JACKSONVILLE STATE UNIVERSITY



SCHOOL OF NURSING

Undergraduate Student Handbook

Empowering exemplary nurses to care for anyone, anytime, anywhere.

Spring 2027

JAX State School of Nursing

JAX STATE
1701 PELHAM ROAD SOUTH
JACKSONVILLE, ALABAMA 36265-1602
PHONE: (256) 782-5425
1-800-231-5291
www.JAX STATE.edu/depart/nursing/

2026

August 2026 **Number 1**

The policies and requirements of JAX State School of Nursing are constantly being reviewed and are subject to revision by the College of Health Professions and Wellness. This is necessary in the light of developing technology and changes occurring in the nursing profession. Therefore, the policies and requirements as set out in the latest catalog and Undergraduate Student Handbook of JAX State School of Nursing will be applicable to all students, regardless of what the policies were on the date of entry into JAX State School of Nursing.

Table of Contents

Background of JAX State School of Nursing 7
Accreditation Information 7
Mission Statement 8
Vision Statement 8
Goals 8
Strategic Initiatives 8
Definitions of Core Values 8
Nursing Learning Outcomes (NLO's) 10
Program Learning Outcomes (PLOs) 11
Undergraduate 11
Student Learning Outcomes (SLO's) 12
Undergraduate 12
Professional Scholars' Code 12
Standards for Professional Behavior 12
Bachelor of Science in Nursing (BSN) 17
    Traditional Undergraduate Nursing Courses (67 Semester Hours) 18
    Description of Nursing Courses - (NU) 19
    Admission to the Upper Division of Nursing for Students 22
    Retention in the Traditional Undergraduate Nursing Program 26
    Requirements for Graduation for Traditional Undergraduate Nursing Students 27
Advisement Process 28
Medical Terminology 28
Nursing Technical Standards for Students and Faculty 28
Calculation Examinations 35
Kaplan Nursing Institutionnel Program-RN 37
    Proctored Exams and Remediation Requirements 37
Grades will be rounded to the nearest whole number. 42
Deviation in Course or Clinical Sequence 42
RISE (Risk Intervention for Student Enhancement) Program Policy 43
Credit System 44
Grading System 44
Grade Point Averages 45
Academic Forgiveness and Second Chance 45
Student Grievance Procedure 45
Attendance, Student Tardiness and Absentee Policy 45
Clinical Agencies 47
Smoke-Free Environment Policy 47
Audio and Video Recording Policy 48
Calculator Policy 48
Guidelines for Professional Use of Technological Devices in Healthcare 48
Expression of Appreciation 49
Nursing Arts Laboratory Policy for Students 49
Dress Code for Clinical and Laboratory Settings 50
Student Responsibility for Medical Care 52
Blood and Body Fluid Exposure Policy 52
Health Insurance and CPR Policy 53
    Health Insurance: 54
    CPR: 54
Requirements for Basic Life Support (BLS) Certification 54
Procedure for Student Health Appraisals 55
Requirements for Measles, Mumps, and Rubella (MMR) for Students 55
Requirements for Tetanus / Diphtheria / Pertussis (Td/Tdap) 56
Requirements for Hepatitis B Vaccine 56

