

**Department of Nursing**  
**Orange County Community College**

**PRE-NURSING ORIENTATION**



This power point presentation is an overview of the Associate Degree Nursing Program offered at SUNY Orange Middletown and Newburgh Campuses and highlights important policies and procedures as outlined in our Document of Nursing Student Policy

This program of study must be completed along with the post test. After completion of the power point you will receive a certificate which is to be provided to the Admission Department .

# WELCOME

Completion of this online nursing department orientation is a part of the eligibility requirements that must be completed prior to submitting a Nursing Program application at SUNY Orange.

# Program Description

- The Associate in Applied Science (AAS) degree program in nursing prepares students to become registered professional nurses.
- It provides for the development of those competencies expected of registered nurses in general nursing practice at the technical level.
- Emphasis is on direct client care within a career in nursing.

# Program Description

- Through study in humanities, biological and social sciences and the experience of academic life, the student gains an understanding of the value of the individual and his/her contribution to society.
- This curriculum combines general education courses and nursing courses with laboratory and clinical experiences, during which students have the opportunity to care for clients in a variety of healthcare settings.

# Program Description

- Students gain clinical experiences in long-term care, medical- surgical, maternal/child, mental health and complex health conditions in nursing.
- A variety of teaching methods are employed to integrate the classroom with the clinical experience.

# Program Description

- Graduates of the program will have the necessary theoretical background and technical skills for an entry level nursing position.
- They will value the pursuit of lifelong learning.
- Graduates of the program are eligible to take the National Council Licensure Examination (NCLEX) for Registered Professional Nurse (RN) and will demonstrate the ability to pass the examination at a rate equal to or exceeding the mean for New York State.

# Program Student Learning Outcomes

Graduate will:

- Utilize the nursing process reflecting sound nursing judgment and critical thinking skills to resolve clinical and professional problems.
- Demonstrate effective use of interpersonal skills and informatics to ensure effective communication with patient families and the members of the health care team
- Apply evidence based standards of nursing practice to provide safe quality care to a diverse population across multitude of settings.
- Demonstrate responsibility and accountability for self-growth with a commitment to the profession, exhibiting a spirit of inquiry and a passion for excellence.



# PROGRAM OUTCOMES

1. The NCLEX passing rate will exceed or be equal to the mean for New York State and the Nation.
2. Program completion rate will be 70% within 3 years of the date of admission into the nursing program.
3. At least 90% of the graduates responding to the graduate survey will report satisfaction with the nursing program.
4. At least 90% of the alumni responding to the alumni survey will value lifelong learning as evidenced by their stated intention to be enrolled in a BSN program.
5. At least 90% of the alumni responding to the alumni survey will be employed in nursing 9-12 months after graduation.
6. At least 90% of the employers responding to the employer survey distributed within one year after graduation will indicate satisfaction with graduate performance.

# Academic Requirements

- High school diploma or GED
- Eligible to take Freshman English I (ENG 101)
- Eligible to take intermediate Algebra (MAT 102) or have completed Elementary Algebra (MAT101) or equivalent with a 2.0 or higher.
- Chemistry- HS within 10 years of Health Professions Application if no HS Chemistry then Chem.120 or any Chem. including CLEP. If CLEP, credit will not be received for CLEP but will count toward the fulfillment of Chemistry requirement
- Eligible to take Anatomy and Physiology I (BIO 111)- may be met by successful completion of one of the following:  
Intro to Biology (BIO 110), with a 2.0 (C) or higher;  
or High School AP Biology (score of 3,4, or 5);  
or a passing grade on the Biology CLEP examination.

\*\*Proposed changes to nursing program beginning Spring 2016. Elimination of PES courses and social science elective. One of the remaining two elective courses must fulfill the liberal arts requirement.

# Document of Nursing Student Policy

(Also known as the Pink Policy Book)

- You are responsible for the information in this presentation.
- By completing and signing the certificate you understand that you are responsible for abiding by the contents.
- The certificate is valid for three years.

# Student Honor Code

- In addition to the “SUNY Orange Student Handbook” statements and policies relative to academic dishonesty, as outlined in the code of student conduct (<http://www.sunyorange.edu/studentactivities/documents/Studenthandbook2013-2014forweb.pdf>)
- The Department of Nursing recognizes the strong link between honesty in academic work and professional integrity. Any act of academic dishonesty, including but not limited to: cheating on exams, fabrication of reports or records of interactions with clients, and plagiarism is considered incompatible with ethical standards of nursing practice.
- **Students who engage in scholastic dishonesty will receive a zero in test/quiz or an unsatisfactory in any other evaluative tool. This may result in dismissal or failure of a nursing course.**

# Student Honor Code

- In addition, if the integrity of an examination is ever in question, the faculty reserve the right to eliminate the examination in question and retesting of any or all student(s) can occur.

