3	NURG 620: Roles and Issues for Advanced Practice or (NURG 621: Roles and Issues for Advanced Practice Post-MSN)	2(1)
	NURG 635: Practicum I Prerequisite: NURG 636 Co-requisite NURG 634	1.5	NURG 655: Practicum II Prerequisite NURG 635 Co-requisite NURG 641	1.5		
II	NURG 635: Practicum I continued	1.5	NURG 645: Practicum II continued	1.5		
	NURG 633: Care of the Aging Population Prerequisite: NURG 610, NURG 612	3	NURG 640: Population Health and Epidemiology	3		
Totals		9		9		2

Year 3						
	Fall Term		Spring Term		Summer Term	
Session	Courses	Credits	Courses	Credits	Courses	Credits
I	NURG 642: Health Policy and Economics	3				
	NURG 655: Practicum III Prerequisite: NURG 645 Co-requisite: NURG 650	1.5				
II	NURG 655 Practicum III continued	1.5				
	NURG 650: Professional Practice Co-Requisite NURG 655					
Totals		8				

Course Descriptions

NURG 610: Health Assessment for Advanced Practice (2-3-3), I, II

This course focuses on assessment skills necessary for the Advanced Practice Nurse. Diagnostic reasoning and client-centered care across the lifespan will be emphasized. Prerequisite: Admission to the MSN Program or departmental approval.

NURG 610L: Health Assessment for Advanced Practice Lab

(0) Co-requisite to NURG 610

NURG 612: Pharmacology for Advanced Practice (3-0-3), I, II

This course focuses on pharmacotherapeutic concepts necessary for the Advanced Practice Nurse. Clinical reasoning related to pharmacology will be emphasized. Prerequisite: Admission to the MSN Program or departmental approval.

NURG 613: Pathophysiology for Advanced Practice (3-0-3), I, II

This course focuses on pathophysiology concepts necessary for the Advanced Practice Nurse. Practicum reasoning related to pathophysiology will be emphasized. Prerequisite: Admission to the MSN Program or departmental approval.

NURG 618: Advanced Evidence Based Practice (3-0-3), I, II

This course focuses on the critical evaluation of research findings with the application of research outcomes to the practice setting. Use of evidence-based findings to promote positive outcomes will be emphasized. Prerequisite: Admission to the MSN Program or departmental approval.

NURG 620: Roles and Issues for Advanced Practice (2-0-2), I, II

This course provides an analysis of professional roles and issues related to the Advanced Practice Nurse. The history of advanced nursing practice along with current professional issues will be explored. Prerequisite: Admission to the MSN Program or departmental approval.

NURG 621: Roles and Issues for Advanced Practice (Post-MSN) (1-0-1) I, II

This course provides an analysis of professional roles and issues related to the Family Nurse Practitioner. The history and professional issues of the Advanced Practice Nurse will be explored. Prerequisite: Admission to the MSN Program or departmental approval and previous completion of a Master of Science in Nursing.

NURG 630: Health Promotion and Disease Prevention (3-0-3), I, II

This course focuses on health promotion and disease prevention strategies for patients across the lifespan. Health promotion and disease prevention will be explored from the individual to the population level with incorporation of culturally appropriate strategies. Prerequisite: Admission to the MSN Program or departmental approval.

NURG 631: Pediatrics for Advanced Practice (3-0-3), I, II

This course explores the role of the Family Nurse Practitioner in primary care of children. Assessment of health status, diagnosis, developing and implementing a treatment plan and follow up evaluation of patient status will be emphasized using an evidence-based approach. Prerequisite: NURG 610.

NURG 632: Childbearing and Women's Health for Advanced Practice (2-0-2), I, II

This course explores the role of the Family Nurse Practitioner in primary care of women across the lifespan. Assessment of health status, diagnosis, developing and implementing a treatment plan and follow up evaluation of patient status will be emphasized using an evidence-based approach. Prerequisite: NURG 610. Corequisite: NURG 612 may also be taken.

NURG 633: Care of the Aging Population (3-0-3), I, II

This course explores the role of the Family Nurse Practitioner in primary care of the aging population. Assessment of health status, diagnosis, developing and implementing a treatment plan and follow up evaluation of patient status will be emphasized using an evidence-based approach. Prerequisite: NURG 610, NURG 612.

NURG 634: Common Alterations in Primary Care (3-0-3), I, II

This course explores common health alterations in primary care that are managed by the Family Nurse Practitioner. Assessment of health status, diagnosis, developing and implementing a treatment plan and follow up evaluation of patient status will be emphasized using an evidence-based approach. Prerequisite: NURG 636.

NURG 635: Practicum I (0-9-3), I, II

This course provides a practicum experience providing practicum learning opportunities in primary care for the advanced practice nurse. The practicum is held in a variety of settings. Admission to the MSN Program or departmental approval. Prerequisite: NURG 636, Co/Prerequisite NURG 634

NURG 636: Advanced Procedures (.5-1.5-1), I, II

This course provides hands on practice of advanced procedural skills necessary for the Family Nurse Practitioner. Admission to the MSN Program or departmental approval. Campus attendance is required. Corequisite: NURG 636L

NURG 636L: Advanced Procedures Lab

(0) Co-requisite to NURG 636

NURG 640: Population Health and Epidemiology (3-0-3), I, II

This course focuses on population health and epidemiology as related to nursing care. Population centered concepts will be emphasized. Prerequisite: Admission to the MSN Program or departmental approval.

NURG 641: Complex Alterations in Primary Care (3-0-3), I, II

This course explores complex health alterations in primary care that are managed by the

Family Nurse Practitioner. Assessment of health status, diagnosis, developing and implementing a treatment plan and follow up evaluation of patient status will be emphasized using an evidence-based approach. Prerequisite: NURG 634

NURG 642: Health Policy and Economics (2-0-2), I, II

This course will explore organizational, political, legislative, and regulatory processes related to Advanced Practice Nursing. Systems policy development and advocacy strategies will be incorporated. Prerequisite: Admission to the MSN Program or departmental approval.

NURG 645: Practicum II (0-9-3), I, II

This course builds upon the practicum learning provided in NURG 635. Clinical learning opportunities in primary care will be provided for the advanced practice nurse. The practicum is held in a variety of settings. Admission to the MSN Program or departmental approval is required. Prerequisite NURG 635, Co/Prerequisite NURG 641.

NURG 650: Professional Practice (3-0-3), I, II

This course will explore professional practice concepts necessary for the Advanced Practice Nurse. Quality improvement, organizational and systems leadership, conflict management, change management and development of a business plan will be incorporated. Must be taken the last semester of the program to complete the required portfolio project. Admission to the MSN Program or departmental approval is required. Corequisite: NURG 655.

NURG 655: Practicum III (0-9-3), I, II

This course is the culminating practicum learning experience of the program. Clinical learning opportunities in primary care will be provided for the advanced practice nurse in a variety of settings. Clinical reasoning will be emphasized. Admission to the MSN Program or departmental approval is Prerequisite: NURG 645, Co- requisite: NURG 650.

AVH 600: Managing the Patient with Opioid Use Disorder (3-0-3); petition required

This course is designed for the multidisciplinary health care practitioner to deliver high-quality, evidence-based treatment for patients with opioid addiction. This course is designed for both student and licensed advanced practice nurses, physician assistants, and physicians. Admission to the course requires departmental approval. This course is an elective, not a requirement of the program.