Requirements for Varicella (Chickenpox) Vaccine 57
Requirements for TB Skin Test 57
Requirements for Influenza (flu) 57
Health Insurance Portability and Accountability Act of 1996 57
Criminal Background Checks for Students 58
Process for Students with Positive Background Checks 58
Impairment and Substance Abuse Testing Policy for Students 59
Financial Assistance 66
Nursing Scholarships 66
Special Nursing Costs 66
Requirements for Graduation 67
Licensure Information 67
Eligibility for RN Licensure by Examination 68
Student Organizations 68
Jacksonville Association of Nursing Students 68
Nurses Christian Fellowship 68
Sigma Theta Tau 68
JAX State School of Nursing Ambassadors 69
Student Services 69
Counseling Services 69
Testing Services 69
Tutoring and Academic Support 69
Career Services 70
Disability Resources 70
RMC/University Health Center 70
Emergency Preparedness and Incident Response Guidelines 70
Attachment A 71
University Scholars Code Agreement 71
Attachment B 72
Kaplan Student Agreement 72
Attachment C 73
Statement of Understanding Regarding Retention Policy 73
Attachment D 74
Evaluation of Dress Code Compliance 74
Attachment E 75
College of Health Professions and Wellness 75
Affirmation and Acknowledgement of Risk 75
Attachment F 77
Possible Exposure to Bloodborne Pathogens 77
Attachment G 78
HEALTH INSURANCE FORM 78
Attachment H 79
Seasonal Influenza (flu) for Faculty and Students Declination Form 79
Attachment I 80
HIPAA Statement of Understanding 80
Attachment J 81
Letter of Understanding Regarding Criminal Background Checks 81
Attachment K 82
Consent to and Permission for Drug Screening for Nursing Students, Faculty or Clinical Faculty 82
Attachment L 85
Request to Exit RISE Program 85
RISE Program Exit Form 86
Attachment M 87
Statement of Understanding Regarding Dropping or Failing of Nursing Courses 87
Attachment N 88
Standards for Professional Behavior Agreement 88

Attachment O 89
Traditional Undergraduate Nursing Students Estimated Expenses 2025-2026 89
Attachment P 90
JAX STATE School of Nursing Ambassador Application 90
ADMINISTRATION OF JAX STATE SCHOOL OF NURSING 91
JAX STATE SCHOOL OF NURSING STAFF 93
Non-Discrimination Statement 94
Title IX Coordinator 94
Admission Statement 94

JAX STATE
SCHOOL OF NURSING

Background of JAX State School of Nursing

The JAX STATE College of Health Professions and Wellness was established to deliver a top-quality education for 21st century professionals in an effort to promote health and wellness in our communities, state, nation, and around the world. JAX STATE's School of Nursing has developed undergraduate and graduate programs utilizing the latest evidence-based practices. It is our goal to prepare future leaders in health and wellness professions.

The College of Nursing at JAX STATE was created in 1967 by the legislature of Alabama as a memorial to Governor Lurleen B. Wallace. The first class graduated from the college in August 1972. Graduates of this program earn a Bachelor of Science in Nursing (BSN) degree. The RN-BSN/Post-licensure STEP program was established in 1995. The addition of a master's degree program with a major in community health nursing was approved in June 1998. The inaugural class was admitted in Fall 1999.

Since 2015, the College of Nursing was absorbed into a School of Health Professions and Wellness and transitioned to JAX STATE's School of Nursing. In August of 2021, the name of JAX STATE's School of Health Professions and Wellness was changed to JAX STATE's College of Health Professions and Wellness and in Fall 2022, the JAX STATE's School of Nursing's name was changed to JAX State School of Nursing.

Accreditation Information

The baccalaureate, master's, and doctoral degree programs in nursing at JAX STATE are accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW Suite 750 Washington, DC, 20001 Phone: (202) 887-6791.

JAX STATE is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award baccalaureate, masters, educational specialist, and doctoral degrees. Degree-granting institutions also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of JAX STATE may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).

JAX STATE
SCHOOL OF NURSING

Mission Statement

The School of Nursing provides a learning-centered community that facilitates evidence-based teaching and learning within professional undergraduate and graduate programs to develop culturally competent and ethical nurses prepared to engage within the global healthcare environment.

Vision Statement

Empowering exemplary nurses to care for anyone, anytime, anywhere.
6/2013

Goals

To achieve this mission, JAX STATE School of Nursing will:

1. Deliver innovative learning-centered nursing education programs at the baccalaureate and graduate levels.
2. Engage in continuous quality improvement practices to ensure the relevance of the curricula in an evolving complex healthcare environment.
3. Support faculty development that enhances teaching, research, and service scholarship.
4. Recruit, develop, and retain students and faculty with knowledge, skills, and attitudes reflective of the culturally competent nursing professional.
5. Develop collaborative partnerships and inter-professional relationships designed to meet the needs of internal and external communities of interest.
6. Use technology to foster innovation in nursing practice, education, and evidence-based decision-making.
7. Promote scholarship, service, and practice activities that include students and faculty.