Examples of academic dishonesty include, but or not limited to:

Using prohibited study aids (assessing text book test bank which are a faculty resource from illegal website sources or improperly obtaining a copy of a text/quiz). Sharing test/quiz content from another student verbally or n writing, recording in any form any part of a question or other assessment of learning for purposes of sharing such information with current or future students, giving or receiving unauthorized aid on test/quizzes/ care plans, abetting another student by allowing them to copy your answers or submit your work as their own.

# Student Honor Code

- At the college level, there is not excuse and no tolerance for plagiarism. Students at the college level are expected to know and demonstrate skills in paraphrasing, documentation, and academic research sufficient to practice academic honest and to avoid plagiarism in any form. According to Jane E. Aaron's The Little Brown Compact Handbook (2<sup>nd</sup> ed., New York: HarperCollins, 1995.217), "Plagiarism...is the presentation of someone else's ideas or words as your own.

Examples of Plagiarism include, but are not limited to:

Deliberate plagiarism:

- Copying a phrase, a sentence, or a longer passage from a source and passing it off as your own by omitting quotation marks and a source citation

# Student Honor Code

- Deliberate plagiarism: (cont'd)
  - Summarizing or paraphrasing someone else's ideas without acknowledging your debt in a source citation.
  - Handing in as your own work a paper you have bought, had a friend write or copied from another student.
- Accidental plagiarism:
  - Forgetting to place quotation marks around another writer's words
  - Omitting a source citation for another's ideas because you are unaware of the need to acknowledge the idea
  - Careless copying a source when you mean to paraphrase. (Aaron 17)

## Student Honor Code (cont'd)

Plagiarism can involve incidents as blatant as downloading a paper in whole or in part off the Internet, turning in a paper a friend wrote or having someone else edit and revise your paper, and as incidental as forgetting quotation marks around word or phrases copied from a source.

Therefore, as a student in the SUNY Orange Nursing Program,

- You agree to abide by the ANA Code of Ethics, HIPAA Privacy Rules and College and Nursing Department's standards regarding academic and professional integrity.
- You agree to demonstrate professional behavior at all times. This includes demonstrating civility and respect for faculty, staff, peers and self on and off campus. This includes all forms of social media such as Facebook, Twitter and YouTube.
- You recognize the strong link between honesty in academic work and professional integrity. You further understand that acts of academic dishonesty and/or unprofessional behavior may jeopardize your enrollment in the SUNY Orange Nursing Program.
- You pledge to abstain from dishonest, deceitful, or fraudulent academic conduct and to report suspected observations or knowledge of such conduct to faculty.
- You understand that failure to follow these guidelines and/or noncompliance with the policies and procedures of the Nursing Program or affiliating agencies can result in immediate removal from the clinical site or dismissal from the Program.



# INTRODUCTION

- This power point **Presentation** highlights the policies and regulations specific to the nursing program and supplements the general college policies for students. They strengthen the nursing program's goal to educate nurses who are knowledgeable and responsible in nursing practice.
- The nursing faculty developed this power point to fulfill several other purposes. It designates the policies and defines specific regulations governing students in the nursing program; helps assure that students will receive consistent and uniform consideration throughout the program; and serves as a guideline for nursing students.
- These policies and regulations also are in accordance with several other principles, codes and laws which nurses and nursing students must comply. Unsafe, unethical, or disruptive behavior in the classroom or clinical setting is not only socially unacceptable, but it is not professionally permitted. Refer to your SUNY Orange Student Handbook.
- All students will be expected to indicate by completion of this power point and submission of certificate to admissions of their intent to abide by the policies as set forth. Each student will receive a hard copy of the nursing student policies upon acceptance into the program.

# Vision Statement

Orange County Community College will be the leader in nursing education. We will prepare our graduate nurses to meet the challenges of health promotion and disease prevention in the 21<sup>st</sup> century, through the use of evidence-based practice, demonstrating effective teaching strategies, modeling professional behavior and expressions of caring. In response to an ever-changing healthcare system, our graduate nurses will embrace the interrelationship between ethnicity, race, and health; advance the newest technological applications in healthcare; appreciate the rewards of continuing education and seek the teaching and learning opportunities inherent in all contacts with clients, families, and communities.