Teaching-Learning Practicum Roles

Faculty Role

The Morehead State University faculty have graduate degrees related to their area of nursing practice. The faculty serve as educators, facilitators, mentors, role models, clinicians and resource persons in areas related to their area of nursing practice. Full-time tenure and tenure track faculty roles include teaching, professional achievement (scholarship) and service. Full-time faculty in the instructor position have roles that include teaching and service. Part-time faculty provide instruction in various courses based on programmatic needs. Faculty who oversee practicum courses, are nationally certified as family nurse practitioners. Faculty evaluate student performance and assign student grades. Faculty maintain open communication with students and preceptors. The program coordinator and department chair administer various components of the program. This includes course scheduling and oversight of practicum agencies, including contractual agreements. The program administrators, in conjunction with the faculty develop, implement, interpret, and revise policies and procedures related to the program.

Student Role

Students in the program are adult learners who come to the program with the foundation including a minimum of a baccalaureate degree in nursing and significant practicum experience. Students must build upon this foundation to become advanced practice registered nurses. Adult learners must be self-directed, adaptable, motivated, draw upon previous experiences to relate learning to real world situations and be able to identify and address areas of weakness. Students must follow established program policies and guidelines and seek clarification as needed. Students must complete assignments according to established criteria and seek safe opportunities to practice new skills.

Preceptor Role

Practicum preceptors serve as an extension of the faculty and are academically and experimentally qualified for their role. APRN preceptors must have at least one year of practicum experience in the role and population focus for which the student is preparing. Physician or physician assistant preceptors must have at least one year of practicum expertise and must practice in the same or similar population focus for which the student is preparing. Preceptors must not precept more than two students at a time. Preceptors are responsible for direct patient supervision, role modeling, mentoring, and sharing experience/expertise. Preceptors stay in communication with course faculty and immediately communicate any concerns regarding student behavior or patient safety. Preceptors provide input into student evaluation, but do not assign final course grades. Preceptors follow established program policies and guidelines and seek clarification as needed.

PRACTICUM REQUIREMENTS FOR ENROLLMENT

1. Maintain an active and unrestricted license to practice as a registered nurse (RN) in Kentucky. Please provide copy of verification from KBN at <http://kbn.ky.gov>. “Not permitted to begin NURG 635 without this documentation being submitted to the CastleBranch website after you register for the course.”
2. Have documentation of current American Heart Association’s Basic Life Support (CPR and AED) for Health Care Provider’s certification. “Not permitted to begin NURG 635 without this documentation being submitted to the CastleBranch website after you register for the course.”
3. Have documentation of compliance with the immunization requirements. You may use the services of the Counseling and Health Services Clinic (Phone: 606-783-2055) on campus at Morehead State University or a local health provider (physician, physician’s assistant or nurse practitioner). “Not permitted to begin NURG 635 without this documentation being submitted to the CastleBranch website after you register for the course.”
4. Have documentation of compliance of a 10-Panel Urine Drug Screen. “Not permitted to begin NURG 635 without this documentation being submitted to the CastleBranch website after you register for the course.”
5. Have documentation of health insurance. “Not permitted to begin NURG 635 without this material being submitted to the CastleBranch website after you register for the course.”
6. Have documentation of professional liability/malpractice insurance. “Not permitted to begin NURG 635 without this material being submitted to the CastleBranch website after you register for the course. Liability insurance is part of your course fee. Merry Jo Cloud (m.cloud@moreheadstate.edu) will email you the document you need to upload.
7. Have documentation of a criminal background check. Please visit the CastleBranch website located at www.castlebranch.com and then click on Place Order. The Package Code is OX41. “Not permitted to begin NURG 635 without this step being completed after you register for the course.”
8. Need to be compliant with the Technical Performance Standards.
9. After you register for NURG 635: Nursing Practicum I, II, & III during your 2nd & 3rd year in the program, you can begin submitting the requested documentation. Please visit the CastleBranch website located at www.castlebranch.com and then click on Place Order. The required code is OX41 and OX41dt for the drug screen.

If you have any questions or concerns regarding Castle Branch requirements, please contact:
Merry Jo Cloud
m.cloud@moreheadstate.edu
606-783-2286

MOREHEAD STATE UNIVERSITY
DEPARTMENT OF NURSING
Student Criminal Background Check and Drug Screening Policy
Adopted: May 2012

A. Introduction:

A criminal background check and drug screen are becoming standard requirements for employment at health care facilities. Such requirements also apply to students who rotate through those health facilities as part of their educational experiences.

All MSU nursing students are required to have a national criminal background check (Certified Background) and drug screen. The student is responsible for the cost of the criminal background check and drug screen. Students will be given instructions for the online process for the Certified Background check and procedures for drug screen collection when admission to the program is offered. The background check includes a certified Badge for the student. Students must have the criminal background check prior to practicum rotations at health care facilities. Please refer to the Department of Nursing Criminal Background and Drug Policy Statement. You may be asked to meet with the Department Chair regarding background findings.

Nursing students may be required to have additional criminal background checks and drug screens for certain healthcare settings as the agencies set their own criteria around criminal background clearance and drug screens. The student is responsible for any cost of additional criminal background checks or drug screens. In the event a student leaves a program prior to program completion, the student may be requested to complete additional criminal background check(s) and drug screen(s) prior to reentry to the program.

Students who fail to successfully pass a criminal background check or drug screen would be ineligible for enrollment or progression in required practicum courses and therefore, would not be able to complete the requirements for graduation. The Department of Nursing does not accept responsibility for any student being ineligible for coursework, continued enrollment in the admitted program or subsequent licensure as a nurse for any reason. Students who provide any false information regarding drug use or criminal offenses in any documents relating to their attendance within the Department of Nursing are subject to immediate dismissal.

B. Applicability

Conditionally admitted applicants must consent to, and satisfactorily complete a criminal background check and drug screen prior to final acceptance and matriculation into nursing programs with the Department of Nursing

C. Policy Statement

All conditionally admitted applicants must consent, submit to, and satisfactorily complete a criminal background check and drug screen as a condition of admission and matriculation into programs within the Department of Nursing. Enrollment will not be final until the completion of the criminal background check and drug screen results are deemed acceptable to the applicable program. All expenses associated with the criminal background check(s) and drug screen(s) are the responsibility of the applicant/student. Students, who do not consent to the background check, refuse to provide information necessary to conduct the background check, or provide false or misleading information about the background check will be subject to disciplinary action up to, and including, refusal of admission or dismissal from the program.

D. Implementation and enforcement

This policy will be implemented and monitored by the Department of Nursing Health Compliance Coordinator. The Department of Nursing Admissions and Progression Committee will conduct enforcement in collaboration with MSU General Counsel, Chief Diversity Officer, Dean of Students, University Police, Counseling and Health Services Clinic, and/or outside agencies in the conduct of background checks and drug screen investigations of students.

E. Procedures for Background Investigation and Drug Screens of Students

1. Application: Background investigations and drug screens will be conducted for applicants who are offered conditional admission to nursing programs. A statement such as the following shall be included on admission materials for all nursing programs: “I understand that, as a condition of admission, I will be required to authorize MSU to obtain criminal background check(s). Further, I may be required to authorize practicum training facilities to conduct this check, and to permit the results to be provided by the reporting agency to MSU and/or to practicum facilities. Expenses associated with criminal background check(s) and drug screen(s) are to be the responsibility of the applicant/student. If I am offered conditional admission, the offer will not be considered final until results are deemed acceptable by the Department of Nursing. Red-flagged criminal background checks or positive drug screens are reviewed by the Department Chair. Students may have a positive drug test for medications prescribed by their provider. Students should contact the Medical Review Officer in advance so their file can reflect the medication purpose. Students may be required to meet with the Department Chair depending on the outcome of the background check.