Strategic Initiatives

Professional values serve as a foundation for nursing practice.

1. Professionalism
2. Integrity and Respect
3. Compassionate Care
4. Nursing Knowledge
5. Learning-centered Community
6. Innovation and Excellence
7. Effective Communication
8. Community and Outreach
9. Belonging and Connectedness or Cultural Competency

Definitions of Core Values

JAX STATE
SCHOOL OF NURSING

Professionalism – is inclusive of attributes, beliefs, and communication characterized by respect for others, integrity, responsibility, accountability, courage, humility, advocacy, and an innovative spirit, demonstrating a nurse's caring nature.
Integrity-is a quality that encompasses honesty and truthfulness and is indicative of a person who displays morality and good character.
Respect- willingness to hear someone's point of view and provide thoughtful reflection for it, even when they are different from you, or you disagree with them. Respect is a right of all humans.
Compassionate Care – is an attribute that represents fundamental actions by all nurses, nurse faculty, and students characterized by supportive, protective quality care in all dimensions of the individual, including physical, emotional, mental, and spiritual.
Nursing Knowledge – encompasses the inclusive total of the discipline's philosophies, theories, research, and practice wisdom. As a professional discipline, this knowledge is essential for guiding the safe practice of nursing (Smith & Liehr, 2018).
Learning-centered Community- includes multiple learning experiences and instructional approaches which shift the focus from the faculty to the student. Faculty guide learning which is designed to address student learning needs, interests, goals, cultural differences, and career aspirations while affecting desired program outcomes. Student-centered learning allows the individual student to have an active role in the teaching/learning relationship.
Innovation—includes the generation of measurable solutions and improvements in health policies, systems, products, technologies, services, and delivery methods, to improve treatment, diagnosis, education, outreach, prevention, research quality and delivery, and access to healthcare.
Excellence – is reflected in evidence-based teaching and learning achieved by faculty and students where exemplary scholarship, service, teaching, and practice are valued by all stakeholders in the academic and practice environments.
Effective Communication- an exchange of information leading to an improved understanding of content between students, faculty, patients, and all stakeholders using active listening to better care for our global community.
Collaboration- actively seek to engage the communities served by building collaborative partnerships, taking leadership positions, and contributing to knowledge, skills, and commitment to strengthen these communities and facilitate the delivery of client-centered care.
Community Outreach: Encompasses the active engagement of community partners, both locally and globally, in education and public service by sharing skills and acting as catalysts to facilitate the delivery of client-centered care.
Cultural Competency – Comprise policies, foster programs, and recruit faculty and students that promote the representation of different groups of individuals including people of different ages, races, ethnicities, abilities and disabilities, genders, religions, cultures, and sexual orientations to create a culturally sensitive community of learners. To ensure a sense of belonging, we must authentically include all cultures within the academic and practice milieus to provide equitable opportunities for all people while delivering compassionate care.

JAX STATE
SCHOOL OF NURSING

Nursing Learning Outcomes (NLO's)

Upon completion of the JAX STATE School of Nursing programs, the student will be competent in and demonstrate critical thinking, therapeutic nursing interventions, effective communication and professional behavior.

I. Critical thinking (CT) reflects skills in reasoning, analysis, evidence-based practice, and decision making relevant to the discipline of nursing. Critical thinking encompasses knowledge, skills, and values from the arts and sciences to provide safe and quality care to diverse populations. Critical thinking integrates knowledge and skills in leadership, quality improvement, and safety in providing high quality health care. Critical thinking examines the role of financial and regulatory health policies and their effects on health care systems.

II. Therapeutic Nursing Interventions (TNI) reflect the ability to safely perform theory and/or evidence- based patient centered nursing interventions reflective of professional knowledge, skills, and attitudes. TNI reflect the synthesis of evidence-based practice to improve patient outcomes and identify practice issues.

III. Effective Communication (EC) reflects the students' interpersonal relationship skills reflective of professional values/attitudes evidenced through effective written, oral and nonverbal communication, group process, use of information technology, and the ability to adapt communication to needs of the patient/family, colleagues, health care team and situation. Effective Communication reflects synthesis of communication and collaboration as an interprofessional team member to deliver high quality, safe patient centered care.