# Mission Statement

- “The mission of the SUNY Orange Nursing Department is to facilitate a creative, innovative and supportive community for teaching and learning that values caring, healing, holism, integrity, excellence and diversity. The faculty instills in nurses a spirit of inquiry that propels them to life-long learning and energizes them to remain contemporary in their practice. The nursing faculty facilitates learning and fosters the development of sound nursing judgment by advocating for quality and safety in nursing and healthcare. The nursing program prepares registered professional nurses to provide quality nursing care to individuals, families, groups, and communities with diverse healthcare needs.

# Philosophy

The nursing faculty of Orange County Community College embraces the values of human kindness, clinical expertise, openness to diverse backgrounds, and the provision of a caring presence to clients, colleagues, and student alike. The expression of these values promotes the goals of modern nursing:

- *Human Flourishing*, that allows for continuing growth of clients, students, self and the entire Orange County Community.
- Application of sound *Nursing Judgment*, based on quality-and safety driven care.
- Ongoing development of *Professional Identity*, guided by current evidence-based practice and providing *impetus* for our students to seek higher degrees.
- Instilling a *Spirit of Inquiry* in students by allowing opportunities for exploratory thought through the utilization of critical thinking, analysis of clinical experiences, and use of educational technologies.

## Philosophy (cont'd)

We at Orange County Community College nursing department, consider people to be bio-psycho-social-spiritual beings whose basic human needs must be met across the lifespan as they strive towards self-actualization. People constantly influence, and are influenced by, their environment as they move towards optimal levels of physiological and psychosocial health. The faculty at Orange County Community College believes that striving towards the highest levels of health and well-being is consistent with the concept of Human Flourishing. Through the application of Maslow's Basic Human Needs Theory, Erikson's Stages of Development, and the Health-Illness continuum, students learn to assist people in attaining these aspects of flourishing.

The nursing process provides a scientific problem-solving methods that the student uses to develop nursing judgment and demonstrate a spirit of inquiry. Adoption of the National League for Nursing Core Components and competencies provides guidelines for the development of personal identity with in the discipline of nursing.

## Philosophy (cont'd)

The philosophy of the associate degree nursing program supports, and is congruent with, the values and beliefs of Orange County Community College:

- Mutual respect, commitment to the highest standards of excellence; and integrity in the rigorous and honest pursuit of academic inquiry.

To accomplish the mission of the college, the nursing faculty provides five sequential course, a pharmacology course, elective support courses and non-nursing requisites that help develop a deeper understanding based on arts, sciences, and humanities.

# American Nurses Association Code of Ethics for Nurses

## Provision

1. The nurse practices with compassion and respect for the inherent dignity, worth, and unique attributes of every person.
2. The nurse's primary commitment is to the patient, whether an individual, family, group, community or population.
3. The nurse promotes, advocates for, and protects the rights, health, and safety of the patient.
4. The nurse has authority, accountability, and responsibility for nursing practice; makes decisions; and takes action consistent with the obligation to promote health and to provide optimal care.
5. The nurse owes the same duties to self as to others, including responsibility to promote health and safety, preserve wholeness of character and integrity, maintain competence, and continue personal professional growth.

# American Nurses Association Code of Ethics for Nurses

## Provision

6. The nurse, through individual and collective effort, establishes, maintains, and improves the ethical environment of the work setting and conditions of employment of the work setting and conditions of employment that are conducive to safe, quality health care.
7. The nurse, in all roles and settings, advances the profession through research and scholarly inquiry, professional standards development, and the generation of both nursing and health policy.
8. The nurse collaborates with other health professionals and the public to protect human rights, promote health diplomacy, and reduce health disparities.
9. The profession of nursing, collectively through its professional organizations, must articulate nursing values, maintain the integrity of the profession, and integrate principles of social justice into nursing and health policy.

Code of Ethics for nurses 2015



# Code of Ethics

- The Code of Ethics of the American Nurses' Association is used as the standard for ethical practice and is used to assure that patients will be protected in accordance with the New York State's Nurse Practice Act.
- The Code of Ethics is based on a body of moral and ethical principles. These principles have been translated into statements of standards which will guide the nursing students' integrity and their conduct while engaged in learning within the nursing program and later as a nurse in practice.
- Conduct violating these statements will constitute reason for departmental warning or for departmental withdrawal from the nursing program.
- **ETHICS which assure the exclusion of substance abuse, and/ or the use, possession, distribution of illicit drugs**

# Standards for the Nursing Program at SUNY Orange

In order to successfully complete program objectives, students must possess sufficient:

- **Visual Acuity** to accurately administer medications and for critical observation of the client.