2. Students submitting false or misleading statements, incomplete forms, or cannot complete program requirements will be unable to progress in the program. This includes students fully admitted, admitted conditionally.

“I understand that if I am convicted of a felony or any type of offense while a student in a nursing program at MSU, I must report that offense to the Department Chair of Nursing in writing within 30 days of a conviction. Conviction includes plea agreements, guilty pleas, etc.”

3. Final Admission and Progression Notification: Applicants/students will be informed via university email regarding final admission or progression in the respective program.

F. Consideration of Criminal Background Activities

The existence of a conviction does not automatically disqualify an applicant from entering, matriculating, or returning to a program within the Department of Nursing. Relevant considerations may include, but are not limited to the date, nature, and number of convictions; the relationship the conviction bears to the duties and responsibilities of the position; and successful efforts toward rehabilitation. Any decision to allow an applicant to enter a nursing program with a conviction is solely at the discretion of the Department of Nursing’s Admission and Progression Committee.

G. Consideration of Drug Screen

The existence of a positive drug screen does not automatically disqualify an applicant from entering, matriculating, or returning to a program within the Department of Nursing.

Applicant/student will be required to provide appropriate documentation of prescribed medications

for review. Any decision to allow an applicant to enter or continue in a nursing program with a positive of the Department of Nursing Admission and Progression Committee to ensure the safety and well-being of others in the health care environment.

H. Review Committee Process

The Review Committee will be a subcommittee of Admissions and Progression Committee and the Department Chair. A careful review of the self-reported information in the conditionally admitted applicant's file including criminal convictions and pending adjudications, the information in the criminal background check report and relevant supplementary materials obtained from the applicant and from other sources, including court documents will ensue. Facts involved in the individual case review may include, but not be limited to:

1. the nature, circumstances, and frequency of any reported offense(s)
2. the length of time since the offense(s)
3. available information that addresses efforts of rehabilitation
4. the accuracy of the information provided by the applicant in their application materials or letter of intent for reentry into program
5. the relationship between the duties to be performed as part of the educational program and the offense committed

The Review Committee will be responsible for deciding whether the results of the background check or positive drug screen disqualifies and dismisses the conditionally admitted applicant/student from entrance, matriculation, or reentry to a nursing program. The Committee will forward their decision in writing to the applicant, Program Coordinator(s), Department Chair, Dean of College, and Dean of Students.

I. Appeals Process

For information regarding the University academic grievance procedure, see the undergraduate catalog.

Documentation: Practicum Agency Requirements

Important Note: The entity that does the immunization as well as all other compliance for nursing students is CastleBranch, you will need to visit www.castlebranch.com. Once you access this website, you may read what it says and then click on “How It Works,” to read about how it works: order, create your account, manage your account, view your information, and share your information. At the top right corner of the page, you will “place your order” by entering the package code OX41 (includes background screen and other documentation requirements); Visa, MasterCard, and money orders are accepted forms of payment. You will then see the instructions on how to proceed to create your account. It is important that you use your MSU email as your username when you create your accounts. It is also important that you read and follow the directions very carefully in creating your account and uploading all of your documents for compliance.

Compliance: Criminal Background Check/Reporting

BLS (CPR): Documentation of current **American Heart Association Basic Life Support for Health Care Professionals** certification. *Only American Heart Association Basic Life Support for Health Care Providers certification is acceptable!*

A copy of your certification card will need to be uploaded to your Castle Branch account (**Remember to sign back of card before uploading**).

Documentation of compliance with all of the following **immunization requirements**. The documentation will need to be uploaded to your Castle Branch account. The following immunizations are required for all students involved in practicum activities in academic programs. These requirements have been established to help protect health care providers and their patients during encounters with one another in practicum settings. We suggest that the only exclusion to these requirements be for medical contraindications (requires signed letter from provider).

Students must complete all immunizations. The only exceptions may be your third Hepatitis B. It is your responsibility to be sure that you are verified as compliant well in advance of attending practicum (lab). And it is your responsibility to be sure you remain verified as compliant throughout the nursing program—always well in advance of the due date.

The MSU Counseling and Health Services Clinic can give you all of your required immunizations; however, you may obtain your immunizations wherever you wish. You will need to **obtain official documentation** of the required immunizations in order to obtain immunization compliance for the practicum (lab) portion of your nursing program.

1. Tuberculosis Screening

- Complete TB Risk assessment annually.

- Negative QuantiFERON Gold Blood test
- Negative T-Spot blood test
- If known positive, physician documentation of the positive test and a negative chest x-ray.
- Annual TB screening while the student remains enrolled.
- Recommend TB screening be completed in May or June. This would eliminate being out of compliance during academic terms.

2. Hepatitis B

- 3 vaccines
- Positive antibody titer (lab report or physician verification of results required)
- Declination waiver signed by a healthcare provider.

3. MMR

- Proof of immunity to rubella, rubeola and mumps if born in 1957 or later (no documentation needed for those born before 1957). One of the following may be used as documentation:
 - Documentation of two MMR vaccines with the first at 12 months or older.
 - Documentation by a physician having had rubeola, rubella and mumps diseases.
 - Documentation of positive rubeola, rubella and mumps titers.

4. Varicella

- Proof of immunity to varicella by one of the following:
 - Positive antibody titer.
 - Immunization with varicella vaccine. (Series of two)

5. Tdap---Tetanus Toxioid, Reduced Diphtheria Toxioid and Acellular Pertussis Vaccine

- Documentation of Tdap injection within last 10 years
- COVID-19 vaccine - must have 2 vaccines no declination wavier is accepted

6. Annual Flu Immunization

Students must complete personal health insurance documentation. Practicum sites require proof of **personal health insurance**, so you will need personal health insurance. You will need official documentation of personal health insurance, which includes beginning and ending dates of coverage. A copy of this documentation will need to be uploaded to your Castle Branch account. A copy of your card is not acceptable you must have a written letter from your health care carrier.

Student liability insurance is part of your practicum course fee. You will receive an email from Merry Jo Cloud (m.cloud@moreheadstate.edu) with proof of liability

insurance. You will need to upload this document into Castle Branch.

_____ Students will need to upload RN licensure via KBN or NURSYS.

_____ **Drug Screening is required for all Masters Nursing Program students.**

You will need an additional code OX41dt for your drug screening; the additional fee is discussed within the practicum course. Make sure you input **ALL** information from the OX41 account in the same manner as the OX41dt account, or the system will create two separate accounts and it will appear your requirements are not met. **You will have 1 week from date of purchase to complete!**

For questions related to Castle Branch please contact Merry-Jo Cloud RN MSN via email m.cloud@moreheadstate.edu, phone 606-783-2286, or in person in CHER 307E.

TECHNICAL PERFORMANCE STANDARDS

The Technical Performance Standards in the learning and healthcare environment required by the DN will help students determine if accommodations or modifications are necessary. The standards will provide criteria upon which an informed decision of ability to meet requirements and perform the essential functions of nursing practice can be made.

- Standard 1: Critical thinking ability sufficient for practicum judgment.
- Standard 2: Communication skills sufficient to interact with individuals, families, and groups from a variety of social, behavioral, cultural, and intellectual backgrounds.
- Standard 3: Physical abilities sufficient to move from room to room and maneuver in small spaces.
- Standard 4: Gross and fine motor abilities sufficient to provide safe and effective nursing care.
- Standard 5: Auditory abilities sufficient to monitor and assess health needs.
- Standard 6: Visual ability sufficient for observation and assessment and delivery nursing care.
- Standard 7: Tactical ability sufficient for physical assessment.