IV. Professional behavior (PB). JAX State School of Nursing embraces the professional values promulgated by the American Association of Departments of Nursing (AACN) and the American Association of Nursing (ANA) Code of Ethics. Professional behavior expectations, in both classroom and clinical settings, include respect for all, a primary commitment to the patient, advocacy for the health, safety and rights of patients, responsibility and accountability for one's own nursing practice, duty to self to maintain integrity, competence and professional growth, ownership of a healthy work/health care environment, contributions to the advancement of the profession, interprofessional collaboration, and the articulation of nursing's values and the shaping of social policy.

JAX STATE
SCHOOL OF NURSING

Program Learning Outcomes (PLOs)
Undergraduate

The ANA Standards of Clinical Nursing Practice (2025) and the AACN Essentials: Core Competencies for Professional Nursing Education (2026) have been selected as foundational documents to guide the development of the baccalaureate curriculum. Concepts from these documents are integrated and supported throughout the program of study.

1. Apply nursing knowledge, skills, values, and ways of knowing from the arts, sciences, and other disciplines to cultivate sound clinical judgment and innovative nursing practice.
   (Critical Thinking and Therapeutic Nursing Interventions)
   (Domain 6 Interprofessional Partnerships)

2. Collaborate within interprofessional teams, patients, families, and communities to optimize the healthcare experience.
   (Critical Thinking, Therapeutic Nursing Interventions, and Effective Communication)
   (Domain 6 Interprofessional Partnerships)

3. Synthesize evidence-based practice to improve patient outcomes and identify practice issues.
   (Critical Thinking, Therapeutic Nursing Interventions, and Effective Communication)
   (Domain 4 Scholarship for the Nursing Discipline)

4. Utilize best practices in information and communication technology that align with professional and regulatory standards to direct data-informed decisions and ensure equitable high-quality patient care.
   (Critical Thinking and Therapeutic Nursing Interventions)
   (Domain 8 Informatics and Healthcare Technologies)

5. Analyze the complex healthcare system, utilize resources, solutions and evidence-based practices to deliver safe, high-quality, and equitable care to diverse populations (obstetrics, mental health, pediatrics, acute care, etc.).
   (Critical Thinking and Professional Behavior)
   (Domain 7 Systems- Based Practice)

6. Implement high-quality, person-centered care by integrating holistic, individualized care strategies and values utilizing the nursing process to enhance health outcomes.
   (Effective Communication and Professional Behavior)
   (Domain 2 Person-Centered Care)

7. Incorporate population health principles throughout the care continuum, utilizing multidisciplinary collaboration to promote health equity and outcomes for diverse populations (obstetrics, mental health, pediatrics, acute care, etc.).
   (Critical Thinking and Therapeutic Nursing Interventions)
   (Domain 3 Population Health)

8. Emulate core values associated with developing professional identity reflecting nursing's responsibilities, characteristics and values.
   (Professional Behavior)
   (Domain 9 Professionalism)

9. Integrate safety and quality improvement principles to enhance quality of care, minimize risk, and foster a safe, just, healthcare environment.
   (Critical Thinking, Therapeutic Nursing Interventions, Effective Communication, and Professional Behavior)
   (Domain 5 Quality and Safety)

10. Cultivate resilience, lifelong learning, and leadership skills to enhance personal well-being and professional excellence in nursing practice.
    (Critical Thinking, Professional Behavior)
    (Domain 10 Personal, Professional & Leadership Development)

Student Learning Outcomes (SLO's)
Undergraduate

Student Learning Outcomes (SLO's) are individualized by each course.