Near clarity of vision at 20 inches or less corrected

Far Clarity of vision at 20 feet or more corrected

- **Auditory perception-** to receive verbal communication from clients and members of the health care team at normal conversational tone. To assess physiologic condition of the clients through the use of assessment equipment i.e. monitors, stethoscopes, doptone.
- **Ability to smell odors.**

# Standards for the Nursing Program at SUNY Orange

- **Have fine and gross motor skills** to assess a client's pulse. Preparing to give an injection.
- **Gross motor skills** to move freely while observing and performing client care.
- **Ability to lift at least 30 lbs.** in order to reposition and transfer clients safely
- **Physical health** to maintain wellness at a level to promote functioning at maximum capacity that avoids placing clients and other health care workers at risk.
- **Ability to communicate:** Speak, read, and write clearly to communicate with members of the health care team.
- **Intellectual functioning, cognitive ability, and emotional capacity** to provide and care for individuals.
- **Psychological Stability** Faculty have the right to remove a student that does not perform at the required level of conduct in the clinical portions of the program.

# Standards for Clinical Experience

- Students must not be on clinical unit without instructor.
- Students must have their own transportation
- Students must abide by all policies of the facilities
- Students must not leave clinical site without instructor's permission.
- Personal cleanliness is essential,
- Chewing gum is not permitted
- Smoking anywhere on property or smelling of smoke is not permitted.
- Failure to notify instructor of tardiness is considered unprofessional.

# Overall Uniform Policies

- Uniforms must be washed cleaned and pressed each clinical day.
- White shoes, including shoe laces, should be clean and have white soles; no open backs, open toes or clogs.
- Hair must be neat, clean, controlled, and off collar; use simple hair accessories to hold hair. Conservative hair color and make-up
- .
- Nails are to be fingertip length and clean. No nail polish may be worn, including clear color. No artificial nails/wraps, gels or tips are permitted.

# Overall Uniform Policies

- Purses may not be brought into the clinical area.
- Beards and mustaches must be neatly trimmed. If no established beard or mustache, face must be cleanly shaved.
- Uniforms are not to be worn on college campus, except for the clinical simulation day on campus.
- If not properly attired, the student may be sent off the clinical unit
- NO VISIBLE TATTOOS or FACIAL PIERCING during clinical classes or when in the campus laboratory/skill setting.

# Female Attire

- Jewelry: only plain post earrings with a diameter no larger than shown here ●  
And only one earring per lobe; plain wedding bands without stones may be worn. No other jewelry is permitted including any body piercing jewelry.
- Uniform (skirt) must be at least two inches below the knee.
- Caribbean blue tailored dress slacks.
- White top with SUNY Orange emblem on left sleeve to be worn in the clinical units (must be fully zipped). If a shirt is worn under the white top, it must be clean white and short or not longer than  $\frac{3}{4}$  length sleeve.
- Plain white stockings or white socks with pants.
- White leather shoes (no Nylon or canvas shoes), including shoes laces, should be clean and have white soles; no open backs, open toes, clogs or crocs are to be worn to protect students from slip and falls, and other injury to feet in clinical.

# Male Attire

- Jewelry: only plain post earrings with a diameter no larger than shown on previous page. Only one earring per ear lobe; plain wedding bands without stones may be worn. No other jewelry is permitted including any visible body piercing jewelry.
- White top with SUNY Orange emblem on left sleeve is to be worn in the clinical units, (must be fully zipped). If a shirt is worn under the white top, it must be clean white and short or no longer than  $\frac{3}{4}$  length sleeve.
- Caribbean blue pressed uniform slacks worn with white socks.
- White leather shoes (no nylon or canvas shoes).



## Articles needed for clinical practice for all semesters

- Wrist watch with second hand and narrow band (wide band not acceptable)
- Stethoscope
- Small note book
- Red and Black Pens (no blue pens)
- Pencil with eraser
- Pen light
- Surgical scissors
- College Photo Identification
- Pocket holder

# INDIVIDUAL PROGRAM PLANNING

- Planning a program of study for successful learning is important to all students. The average college credit hour load for undergraduate students is about 14 credits. Such a credit hour load requires at least 40 -50 hours per week of a learners time.

14 hours of class (if no laboratories)

28 hours of study/ homework (equates to grade of C)

\_\_\_ (Computed: 14 credit hours x 2 hours = 28 hours)

42 Minimum hours for success\* (+skill practice in college lab)

- Nursing students or students with laboratory credit hours require more hours for a similar credit hour load.