If a student believes they could not meet one of the standards without accommodation or modifications in the learning and healthcare environment, the nursing program will determine if reasonable modifications can be made using the following process.

1. Before admission to the nursing major, all students will have information regarding the Technical Performance Standards.
2. After admission to the major, students will be given a copy of the Technical Performance Standards.
3. A student who believes that he or she may need assistance in meeting the Technical Performance Standards should contact Evangeline Day, Disabilities Services at MSU, e.day@moreheadstate.edu or visit their website at www.moreheadstate.edu/disability, or call 606-783-5188.

MOREHEAD STATE UNIVERSITY
College of Science School of
Health Sciences **Department of**
Nursing

STATEMENT OF CONFIDENTIALITY

The student must understand that all information regarding patient/clients must be kept confidential under the provision of *KRS 210.235. The student must understand that any information received may only be used for practicum purposes within the assigned practicum care setting. The student must be aware that violation of the requirement of confidentiality is punishable by a fine of up to five thousand dollars (\$5,000) or imprisonment for a term not to exceed five (5) years or both, pursuant to *KRS 210.291.

*KRS 210.235 - Confidential nature of records-Conditions under which records may be disclosed.

All applications and requests for admission and release, and all certifications, records and reports of the Cabinet for Health and Family Service which directly or indirectly identify a patient or former patient or a person whose hospitalization has been sought, shall be kept confidential and shall not be disclosed by any person, except insofar as:

1. The person identified or his guardian, if any, shall consent; or
2. Disclosure may be necessary to carry out the provisions of the Kentucky Revised Statutes, and the rules and regulations of cabinets and agencies of the Commonwealth of Kentucky; or
3. Disclosure may be necessary to comply with the official inquires of the departments and agencies of the United States government; or
4. Disclosure may be necessary for:
 - a. Treatment of the patient by any health care provider involved in the patient's care.
 - b. Treatment, payment, or health care operations under the federal Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191, including disclosure between health care providers through an electronic health information exchange or network; or
 - c. Participation by health care providers through an electronic health information exchange or network for the purpose of meeting the requirements of the American Recovery and Reinvestment Act of 2009, Pub. L. No. 111-5, and its related federal regulation; or
5. A court may direct upon its determination that disclosure is necessary for the conduct of proceedings before it and failure to make such disclosure would be contrary to the public interest. Nothing in this section shall preclude the disclosure, upon proper inquiry of the family or friends of a patient, of information as to the medical condition of the patient.

Effective: July 15, 2014

History: Amended 2014 Ky. Acts ch.12, sec. 1, effective July 15, 2014. – Amended 2005 Ky. Acts ch.99, sec. 317, effective June 20,2005. – Amended 1998 Ky. Acts ch. 426, sec. 262, effective July 15, 1998. – Amended 1974 Ky. Acts ch. 74, Art. VI, sec. 107(1) and (9). – Created 1954 Ky. Acts ch. 12, sec. 1, effective July 1, 1954

In addition, the student must understand and be compliant with the Health Insurance Portability and Accountability Act (HIPPA), Public Law 104-191, 104th Congress.

SEC 1177. WRONGFUL DISCLSURE OF INDIVIDUALLY INDENTIFIABLE HEALTH INFORMATION

- a.** OFFENSE. -A person who knowingly and in violation of this part –(1) uses or causes to be used a unique heath identifier, “(2) obtains individually identifiable health information relating to an individual; or (3) discloses individually identifiable health information to another person, shall be punished as provided in subsection (b).
- b.** PENALTIES -A person described in subsection (a) shall – (1) be fined not more than \$50,000, imprisoned not more than 1 year or both; (2) if the offense is committed under false pretenses be fined not more than \$100,000, imprisoned not more than 5 years, or both; and (3) if the offense is committed with intent to sell, transfer, or use individually identifiable health information for commercial advantage, personal gain, or malicious harm, be fined not more than \$250,000, imprisoned not more *than 10 years, or both.*

Effective: July 15, 2014

History: Amended 2014 Ky. Acts ch.12, sec. 1, effective July 15, 2014. – Amended 2005 Ky. Acts ch.99, sec. 317, effective June 20,2005. – Amended 1998 Ky. Acts ch. 426, sec. 262, effective July 15, 1998. – Amended 1974 Ky. Acts ch. 74, Art. VI, sec. 107(1) and (9). – Created 1954 Ky. Acts ch. 12, sec. 1, effective July 1, 1954

In addition, the student must understand and be compliant with the Health Insurance Portability and Accountability Act (HIPPA), Public Law 104-191, 104th Congress.

SOCIAL NETWORK STATEMENT

Students must strictly observe confidentiality regarding client care and practicum experiences.

Discussion of practicum experiences and/or posting of pictures of the practicum setting in any type of social networking is unacceptable and is a violation of patient confidentiality and nurse ethics. Additionally, appearing in pictures with the student nametag, nursing uniform, and/or lab coat in non-practicum activities is unacceptable. Such postings are a violation of professional expectations and will lead to course failure or program dismissal.

Students are required to view the National Council of State Boards of Nursing (NCSBN) video “Social Media Guidelines for Nurses” video and brochure “A Nurse’s Guide to the Use of Social Media.” The video and brochure can be downloaded at https://www.ncsbn.org/NCSBN_SocialMedia.pdf.

CODE OF ETHICS

Commitment to the Code of Ethics provides the best possible learning atmosphere for our students and faculty. Fostering critical thinking and problem-solving skills promotes leadership and success for our graduates. Violation of the code may result in disciplinary action. At Morehead State University, it is our goal to:

1. To provide an informative and safe learning environment
2. To promote growth and education for all
3. To develop our students into ethically responsible Nurse Practitioners
4. To promote professionalism and integrity
5. To teach our students how to be a positive driving force for future generations
6. To prepare our graduating classes for leadership roles as Nurse Practitioners
7. To commit to ethical professional conduct from every member of our organization

HEALTH REQUIREMENTS

All students entering Morehead State University's Department of Nursing must have verification of immunizations and health insurance compliance on file in the Department of Nursing. A student will **not** be allowed to enter the practicum area until verification of immunizations and health insurance is on file with the Department of Nursing. It is the students' responsibility to obtain the verification form from Counseling and Health Services. Students are responsible to ensure immunizations are up to date and that verification of immunizations is on file in the Department of Nursing office. The delay in verification of immunizations could result in an unsatisfactory practicum evaluation. Diagnostic test requirements are subject to change.

BASIC LIFE SUPPORT (BLS)

All students are required to maintain current American Heart Association BLS certification for Health Care Professionals in order to enter the practicum area and remain in practicum settings within the educational semester. If a practicum agency requires PALS/ACLS, then the student must maintain current PALS/ACLS certification. A student will not be allowed to enter the practicum area until verification of BLS is on file in the Department of Nursing office. It is the students' responsibility to ensure that verification of BLS is on file in the Department of Nursing office. The delay in verification of BLS could result in an unsatisfactory practicum evaluation.

POLICY ON INFECTIOUS DISEASES

The Department of Nursing adheres to Morehead State University's "Guidelines on Institutional Response to AIDS". Students will utilize www.cdc.gov as a resource as well as facility policies and procedures.