Professional Scholars' Code
Please refer to the JAX STATE Scholar's Code at link below:
Scholars' Code - Academic Affairs
Standards for Professional Behavior

I. Standards for Professional Behavior

A. Introduction

The academic community of students and faculty at JAX State School of Nursing strives to develop, sustain, and protect an environment of professionalism. The Standards for Professional Behavior demand that students and faculty display professionalism in all of

their endeavors. Exhibiting professionalism in academic pursuits and reporting violations of the Standards for Professional Behavior will encourage others to emulate professionalism in the nursing profession. Every student and/or faculty who approaches their studies or nursing student/faculty role with professionalism suffers when another student/faculty behaves in an unprofessional manner that reflects negatively on JAX State School of Nursing and the profession.

JAX State School of Nursing requires students and faculty to comply with the standards of conduct deemed appropriate for the nursing profession by the American Association of Colleges of Nursing Essentials of Baccalaureate Education, the American Association of Colleges of Nursing Essentials of master's Education, the American Nurses Association's Code of Ethics, as well as those delineated in the Professional Scholars' Code of JAX State School of Nursing.

B. Dissemination and Clarification

1. All students and faculty/staff in JAX State School of Nursing shall be informed of the Standards for Professional Behavior upon registration and/or employment in JAX State School of Nursing and thereby assume the responsibility of abiding by the spirit of professionalism in their academic pursuits. The establishment of a Standards for Professional Behavior is not intended to be an indication that unprofessionalism is commonplace at this institution.
    a. The Standards for Professional Behavior shall be part of the Student Handbooks and Faculty/Staff Policy and Procedures Manual. It is the responsibility of students, faculty, and staff to be familiar with this policy. Students and faculty must indicate acknowledgement of this policy via Attachment R. This document will be placed in individual's file.
    b. It shall be the responsibility of each faculty member to inform students of the Standards for Professional Behavior as part of the course orientation (live or electronic) at the beginning of every semester, through the course syllabus/notebook or other effective means. Faculty shall support the principles of professionalism through course policies and procedures.
    c. The appropriate officials and offices shall conduct an orientation for all nursing students, incoming nursing faculty and staff to familiarize these individuals with the provisions of the Standards for Professional Behavior prior to attending classes or teaching or assuming an employee role within JAX State School of Nursing.

II. **Unprofessional behavior** is the improper conduct by a student faculty, or staff which infringes on the reasonable freedom of others, or which is otherwise detrimental to the proper conduct of JAX STATE, JAX State School of Nursing, and clinical agency partners. JAX State School of Nursing is dedicated to maintaining excellence and integrity in all aspects of its professional conduct. Violations within these areas will be processed appropriately

without regard to the sex, race, color, religious affiliation, national or ethnic origin, age, veteran status, or disability of any of the participants.

Professional behaviors such as accountability, promptness, responsibility, honesty, and respect are expectations of all students, faculty, and staff. As representatives of the nursing profession and JAX STATE, students, faculty, and staff are expected to maintain these professional behaviors within the classroom, online educational platforms, clinical activities, and communities it serves. Professional decorum is expected in all interactions with administration, faculty, staff, classmates, vendors, clients, families, visitors, and all clinical healthcare partners and their associates.

Evidence of unprofessional behavior can result in verbal/written warning, prescriptive educational assignments, reduction in course grade, clinical or course failure, or dismissal from the nursing program and/or JAX STATE. Unprofessional behaviors include, but are not limited to, the following:

1. Unsafe practice (acts of commission or omission) that places a client in serious jeopardy.
2. Falsification of records (academic, clinical medical records, records of attendance or completion of course objectives).
3. Being under the influence of any substance that impairs performance as outlined in JAX State School of Nursing *Impairment and Substance Abuse Policy*.
4. Academic dishonesty (lying, cheating, and plagiarism; may also be considered a violation of the Scholar's Code).
5. Distribution (physically or verbally) of actual or summarized test questions, assignments, papers, or any graded activities.
6. Physical or verbal altercations.
7. Incivility or willful harassment, sexual harassment, abuse, or intimidation (physical, non-physical, verbal) of administration, faculty, staff, classmates, vendors, clients, families, visitors, and all clinical healthcare partners and their associates.
8. Willful expressions of disrespect (physical, non-physical, verbal) of administration, faculty, staff, classmates, vendors, clients, families, visitors, and all clinical healthcare partners and their associates related to race, cultural values/practices, religious beliefs, sexual orientation, physical/mental disabilities, and socioeconomic status.
9. Violation of confidentiality as outlined by HIPAA, FERPA, and confidentiality agreements with clinical partner agencies.
10. Theft of property
11. Rudeness, disruptive behavior, and/or lack of professional decorum in the classroom, online educational platforms, clinical practicum, and all communication/interaction settings that include, but are not limited to,

face-to-face meetings, postal mailings, email, text messaging, facsimile (fax), social media, and video/audio recordings. This includes a pattern of late arrivals to class/clinical site or repetitive absences from class, clinical, and online platforms.