For Example:

7 hours in liberal arts and sciences

4 hours of lecture or seminar (Nursing I)

9 hours of laboratory (Nursing I)

28 hours of study/ homework (equates to a grade of C)

48 minimum hours for success\*(+skill practice in college lab)

# INDIVIDUAL PROGRAM PLANING

- Faculty advisors urge students to see them before registration to plan their semester course loads. Many students have out-of- college demands on their time; for example, employment, family responsibilities, and other stressful endeavors, problems related to learning or study habits, etc. Planning a course load which is realistic and balances college-going and outside commitments are important to success in college. For some, planning might mean carrying a credit hour load of 10-12 or even less credit hours in order to be successful.

## \*SKILL Development

- Faculty encourage students to devote enough time in the skills laboratory to ensure successful skill performance in the college laboratory and clinical selling. Psychomotor development is vital

# PROGRESSION POLICY

## Sequence of Courses

- To qualify for enrollment in:
  - NUR 101\* Nursing 1: Fundamentals
    - \*\*\*Pre/Corequisites: BIO 111- Anatomy and Physiology 1++  
MLT 106 Microbiology
  - NUR 102\* Nursing II: Fundamentals
    - Prerequisites: NUR 101\*  
BIO 111 - Anatomy and Physiology I ++  
MLT 106 Microbiology
  - \*\*\*Corequisite: BIO 112 Anatomy And Physiology II ++

The following first level courses must be completed prior to enrollment in NUR 201\* Nursing III: Caring for the Growing Family or the sophomore level nursing courses:

Nursing I and II, NUR 101\* and NUR 102\*  
Freshman English I and II, ENG 101 and ENG 102  
Anatomy and physiology I and II, Bio 111 and BIO 112  
Microbiology, MLT 106

# PROGRESSION POLICY

## Sequence of Courses

- **NUR 201\*** Nursing III: Caring for the growing Family  
Prerequisites: NUR 102\* and courses listed above  
\*\*\* Corequisites: PSY 101 General Psych I  
NUR 205 Pharmacology & The Human Body
  - **NUR 202\*** Nursing IV: Physical and Mental Illness  
Prerequisites: NUR 201\*  
PSY 101 General Psych I
  - **NUR 203\*** Nursing V: Transition to Practice  
Prerequisite: NUR 202\*
- ++ A minimum grade of C is required in all lab science courses.**
- \*\*\* You may not withdraw from a corequisite and remain in the nursing course. If you withdraw from a corequisite, you must also withdraw from the nursing course.**

## **NOTE:**

Students transferring courses from other colleges or applying prior SUNY Orange course work to the degree of nursing need to be aware that all science courses must be within 5 years of program entrance and General Psych I (PSY 101) within 10 years of program entrance.

In general, no more than 30 semester hours of credit are acceptable from another college and credits more than ten years old (except those stated above) will be evaluated by the college registrar on an individual basis.

## Progression and Graduation

- **Students must earn a grade of “C” (75%) or higher** in each nursing course to progress or to graduate from the nursing program. Students are strongly advised to maintain a GPA of 2.75 or higher upon graduation in order to continue their education into a BSN program.
- An AS/AAS degree in nursing is required for certification to take the National Council Licensure Examination (NCLEX) for Registered Professional Nurse (RN).
- **BLS is required for NUR 101.** Students must present documentation of completion of the skill during the first week of the semester in order to attend clinical classes and care for clients. The documentation must include infants, children and adults. The required course is **American Heart Association Basic Life support (BLS)for Healthcare Providers, Infants and adults.**  
*(The CPR course provided by the American Red Cross is not acceptable)*
- **BLS must remain valid throughout Nur. 101 --Nursing V: NUR 203**

## Course Progression

- Physical Examination: All students are required to meet New York State Hospital Code requirements and agency requirements prior to admission to clinical sites.

**All students must have:**

Annual physical, Annual seasonal Flu Vaccine by Oct 1<sup>st</sup> of each year.

2 Step Mantoux test, for the first year and single Mantoux each year thereafter.

Titers for Measles, Mumps and Rubella.(Regardless of age or previous immunization history.)

Proof of Hepatitis B Vaccine or signed declination of the Hepatitis B vaccine

Submit a negative urine drug screen as part of initial admission or readmission physical

Random alcohol/drug testing may be required during enrollment in the nursing program.

(A students who refuses to submit to the alcohol and drug test or one who tests positive for the presence of alcohol, any illegal drug(s), or unauthorized controlled substance(s) will not be admitted into the nursing program.