ASSUMPTION OF RISK

Clinical experiences (practicum, clinical rotations, supervised practice, laboratory experiences, internships, or observations) are a required component of selected academic nursing programs at Morehead State University. These experiences allow students to practice skills and techniques learned in didactic and lab courses as well as develop critical thinking skills that are important for health care providers. Clinical experiences occur in hospitals, clinics, schools, community organizations, long term care and other appropriate settings where students can interact with patients and clients. Students may have the opportunity to be placed in a different setting, but alternative site options are not always available, and changes may delay the completion of the student's degree.

Sites selected for students' clinical experiences are required to take reasonable and appropriate measures to protect students' health and safety in the clinical setting. In addition, faculty may develop course specific policies and procedures relating to student safety and prevention of exposure to disease, which will be in your syllabus. Finally, each clinical setting will have their own infection control procedures. Students will be expected to follow both the university requirements and individual clinical site requirements to decrease their risk of illness and/or injury while in the clinical setting.

Students are usually only required to wear appropriate Personal Protective Equipment (PPE) when caring for infectious patients during their clinical experiences. However, due to the nature of the current pandemic, students will also be expected to wear PPE at all times in the clinical setting, and also while in classrooms, labs, hallways, bathrooms and other spaces where social distancing is not possible. These expectations will be in place for the duration of the pandemic.

Students will receive training related to potential hazards and prevention techniques. This training at a minimum will include reviewing the video links below and may include additional program specific training in a lab setting or at a clinical site.

Students have the responsibility to report any infectious disease exposures (either from the clinical setting or from the general community setting) to their MSU clinical faculty member.

However, even with such measures, there are risks inherent to clinical experiences. Potential risks of completing clinical experiences include, but are not limited to:

- Exposure to infectious diseases through blood or other body fluids via skin, mucus membranes or parenteral contact
- Exposure to infectious diseases through droplet or air-borne transmission
- Hazardous chemical exposure
- Radiation exposure
- Environmental hazards, including slippery floors and electrical hazards
- Physical injuries, including back injuries
- Psychosocial hazards
- Offensive, inappropriate, or dangerous conduct by patients or clients, including violence, harassment, and sexual harassment

These risks can lead to serious complications, trauma, bodily injury or death.

Students should immediately report any and all of the above exposures/experiences to the Nursing Faculty.

SPECIAL NOTICE REGARDING COVID-19

COVID-19, the disease caused by the novel coronavirus, is a highly contagious disease that causes symptoms that can range from mild (or no) symptoms to severe illness and death. While no students will be assigned to provide care to patients who are known to have COVID-19, there is still the potential for exposure from persons who are unaware that they are infectious, including other students. COVID-19 can cause severe and lasting health complications, including death. Everyone is at risk of COVID-19. There is currently no vaccine to prevent COVID-19. Although anyone who contracts COVID-19 may experience severe complications, the CDC has found that individuals with certain underlying health conditions are at higher risk of developing severe complications from COVID-19. These medical conditions include chronic lung disease, asthma, conditions that cause a person to be immunocompromised, obesity, diabetes, chronic kidney disease and liver disease. COVID-19 is believed to spread primarily by coming into close contact with a person who has COVID-19 and may also spread by touching a surface or object that has the virus on it, and then touching one's mouth, nose or eyes. Participating in clinical experiences, even when wearing recommended PPE, may increase the risk of contracting COVID-19.

COVID vaccinations are required by the majority of the clinical facilities utilized by the program. Therefore, in order to complete your program requirements, you will need to:

- a. Provide documentation of COVID Vaccination(s), or
- b. Obtain a Morehead State University Medical Exemption Waiver, this will include:
 - Obtaining a statement from your health care provider verifying that they are your attending health care provider, and
 - The statement verifies that in their medical opinion the immunization would be injurious to your health.
 - Email l.white@moreheadstate.edu for further information regarding waiver forms

*Note that clinical agencies may require additional forms to be completed during your time in the program
- c. Obtain a Morehead State University Religious Exemption Waiver:
 - If you are claiming religious grounds or conscientiously held belief, you must document this by following the directive below.
 - If the request is based on an opposition to medical immunization based on religious grounds or conscientiously held beliefs, attach a written, sworn (notarized) statement setting forth your position.
 - Email l.white@moreheadstate.edu for further information regarding waiver forms.

Donning and Doffing PPE: This video demonstrates use of higher levels of PPE, including N-95 masks, isolation gowns, face shields and gloves. Since students will not be assigned to COVID-19 patients, lower levels of PPE are likely to be required in most situations (hand hygiene, surgical masks, and/or face shields), but students should know how to don and doff higher level PPE.

- Videos: [Donning and Doffing PPE](#)

Additional Information about COVID-19 and protecting yourself:

Donning and Doffing PPE: This video demonstrates use of higher levels of PPE, including N-95

masks, isolation gowns, face shields and gloves. Since students will not be assigned to COVID-19 patients, lower levels of PPE are likely to be required in most situations (hand hygiene, surgical masks, and/or face shields), but students should know how to don and doff higher level PPE.

- Videos: [Donning and Doffing PPE](#)

Additional Information about COVID-19 and protecting yourself:

- Symptoms of Coronavirus: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- How to Protect Yourself & Others: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>
- What to Do if You are Sick: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>
- Infection Control Guidance for Healthcare Professionals about COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control.html>

COVID-19 RISK ACKNOWLEDGEMENT

Please initial each statement and sign below.

____ I am at least 18 years of age.

____ I understand that I may be at increased risk of exposure to infectious disease, including COVID-19, during classes, laboratory experiences and clinical experiences.

____ I have accessed and reviewed the above linked resource information and I understand how to safely put on and take off PPE to prevent infectious diseases, including COVID-19.

____ I understand and agree to use appropriate hand hygiene, social distancing and PPE to decrease my risk of exposure to infectious disease during my learning experiences.

____ I understand that I will be asked to leave the class, lab or clinical setting if I am unable or unprepared to use appropriate PPE to decrease my risk of exposure to infectious disease during my learning experiences.

____ If I become ill or if I am made aware that I have been exposed to an infectious disease, I agree to self-quarantine and contact my course faculty member/s using distance methods.

____ I accept the potential increased risk of contracting infectious disease, including COVID-19, if I choose to participate in this academic program which includes clinical experiences.

____ My participation in a clinical experience program is entirely voluntarily and I have carefully considered the attendant risks of such participation, up to and including illness or death.

____ I agree to indemnify and hold harmless Morehead State University and the clinical site to which I am assigned of any exposure, illness, disability, or sequela if an illness or injury occurs.

____ I understand that I, myself, am responsible for any and all costs and financial obligations associated with exposure, testing, and treatment for COVID-19 or any other infectious disease during a clinical experience associated with my degree program.

____ I understand that I have the right to determine that the risks of participating in clinical experiences at this time is unacceptable to me, personally.

____ I understand that I have the right to withdraw from clinical experiences, take a leave of absence, or pursue didactic coursework alone and as available.

My signature below indicates my understanding of all of the above as well as my intent to voluntarily continue in my degree program with participation in clinical experiences as required.

Student Signature

Date

Student (print name)

LIABILITY INSURANCE STATEMENT

All students in the nursing program must have current liability insurance coverage for all practicum nursing courses. A student will **not** be allowed to enter the practicum area until liability insurance has been paid. Liability insurance is renewed every August regardless of entry semester into the program.

INJURY LIABILITY

The student is responsible for coverage of health care costs associated with injury or illness during assigned practicum/laboratory/service activity experiences. Please refer to *The Eagle Student Handbook* for more information on Student Health Services.