12. Unprofessional or inappropriate dress in the classroom, clinical practicum, clinical or simulation laboratory, and JAX State School of Nursing and/or University functions. This includes failure to wear ID badge in clinical areas.

III. Suspected Violations of Standards for Professional Behavior

1. Students suspected of violating the Standards for Professional Behavior will be notified verbally and in writing.
2. Suspected faculty/staff violations will be managed by the Dean/Chief Nursing Administrator and referred to Human Resources, if necessary.
3. The student has the right to seek advice from his/her Academic Advisor or the Coordinator of the Undergraduate Nursing Programs.
4. The student may admit the offense or refute it and offer written evidence supporting the denial. Written evidence must be provided within three (3) working days. Faculty will employ diligence in assuring due process.
5. Faculty will consider the nature of the offense; evidence presented by the student and make a decision regarding consequences.
6. Consequences for students found guilty of violation of the Standards for Professional Behavior may include, but are not limited to additional assignments, zero credit for an assignment, failure of course, or dismissal from program.
7. Should the student wish to appeal the faculty decision, the student should follow the 'Student Appeal And/or Grievance Procedure' as outlined in the student handbook.

Professionalism in Social Media and Electronic Communication

The purpose of this policy is to help clarify how best to protect the personal and professional reputations and privacy of our institution, employees, students, clinical partners, and patients. This policy is not intended to supersede any present or future policy of JAX STATE (JAX STATE) regarding professional expectations, information technology, electronic communication, or social media.

Employees and students at JAX State School of Nursing are liable for all forms of communication. The same laws, professional expectations, and guidelines for interacting with employees, students, parents, alumni, donors, media, clinical partners, and other university constituents apply to all forms of communication.

Definition of social media: For the purposes of this policy, social media is defined as any form

of online publication or presence that allows end users to engage in conversations in or around the content of an internet website. Examples include, but are not limited to, Instagram, LinkedIn, Twitter, Facebook, YouTube, blogs, and wikis. The absence of, or lack of explicit reference to a specific social media site, does not limit the extent of the application of this policy.

Definition of Electronic Communication: any electronic transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part via electronic device. This includes, but not limited to, cellular phones, computers, texting devices, data storage devices, or video and voice recordings.

Protect confidential and proprietary information: Do not post confidential or proprietary information about JAX STATE, JAX State School of Nursing, students, employees, clinical partner agencies, patients, or alumni. Employees and students must follow applicable federal requirements such as FERPA and HIPAA regulations. Employees and students who share confidential information do so at the risk of disciplinary action, up to, and including termination/dismissal from the program. All HIPAA and FERPA regulations apply to social media and electronic communications.

Protect Institutional Voice: When utilizing social media and electronic communication, identify your views as your own. It should be clear that you are not speaking for JAX STATE.

Faculty and student interaction: Faculty may implement and encourage the use of social media in their courses but may not require a student to join or participate in a social media site. Required interaction outside of the classroom must occur within a university-approved format. Faculty may accept connections to students in social media contexts at their discretion but may not initiate this connection without prior approval from the appropriate Coordinator of Undergraduate Programs and Dean.

Prohibited communication: Faculty, staff, and students are prohibited from making any reference to clinical activities in social media forums and electronic communication. Attempts to avoid explicit identification of a clinical partner agency, associate, agency location, patient, or JAX STATE entity should not be perceived as a guarantee of anonymity or compliance with HIPAA, FERPA, or this policy. For example, avoiding the use of a patient's or clinical agency's specific name does not guarantee compliance with this policy. Communication related to clinical activities, as described above, can result in disciplinary action, up to, and including termination/dismissal from the program.