**Physicals submitted late will be subject to a late fee. Submission dates are determined by the Campus Wellness Center.**



## Progression

- All students who have a change in their health status, including the condition of pregnancy after the submission of their physical must inform their lead instructor and the Department Chairperson. The student must submit medical clearance at the beginning of each clinical rotation stating no clinical restrictions.

- **Criminal Background Policy**

An individual who has charges pending or has been convicted of a felony or misdemeanor and/or has been found guilty of professional misconduct or negligence may not be eligible to be licensed as a Registered Nurse. These matters may be discussed before applying for admission to the nursing program at the Office of Professional Discipline, New York State Education Department. Students seeking admission to the nursing program whom have been convicted of a felony or misdemeanor will be subject to the SUNY Orange-Health Professions Division: Criminal Background Check Policy.

All students must undergo a criminal background check prior to admission.

## Clinical Facility Requirements

- Clinical facilities have a responsibility to ensure that caregivers are “fit for duty” and provide the highest quality healthcare possible. We must adhere to all of the clinical facilities policy and procedures, accreditation requirements, and NYS Department Health and HIPAA regulations. Students who are dismissed from one facility will not be assigned to any other clinical facility for that semester and will be unable to continue in the program.
- A student will not graduate from a program in the Health Professions without passing all clinical courses.
- The program must be completed in no more than 3 consecutive years of enrollment in the first nursing course. Additionally, only one Nursing Course may be repeated one time.

## **Evening Part-Time Nursing Program**

- The evening program is only for part-time students taking 11.5 credit hours or less. It is strongly recommended that all General Education courses be completed before admission to NUR 101. You may move to a day schedule during subsequent semesters if there is seat availability and with the permission of the Department Chairperson

## **Readmission to Nursing Courses**

- If you are no longer enrolled in nursing courses an official change in curriculum must be completed to either Liberal Art, Math & Science (220N) or to another eligible curriculum.
- Please check with the admissions office concerning current procedures for readmission if you wish to return to Nur 101. Readmission to Nur: 102, 201 202, or 203 students are readmitted based on admission criteria in effect at the time of the request. You must inform the nursing Chairperson of your intention to return to the nursing program in writing.
- Readmission to the nursing program is never guaranteed.

## **Repeat Policy**

If accepted for re-admission, Nursing courses may only be repeated one time (NUR 101, NUR 102, NUR 201, NUR 202, & NUR 203). Refer to college catalog for policy statement. Repeating a required clinical nursing course is taking a course after having received an A, B, C, F, W, IW, MW, or a Z grade. Only one nursing course may be repeated

## **Student Withdrawal from Nursing Course**

Nursing Faculty follow the college policy for withdrawal. Students are to discuss Withdrawal and Instructor Withdrawal Policies with their lead instructor and to follow deadlines for withdrawals as presented in the college catalog.

When a student withdraws from a clinical nursing course, they must also withdraw from all elective nursing courses that are designated, as requiring concurrent / corequisite enrollment.

## **Rights and Responsibilities**

Students can communicate their complaints and concerns as outlined in the SUNY Orange Student Handbook and the student grievance procedure outlined in the SUNY Orange Catalog. Students may also use the option of contacting the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA, 30326 (404) 975-5000

## **Professional Integrity**

Students must conduct themselves in a professional manner as to reflect favorably upon themselves and the program they represent. Students are expected to assume responsibility for their actions and will be held accountable for them. If at any time a student behaves in a manner which is inappropriate, unprofessional, disrespectful, argumentative, or endangers the health or safety of fellow students, instructors, clients and the health care team, they will be disciplined for unprofessional conduct. Unprofessional behaviors which put any other individual in jeopardy of harm may result in immediate course dismissal.

# Academic Honesty

## CELL PHONE USAGE POLICY:

- Use of cellular phones or any other electronic communication device for any purpose during class or exam sessions is prohibited, unless expressly permitted by the instructor. The only exception is for students with a documented accommodation.
1. Students may not have any electronic devices on their person during tests or quizzes.
  2. Students are to remove hats and heavy outerwear during tests or quizzes.
  3. Students who leave a classroom during a test will not be permitted back into the classroom until the test is completed.

# ACADEMIC HONESTY

Academic dishonesty will not be tolerated. Per academic policies and the College's Code of Student Conduct, academic dishonesty includes but is not limited to: (a) cheating, including cybercheating; (b) fabrication; (c) facilitating academic dishonesty; (d) plagiarism, including Internet plagiarism; (e) forgery; (f) bribery; or (g) multiple submission (submitting the same assignment to more than one instructor without the permission of the instructors). In this course, the first offense **Students who engage in scholastic dishonesty will receive a zero in test/quiz or an unsatisfactory in any other evaluative tool, this may result in dismissal or failure of a nursing course.**

In addition, any instance of academic dishonesty may result in the referral to the Vice President for Student Services for appropriate disciplinary action pursuant to the College's Code of Student Conduct.