ABSENCE STATEMENT

Practicum: Attendance in practicum and campus lab is required. If an absence is unavoidable, the student **must** personally notify the practicum instructor **prior** to the scheduled practicum or campus lab. Practicum absences in excess of 12 hours will require a mandatory meeting with the course leader and/or program coordinator to determine if progression is allowed.

PRACTICUM DRESS CODE

1. The dress code for all practicum courses will consist of a white lab coat and official name badge with student name and credential(s).
2. Closed toed shoes must be worn.
3. All clothing must be neat and clean. Clothing will comply with agency policy, which can be business casual or scrubs. No jeans.
4. Hair must be clean.
5. Natural fingernails must be clean, well-groomed and cut short (not to extend beyond the fingertip). Artificial nails, overlays, bonding, tips, wrapping, tapes or other nail enhancements are not acceptable.
6. Makeup can be used in moderation.
7. The only accepted jewelry is a plain band type ring, a watch, and one pair of small studs for pierced ears. Visual facial piercings including nose, tongue, face or other body piercings are not permitted.
8. All visible tattoos must be covered during the practicum experience.

SMOKING POLICY

Each student must follow the smoking policy of each practicum agency to which they are assigned. Violation of agency smoking policies will result in an unsatisfactory for the practicum. Any student who comes to practicum smelling like smoke will be sent home and given an unsatisfactory for the practicum. Second-hand smoke is detrimental to the patients, and it is our responsibility to protect the patients at all times. This also applies to any other smoking apparatuses.

University Smoking policy: The *Eagle Student Handbook* contains the Tobacco Policy. The policy is documented in a University Administrative Regulation 902.01 which can be found under the Student Conduct Code section of the handbook.

ACCIDENTS, INJURIES, AND/OR SERIOUS ILLNESSES

The Department of Nursing will follow the guidelines for student accidents, injuries and/or serious illness outlined in the Morehead State University Emergency Operations Plan.

PRACTICUM PLACEMENT

A variety of practicum sites can be used to meet program requirements of 600 practicum hours. The majority of practicum time should be spent in a primary care related area. Some practicum courses allow up to 60 hours of practicum time in an approved specialty area (obstetrics, pediatrics, etc.). Practicum placements must be arranged, approved, and contracted by the first day of all practicum courses. Memorandums of Agreement (MOA) represents a legal document between MSU and various facilities. MOA must be obtained prior to any practicum rotation.

COURSE SPECIFIC PRACTICUM REQUIREMENTS

During the student's enrollment in the program, the student shall have some practicum experience with a preceptor who is an APRN with the same role and population focus for which the student is preparing.

APRN preceptors must have at least one year of practicum experience in the role and population focus for which the student is preparing. Physician or physician assistant preceptors must have at least one year of practicum expertise and must practice in the same or similar population focus for which the student is preparing. Preceptors must not precept more than two students at a time.

NURG 635: Practicum I

This course requires 200 practicum hours with weekly practicum time from 10-15 hours in primary care. Specialty areas cannot be utilized during this course. Weekly assignments can be found in the learning schedule. Specific criteria including grading rubrics for assignments can be found on the course Blackboard site.

Upon completion of this course, the student will be able to:

1. Integrates knowledge from nursing, other fields and research findings into safe, effective, culturally appropriate client centered care for clients across the lifespan.
2. Perform individual and family assessments of clients across the lifespan.
3. Use clinical reasoning and informatics skills to provide concise, clear and accurate documentation of client care.
4. Incorporate clinical prevention and health promotion strategies into client care.
5. Incorporate evidence-based findings to client care activities to improve client care process and outcomes.
6. Collaborate with the interprofessional health care team to manage and coordinate care.

7. Demonstrate advanced nursing practice that utilizes clinical reasoning skills to positively influence health care outcomes.
8. Demonstrate professional behaviors that are ethical, legal, fiscally responsible, and politically informed to affect positive health care outcomes.

NURG 645: Practicum II

This course requires 200 practicum hours with weekly practicum time from 10-15 hours in primary care. Up to 60 hours of your practicum, time can be spent in a specialty area (obstetrics, pediatrics, etc.) but have to be approved by your practicum faculty. Weekly assignments can be found in the learning schedule. Specific criteria including grading rubrics for assignments can be found on the course Blackboard site.

Upon completion of this course, the student will be able to:

1. Integrate knowledge from nursing, other fields, and research findings into safe, effective, culturally appropriate client centered care for clients across the lifespan.
2. Perform individual and family assessments of clients across the lifespan.
3. Use clinical reasoning and informatics skills to provide concise, clear and accurate documentation of client care.
4. Incorporate clinical prevention and health promotion strategies into client care.
5. Incorporate evidence-based findings to client care activities to improve client care process and outcomes.
6. Collaborate with the interprofessional health care team to manage and coordinate care.
7. Demonstrate advanced nursing practice that utilizes clinical reasoning skills to positively influence health care outcomes.
8. Demonstrate professional behaviors that are ethical, legal, fiscally responsible, and politically informed to affect positive health care outcomes.

NURG 655: Practicum III

This course requires 200 practicum hours with weekly practicum time from 10-15 hours in primary care. Up to 60 hours of your practicum time can be spent in a specialty area (obstetrics, pediatrics, etc.) Weekly assignments can be found in the learning schedule. Specific criteria including grading rubrics for assignments can be found on the course Blackboard site.

Upon completion of this course, the student will be able to:

1. Integrate knowledge from nursing, other fields, and research findings into safe, effective, culturally appropriate client centered care for clients across the lifespan.
2. Perform individual and family assessments of clients across the lifespan.
3. Use clinical reasoning and informatics skills to provide concise, clear and accurate documentation of client care.
4. Incorporate clinical prevention and health promotion strategies into client care.
5. Incorporate evidence-based findings to client care activities to improve client care process and outcomes.
6. Collaborate with the interprofessional health care team to manage and coordinate care.
7. Demonstrate advanced nursing practice that utilizes clinical reasoning skills to positively influence health care outcomes.
8. Demonstrate professional behaviors that are ethical, legal, fiscally responsible, and politically informed to effect positive health care outcomes.

Degree Conferral & Honors Recognition Events

Students are recognized for special honors and acknowledgements at the end of the semester. Each undergraduate program in nursing, AASN & BSN and graduate program, MSN have special recognitions and honors for meritorious graduates. Recognition for these students, some of whom are graduating, occur at the College of Science Honors Banquet, which is usually held in late April/early May. Award recipients are contacted in advance of the award to facilitate attendance at the College of Science Honors Banquet.

The university, at the fall and spring commencement ceremonies, acknowledges student or degree conferral. Students are seated with classmates receiving the same degree conferral, associate degree, bachelor's degree, master's degree.

There are no ceremonies held in the Department of Nursing.

Meditrek

Meditrek®, a product of HSoft Corporation, is a user-friendly online education management tool that will help you to document, track, and manage your practicum 24 hours a day from anywhere. Meditrek® will help you to:

- Record and manage your practicum experiences.
- Track your time spent for practicum experiences.
- Document continuing education hours approved for practicum experiences.
- Build your personal Portfolio.
- Evaluate your preceptor and practicum site.
- Be evaluated by your faculty and preceptor.
- Provide documentation of your experience to potential employers or licensure boards.

To access your personalized Meditrek Welcome page, please follow the steps below.