Violations of this policy also result in a violation of the University Scholar's Code and will be handled in accordance with that policy.

JAX STATE
SCHOOL OF NURSING

Bachelor of Science in Nursing (BSN)

**The term "admitted, admission, accept or acceptance" refers to assessment of select criteria for Traditional Undergraduate coursework as defined in the JAX STATE Undergraduate catalog.*

(62 Semester Hours)

Suggested Plan of Study. The following list of courses is not intended to be a substitute for individual advisement by a JAX State School of Nursing Academic Advisor.

Area I (6 Semester Hours)

EH 101 English Composition I 3
EH 102 English Composition II 3

Area II (12 Semester Hours) *

Literature 3
Literature 3
Fine Art 3
EH 141 Oral Communication 3
*Minimum of 3 hours of literature and 3 hours of fine art required. A 6-hour sequence of either literature or history is required.

Area III (11 Semester Hours)

BY 101/103 Intro. Biology I..... 4
CY 115 Concepts of General Chemistry 4
MS 112 Precalculus Algebra 3

Area IV (12 Semester Hours) **

History..... 3
History..... 3
PSY 201 Principles of Psychology 3
PSY 222 Human Development 3
** Minimum of 3 hours of history required. A 6-hour sequence of either literature or history is required.

Area V (21 Semester Hours)

BY 263 Anatomy and Physiology I 4
BY 264 Anatomy and Physiology II 4
BY 283 Health Microbiology 4
MS 204 Basic Statistics 3
FCS 322 Normal Nutrition 3
NU 121 Nursing Ethics 3

JAX STATE
SCHOOL OF NURSING

Traditional Undergraduate Nursing Courses
(67 Semester Hours)

First Semester (14 Semester Hours)
NU 305 A Bridge to Success……..…… ...0
NU 311 Foundations of Nursing Practice..... 6
NU 306 Pharmacology 4
NU 309 Health Assessment 4

Second Semester (13 Semester Hours)
NU 325 Adult Health in Secondary and Community Settings 5
NU 322 Health Deviations and Clinical Interventions 4
NU 326 Psychiatric Mental Health Nursing……4

Summer Semester (2 Semester Hours)
NU 400 Research and Outcomes Management 2

Third Semester (12 Semester Hours)
NU 403 Nursing Care of Children and Families …… …..5
NU 404 Childbearing Families 5
NU 422 Foundations of Nursing Leadership.....2

Fourth Semester (13 Semester Hours)
NU 424 Adult Health in Secondary, Tertiary & Community Settings.....5
NU 426 Community Health across the Lifespan 5
NU 433 Advanced Health Deviations and Clinical Interventions.....3

Fifth Semester (13 Semester Hours)
NU 428 Practicum.....6
NU 455 Transition to Professional Nursing.....4
NU 302 Preparation for NCLEX Success.....3

TOTAL 120-129 Semester Hours

JAX STATE
SCHOOL OF NURSING

Description of Nursing Courses - (NU)

121. Ethics in Nursing (3). Examines ethical reasoning and decision-making in relation to moral, legal, and professional standards. Specific issues confronting the health care delivery system will be analyzed.

130. Medical Terminology (3). This course introduces the elements of medical terminology and provides students with a basic understanding of the language used by healthcare professionals. Knowledge of prefixes, suffixes, word roots is emphasized. Singular and plural forms of medical terms are identified, along with emphasis on word analysis, word building and pronunciation. These guidelines are applied to diverse body systems. Each body system is briefly reviewed, and common diagnostic, laboratory, and surgical procedures are introduced.

300 RISE to Success: Professional Communication and Accountability (0). *Prerequisite: Admission to Upper Division Nursing*. This course is designed to provide a network of communication and support for at-risk students after completion of the initial RISE course. Students engage in open, ongoing communication with course faculty related to their outcomes in nursing coursework. The primary focus is incorporating effective communication techniques and collaboration to develop personal knowledge, skills, and attitudes needed to deliver safe and effective patient care.