The Department of Nursing recognizes the strong link between honesty in academic work and professional integrity



## Americans with Disabilities Act (ADA)

- SUNY Orange is committed to making reasonable accommodations to assist individuals with disabilities in reaching their academic potential. If you have a disability which may impact your performance in this course and require accommodations, you must first register with the Office of Accessibility Services. Accessibility Services is responsible for coordinating classroom accommodations and other services for students with disabilities. Please note that classroom accommodations cannot be provided prior to your instructor's receipt of an Accommodations Notice, signed by the Office of Accessibility Services. You can reach the Office of Accessibility Services at the Middletown Campus at (845)341-4077 and at the Newburgh Campus at (845) 341-9034 or my email at:

[accessibilityservices@sunyorange.edu](mailto:accessibilityservices@sunyorange.edu)



# Attendance Policy

- As in all professional circumstances, unprofessional behavior such as absence and tardiness **will have** a negative effect on the final evaluation of your academic and clinical performance.
- Classroom, Laboratory, or clinical tardiness of 15 min constitutes an absence.
- Clinical objectives must be met in order to receive a satisfactory clinical evaluation. Attendance is mandatory. **Arrangement for clinical make-up is not possible.**
- Students who miss a college laboratory may ask instructor permission to attend another scheduled lab for that week. The absence is recorded but no points are deducted. A student may only do this one time. If the student is unable to attend another scheduled lab, they are **required** to make up the missed material and skills in the skills lab with faculty or staff within one week of the absence. The absence will be recorded and points will be deducted.
- In case of an unavoidable absence the student must contact the instructor and then provide a note explaining the reason. Such as bereavement, or MD note.
- **Absences in excess of 6 hours per semester for all nursing courses(NUR 101-NUR 203) are subject to a point deduction of 3 hours = 1 point off of final grade**

## Attendance Policy continued.

### Religious Observance

Students may be absent due to religious observance without penalty. You should inform your instructor, prior to your absence, when you anticipate an absence for religious observance so that you and your instructor can make arrangements for make-up examinations or other work.

*When a change in grade will result due to excessive absences, the student's attendance record will be referred to the nursing department attendance committee for review.*

*In accordance with college and department policies, a faculty member has the prerogative to lower grades or withdraw a student for absences and tardiness. See the SUNY Orange student handbook , catalog, & Nursing course syllabus*

## Grading Requirements

A minimum grade of **C (75) or above without rounding** must be obtained in NUR 101, NUR 102, NUR 201, NUR 202, NUR 205.

A grade in any nursing course will be based on knowledge and skills acquired in the classroom, clinical setting, and college laboratory.

A final clinical evaluation of satisfactory must be obtained in the following four nursing courses: NUR 101, NUR102, NUR 201, NUR 202.

Tests must be taken as scheduled. Tests missed must be made up within one week. The highest grade that can be received on a make-up test is **80**.

Standardized Nationally Normed Tests will be administered throughout the nursing curriculum. Students are required to purchase the Kaplan Nursing Product prior to the start of each Nursing Course: NUR101, 102, 201, and 202. This product is only available in the College Bookstore.

Grades in the Angel program are theory grades only and may not accurately reflect a students' final grade which takes into account attendance, lab and clinical performance.

# Grading Requirements (cont'd)

The student's final grade will be based on the following guidelines:

## Theory Performance Grade

- Quizzes (averaged out as one unit test)
- Unit Tests (primarily multiple choice questions)
- Standardized tests as determined by the faculty
- Any specific course graded assignment
- College laboratory grades
- Simulation laboratory grades
- Comprehensive final exam

Completed unit exams are never reviewed in the classroom. Exam grade will be given to students one week after the exam.

Students wishing to review an exam with their lead instructor may do so within 2 weeks of receiving their grade. No exam will be reviewed after that time. Standardized tests are nationally normed online examinations and not subject to review.

Final examinations are secure exams and not subject to review.

## Grading Requirements (cont'd)

If a student disputes the keyed answer on an exam, they must individually complete a “Student Test Item Review Form” to explain their rationale for their chosen answer.

All Student review request forms must be submitted to the instructor within the exam review period as stated previously. Each student has the availability to challenge the maximum of two exam questions per exam.