1. Open the Meditrek home page in your browser: <http://edu.meditrek.com>
 - If the link is not clickable, please copy and paste it into your browser's address bar.
 - You must include the "edu" part of the address or you will not be able to sign in to Meditrek.
 - Do NOT enter "www" in the beginning of the URL.
 - Please bookmark the correct address for future reference.
2. Click the USER LOGIN link on the top right of the page. Enter your login credentials (individually provided) and click OK. Please note that passwords are case sensitive.

All preceptors must complete curriculum vitae, preceptor agreement form, weekly verification of student practicum logs, midterm and final student evaluations, as well as preceptor evaluation of practicum experience in the MEDITREK system.

The following student evaluations are provided as examples within the practicum handbook to outline student expectations. **EVALUATIONS WILL BE COMPLETED IN MEDITREK.**

EVALUATION

Students and preceptors in the DN are encouraged to provide input to the department faculty and staff regarding the overall curriculum and program. Each practicum course invites student and preceptor input through an evaluation process. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the practicum experience. Faculty will seriously consider evaluations in making modifications in the course, specific classes, and practicum experience.

MOREHEAD STATE UNIVERSITY
 FAMILY NURSE PRACTITIONER PROGRAM
 Practicum Student Evaluation Tool (Midterm and Final)

Student Name:

Preceptor Name & Credentials: Practicum Site:

Practicum Course:

Criteria	Below Expectations	Meets Expectations	Exceeds Expectations	Comments
1. Collects an accurate and comprehensive patient health history that is appropriate for the presenting issue.				
2. Completes an accurate physical exam that is appropriate for the presenting issue.				
3. Synthesizes information from the history and physical and existing diagnostic data to formulate a problem list.				
4. Effectively prioritizes the problem list and generates differentials.				
5. Presents patient information in an organized manner with appropriate information for the presenting issue.				
6. Orders appropriate diagnostic exams and accurately interprets results.				
7. Incorporates evidence-based findings into patient care.				
8. Incorporates practicum prevention and health promotion strategies into patient care.				
9. Uses effective practicum reasoning strategies to diagnose and develop a plan of care that positively influences healthcare outcomes.				
10. Safely and effectively develops a plan of care that includes pharmacological and non-pharmacological strategies as appropriate for the presenting issue.				
11. Is self-directed, motivated, punctual, and actively seeks out learning opportunities with increasing levels of independence.				

12. Provides safe patient care, accurately identifies personal limitations, and notifies preceptor of emergent patient concerns.				
13. Effectively collaborates and communicates with the interprofessional health care team in a respectful and professional manner.				
14. Effectively communicates with patients and significant others in a professional and caring manner.				
15. Maintains patient confidentiality.				
16. Effectively assesses health literacy of patients and significant others and incorporates appropriate patient education.				
17. Effectively uses technologies to document patient care, practicum learning and patient management.				
18. Overall evaluation of student's ability to meet course specific learning outcomes and progressing toward safe and effective practicum practice.				
19. Please list any additional comments.				

Student Signature _____ Date _____

Preceptor Signature _____ Date _____

**MOREHEAD STATE UNIVERSITY
FAMILY NURSE PRACTITIONER PROGRAM
FACULTY EVALUATION OF STUDENT PRACTICUM PERFORMANCE
Midterm Evaluation (100 points possible)**

Student Name: _____

Term/Semester: _____

Course (check appropriate course)

NURG 635: Practicum I; NURG 645: Practicum II; NURG 655: Practicum III

Practicum faculty are to complete the following student evaluation of practicum performance in accordance with course requirements.

Criteria	Yes=5 points	Somewhat = 2.5 points	No=0 points
1. Collects an accurate and comprehensive patient health history that is appropriate for the presenting issue.			
2. Completes an accurate physical exam that is appropriate for the presenting issue.			
3. Synthesizes information from the history and physical and existing diagnostic data to formulate a problem list.			
4. Effectively prioritizes the problem list and generates differentials.			
5. Presents patient information in an organized manner with appropriate information for the presenting issue.			
6. Orders appropriate diagnostic exams and accurately interprets results.			
7. Incorporates evidence-based findings into patient care.			
8. Incorporates practicum prevention and health promotion strategies into patient care.			
9. Uses effective practicum reasoning strategies to diagnose and develop a plan of care that positively influences health care outcomes.			
10. Safely and effectively develops a plan of care that includes pharmacological and non-pharmacological strategies as appropriate for the presenting issue.			
11. Is self-directed, motivated, punctual and actively seeks out learning opportunities with increasing levels of independence.			

12. Provides safe patient care, accurately identifies personal limitations and notifies preceptor of emergent patient concerns.			
13. Effectively collaborates and communicates with the interprofessional health care team in a respectful and professional manner.			
14. Effectively communicates with patients and significant others in a professional and caring manner.			
15. Maintains patient confidentiality.			
16. Effectively assesses health literacy of patients and significant others and incorporates appropriate patient education.			
17. Effectively uses technologies to document patient care, practicum learning and patient management.			
18. Effectively communicates with the assigned course faculty on a regular and as needed basis regarding any issues related to the practicum experience.			
19. Identifies weak areas of knowledge/skills related to patient care activities and actively seeks to improve needed knowledge/skills.			
20. Overall evaluation of student's ability to meet course specific learning outcomes and progressing toward safe and effective practicum practice.			
Overall Score			

Practicum Faculty Name/Signature _____ Date _____

Student Signature _____ Date _____

**MOREHEAD STATE UNIVERSITY
 FAMILY NURSE PRACTITIONER PROGRAM
 FACULTY EVALUATION OF STUDENT PRACTICUM PERFORMANCE
 Final Evaluation (100 points possible)**

Student Name: _____

Term/Semester: _____

Course (check appropriate course)

NURG 635: Practicum I; NURG 645: Practicum II; NURG 655: Practicum III

Practicum faculty are to complete the following student evaluation of practicum performance in accordance with course requirements.

Criteria	Yes=10 points	Somewhat = 5 points	No=0 points
1. Collects an accurate and comprehensive patient health history that is appropriate for the presenting issue.			
2. Completes an accurate physical exam that is appropriate for the presenting issue.			
3. Synthesizes information from the history and physical and existing diagnostic data to formulate a problem list.			
4. Effectively prioritizes the problem list and generates differentials.			
5. Presents patient information in an organized manner with appropriate information for the presenting issue.			
6. Orders appropriate diagnostic exams and accurately interprets results.			
7. Incorporates evidence-based findings into patient care.			
8. Incorporates practicum prevention and health promotion strategies into patient care.			
9. Uses effective practicum reasoning strategies to diagnose and develop a plan of care that positively influences health care outcomes.			
10. Safely and effectively develops a plan of care that includes pharmacological and non-pharmacological strategies as appropriate for the presenting issue.			
11. Is self-directed, motivated, punctual, and actively seeks out learning opportunities with increasing levels of independence.			

12. Provides safe patient care, accurately identifies personal limitations and notifies preceptor of emergent patient concerns.			
13. Effectively collaborates and communicates with the interprofessional health care team in a respectful and professional manner.			
14. Effectively communicates with patients and significant others in a professional and caring manner.			
15. Maintains patient confidentiality.			
16. Effectively assesses health literacy of patients and significant others and incorporates appropriate patient education.			
17. Effectively uses technologies to document patient care, practicum learning and patient management.			
18. Effectively communicates with the assigned course faculty on a regular and as needed basis regarding any issues related to the practicum experience.			
19. Identifies weak areas of knowledge/skills related to patient care activities and actively seeks to improve needed knowledge/skills.			
20. Overall evaluation of student's ability to meet course specific learning outcomes and progressing toward safe and effective practicum practice.			
Overall Score			

Practicum Faculty Name/Signature _____ Date _____

Student Signature _____ Date _____

**MOREHEAD STATE UNIVERSITY
FAMILY NURSE PRACTITIONER PROGRAM
PRECEPTOR EVALUATION OF PRECEPTORSHIP EXPERIENCE**

Preceptor Name and Credentials list name and credentials

Agency Name list agency name

Term/Semester list term/semester

Course (check appropriate course)

- NURG 635: Practicum I
- NURG 645: Practicum II
- NURG 655: Practicum III

Please rate each item below by circling/shading in the appropriate response. Please return to course faculty at the conclusion of the practicum experience. Thank you in advance for your feedback.