For any student receiving a grade of less than 80%, it is recommended that the student attend a tutoring session in the department’s Tutoring and Advising Center.

## Clinical Performance Grade

- Student evaluation in clinical will be described on specific clinical tools
- A satisfactory evaluation means that the student has met the critical elements of the stated clinical course objectives.
- If a student receives an instructor referral form for the skill lab the skill must be remediated before the next weeks clinical class, or the student may not return to clinical.
- Two overriding considerations will be evaluated. These include the prevention of physical jeopardy to the patient and the prevention of emotional jeopardy to the patient. If in consult with the clinical instructor and Chairperson determines the student is unsafe for clinical classes the student will not be permitted in clinical classes. If deficiencies cannot be corrected in a timely manner, the student will be requested to withdraw from the course or risk receiving a failing grade.

# Clinical Performance Grade (Cont'd)

- **CLINICAL WRITTEN NURSING ASSIGNMENTS-**

Once, in each nursing clinical course the student is required to complete a Nursing Process Assignment/Concept Mapping assignment which is a college level paper. Instructions are included in the clinical assignment packet for each nursing course. The grade received on the Nursing Process Assignment/Concept Mapping is part of the clinical performance grade and the student will have three opportunities to submit a “**satisfactory**” on this written assignment.

The completed papers are due one week from being assigned.

Late papers are graded “**Unsatisfactory**”

**Failure to submit a “satisfactory paper” by the third try will result in an unsatisfactory clinical evaluation and the student will receive a clinical failure for the course.**

# Skill Performance Evaluation

- In each semester, critical skill are identified by faculty to be evaluated. Students are to pass skills, with two retakes permitted, within the identified time frame.
- In order to be skill evaluated, the student must be able to provide photo ID. Professional behavior and appearance is expected throughout the duration of the skill evaluation process. Procedures must be completed within the time allocated. A change or cancelled appointment without approval and/or notification will be recorded as a **NO SHOW and a forfeited attempt. Missing an appointment is also a NO SHOW.**
- Students must pass skills in sequence.
- If a student does not pass the skill the first time, he/she must demonstrate remediation before the retest, such as validated practice with an instructor or technical assistant. Remediation must occur on a day separate from the retest. A student who fails a skill test can not retest on the same day. A student cannot retest the same day as remediation. If a student fails the skill test two times; a “Risk for Clinical Failure” is signed by student and skill tester. The student must remediate and then on a different day be skill tested by two different faculty. A third failure of the skill will result in a clinical failure for the course.



# Clinical Calculation Skill Examination

- All students **must** used **Dimensional Analysis** equation formula that is taught in the classroom and clinical. The formula must also be shown on all quizzes and exams. All computations must be shown on the exam booklet to receive credit for the answer.

	Passing	Retakes
Nursing I	90%	2
Nursing II	95%	2
Nursing III	100%	2
Nursing IV	100%	2

Failure to attain a passing grade by the third retake will result is a clinical failure (F) for the course.

**\*\*\*If a student fails the clinical or laboratory, or skill, or theory, or clinical calculations prior to the end of the course, the student will not be permitted to continue to attend or participate in any of the other course components.**

**Termination of student participation in course activities will be effective on the day they receive notification of the failure in one or more components.**

# Student Honor Code

- You hereby affirm your understanding and personal responsibility to uphold the Honor Code of the SUNY Orange Nursing Program as outlined in slides # 13-15. You further understand that your adherence to the Honor Code is required for continued enrollment in the Nursing Program.

Honesty and Integrity is of the utmost importance in the profession of Nursing. The SUNY Orange Nursing faculty take breeches in the Honor Code as being unacceptable and will not be tolerated in the department.

- \*\* During the first week of class you will be asked to re-read and provide your signature indicating your understanding and personal affirmation that you will abide by the SUNY Orange Honor Code.

# Proceed to Survey

- Now that you have completed this pre-admission presentation, please follow the link to take the presentation survey to obtain your certificate. The certificate is valid for three (3) years, keep it in a safe place. By submitting this survey you are attesting that you have completed the entire power point.

CLICK [HERE](#) FOR SURVEY

**\*\*After survey completion go to next slide for your certificate\*\***

**\*\* Reminder**

For Fall consideration-Health Professions Application due Feb 1

For Spring- Health Professions Application due Oct 1

Please download, sign, and print  
the following link to your  
certificate

- <http://www.sunyorange.edu/nursing/docs/Pre-AdmissionsCertificate-interactive.pdf>
- Please hand in a copy of your signed certificate to Admissions