Criteria	Strongly Disagree	Disagree	Agree	Strongly Agree
1. The review of the MSN FNP Practicum Handbook provided useful information that helped me to clearly understand my role as preceptor.	1	2	3	4
2. Course outcomes are current and reflect practicum practice.	1	2	3	4
3. Student evaluation forms were clear and easy to use/understand.	1	2	3	4
4. There was open and ongoing communication with MSU FNP faculty throughout the practicum.	1	2	3	4
5. I have had a positive experience as a preceptor overall.	1	2	3	4

Comments:

Preceptor Name list preceptor name

As preceptor, I concur to the accuracy of the information contained within this form.

Preceptor Signature _____ Date _____

**MOREHEAD STATE UNIVERSITY
FAMILY NURSE PRACTITIONER PROGRAM
STUDENT EVALUATION OF PRACTICUM SITE**

Preceptor Name and Credentials list name and credentials

Agency Name list agency name

Term/Semester list term/semester

Course (check appropriate course)

NURG 635: Practicum I; NURG 645: Practicum II; NURG 655: Practicum III

Please rate each item below by circling/shading in the appropriate response. Please return to course faculty at the conclusion of the practicum experience. Thank you in advance for your feedback.

Criteria The preceptor.....	Strongly Disagree	Disagree	Agree	Strongly Agree
1. There was an adequate number of patients, with ages/concerns, that was appropriate for the course.	1	2	3	4
2. There was adequate time and space to see patients.	1	2	3	4
3. Student has access to the electronic health record.	1	2	3	4
4. Support staff was helpful and supportive of student learning activities.	1	2	3	4
5. Opportunity for patient follow up was available for the student.	1	2	3	4
6. Patient educational materials were available for use.	1	2	3	4
7. Quality patient care was practiced at the practicum site.	1	2	3	4
8. I would recommend this practicum site for future practicum rotations.	1	2	3	4
Comments:				

Student Name list student name

As a practicum student, I concur to the accuracy of the information contained within this form.

Student Signature _____ Date _____

**MOREHEAD STATE UNIVERSITY
FAMILY NURSE PRACTITIONER PROGRAM
STUDENT EVALUATION OF PRECEPTOR**

Preceptor Name and Credentials list name and credentials

Agency Name list agency name

Term/Semester list term/semester

Course (check appropriate course)

NURG 635: Practicum I; NURG 645: Practicum II; NURG 655: Practicum III

Please rate each item below by circling/shading in the appropriate response. Please return to course faculty at the conclusion of the practicum experience. Thank you in advance for your feedback.

Criteria The preceptor.....	Strongly Disagree	Disagree	Agree	Strongly Agree
1. Is available to the student and is supportive of student learning.	1	2	3	4
2. Serves as a positive role model.	1	2	3	4
3. Has realistic expectations of student performance based on student's level in the FNP Program.	1	2	3	4
4. Provides timely and appropriate feedback to student regarding performance.	1	2	3	4
5. Demonstrates safe and effective patient care that is evidence based.	1	2	3	4
6. Reviews student documentation of patient care activities and provides constructive feedback.	1	2	3	4
7. Demonstrates good patient rapport.	1	2	3	4
8. Facilitates the student in developing practicum reasoning skills that are increasingly independent.	1	2	3	4
9. I would recommend this preceptor for future practicum rotations.	1	2	3	4
Comments:				

Student Name list student name

As a practicum student, I concur to the accuracy of the information contained within this form.

Student Signature _____ Date _____

**MOREHEAD STATE UNIVERSITY
FAMILY NURSE PRACTITIONER PROGRAM
Minimum Practicum Encounter Requirements**

Minimum practicum encounter requirements are in place to ensure students receive a balanced practicum experience that covers the spectrum of primary care. An encounter refers to one client. If a client has multiple co-morbidities, one patient encounter can be counted in a maximum of two areas. The following table outlines minimum encounter requirements that include but are not limited to the listed management areas.

Management Area	Minimum #	Examples
HEENT	20	Otitis media, otitis externa, sinusitis, pharyngitis, conjunctivitis, foreign body removal from eye/ear, rhinitis
Skin, hair, nails	10	Acne, eczema/atopic dermatitis, contact dermatitis, actinic keratosis, tinea, candidiasis, abscess, cellulitis
Respiratory	20	Asthma, COPD, pneumonia, interstitial lung disease
Cardiovascular	20	Hypertension, hyperlipidemia, congestive heart failure, coronary artery disease, chest pain, valve disease, peripheral vascular disease, deep vein thrombosis
OB/GYN	10	PAP smears, pelvic exam, breast exam/concerns, STD in women, contraception, obstetric care, intrapartum care, postpartum care
Gastrointestinal	20	Abdominal pain, hepatitis, ulcer, GERD, appendicitis, pancreatitis, biliary disorder, abdominal pain, gastroenteritis, Chron's, inflammatory bowel disease, celiac disease, hemorrhoids
Genitourinary	10	Prostate exams/issues, urinary tract infection, BPH, nephrolithiasis, pyelonephritis, STD in men, balanitis
Musculoskeletal	10	Extremity/joint injury, arthritis, joint pain, low back pain, gout
Neurological	10	Headache, vertigo, CVA/TIA, head trauma, sensory issues, movement disorders
Psychological	10	Anxiety, depression, bipolar disorder, schizophrenia, substance abuse, crisis management, insomnia
Endocrine	10	Diabetes, metabolic syndrome, thyroid disorders, parathyroid disorders, hypothalamus disorders, pituitary disorders
Well Pediatrics (<18 yrs)	10	Well baby/child visit, sports physical

600 practicum hours is required for the program (200 for each practicum course).

NURG 635: Practicum I-200 hours in primary care. Specialty areas cannot be utilized.

NURG 645: Practicum II-200 hours. Up to 60 hours of approved specialty areas can be completed.

NURG 655: Practicum III-200 hours. Up to 60 hours of approved specialty areas can be completed.

Helpful People Resources

Regional Academic Counseling Coordinator

Lorrina White
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Director of Distance Education in
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ma.walters@moreheadstate.edu

If you need help with.....

Camden-Carroll Library
150 Battson-Oats Drive
Morehead, KY 40351
606-783-2200

Information Technology Open M-F 08:00-4:30
111 Ginger Hall
606-783-4357
ithelpdesk@moreheadstate.edu
Use for password issues or WebAdvisor Problems

The Office of Distance Education & Instructional Design (DEID) Help Desk (Blackboard)
606-783-2140
8 am-4:30 pm EST Monday-Friday
msuonline@moreheadstate.edu

MSU A to Z
(Alphabetized list of resources at MSU)
<http://www.moreheadstate.edu/atoz>

MSU Employee Directory
(Can search by name or department)
<https://secureweb.moreheadstate.edu/directory/>