301 RISE to Success: Leadership in Critical Thinking and Clinical Prevention (1). *Prerequisite: Admission to Upper Division Nursing.* This course is designed to broaden student understanding of key nursing concepts. Through a variety of learning strategies students will develop decision-making skills applicable to the clinical setting. Lab required.

302 Preparation for NCLEX Success (3). *Completion of first, second, third, and fourth semester Upper Division Nursing courses.* This course offered in fifth semester of the nursing curriculum is designed to prepare students for the NCLEX-RN exam. Individual plans for success are established based on areas of deficiency. Through standardized testing and self-analysis, students identify areas needing improvement and work to increase knowledge. Lab required.

303 RISE to Success: Integration of Knowledge and Skills into Practice (3). *Prerequisite: Admission to Upper Division Nursing.* This course is designed as the initial course to assist students who are identified as at-risk and admitted to the RISE program. Students are introduced to effective strategies to promote learning and are individually guided by the instructor. Diverse strategies are utilized to increase perceived self-confidence and knowledge to facilitate success in nursing school. Assigned activities will include a variety of learning experiences, i.e., online, classroom, clinical laboratory simulation.

304 RISE to Success: Scholarship of Nursing Practice (3). *Prerequisite: Admission to Upper Division Nursing.* This is a clinical course designed to facilitate essential skills for safe,

effective nursing practice. Evidence-based research, clinical judgment, and interprofessional perspectives are incorporated into making decisions related to all steps of the nursing process. This course is designed to facilitate competency in clinical skills. Lab required.

305. A Bridge to Success (0). This course is a one-day workshop offered just prior to the first semester nursing courses, designed to enhance skills needed for success in the baccalaureate nursing program. Emphasis will be on the acquirement, development, and utilization of proper study, time management, stress management, and learning style strategies to enhance success and thus improve retention.

306. Pharmacology (4). *Prerequisite: Acceptance to Upper Division Nursing. Concurrent enrollment in NU 309 and NU 311 required.* Designed to introduce the nursing student to the basic principles of drug therapy, drug calculations, and drug classifications. Lab required.

309. Health Assessment (4). *Prerequisite: Acceptance to Upper Division Nursing. Concurrent enrollment in NU 306 and NU 311 required.* Focuses upon patient assessment and nursing diagnosis, utilizing the approaches of history-taking and physical examination. Lab required.

311. Foundations of Nursing Practice (6). *Prerequisite: Acceptance to Upper Division Nursing. Concurrent enrollment in NU 306 and NU 309 required.* This clinical nursing course provides the first contact with individuals/families as clients/patients and emphasizes the development of skills in problem-solving, nursing process, communication, and therapeutic nursing interventions. Lab and clinical required.

322. Health Deviations and Clinical Interventions (4). *Prerequisite: Completion of first semester Upper Division Nursing courses.* An in-depth study of disease processes across the life span. Health promotion and disease prevention will be integrated by emphasizing risk factors and relevant therapeutic approaches to reduce the incidence of acute and chronic health problems.

325. Adult Health in Secondary and Community Settings (5). *Prerequisite: Completion of first semester Upper Division Nursing courses.* Course through which students learn the responsibilities of professional nursing in providing nursing care to the adult patient with various medical-surgical problems. Lab and clinical required.

326. Psychiatric Mental Health Nursing (4). *Prerequisite: Completion of first semester Upper Division Nursing courses.* This course is designed to enable students to understand the dynamics of psychiatric nursing and mental health, with an emphasis on the holistic therapeutic care of psychiatric patients/families as well as the therapeutic use of self. The concentration of the course will be focused on the attainment of knowledge regarding psychiatric diagnoses, utilization of the nursing process in providing therapeutic nursing care, understanding appropriate treatment modalities and the establishment of the nurse-patient relationship as it deals with the psychopathological behavior found in the

psychiatric patient. Clinically, the student will be utilizing and employing the theoretical aspects in nursing assessment and patient care, one-to-one interactions, group situations, healthcare team discussions, as well as supervision sessions. Lab and clinical required.

400. Research and Outcomes Management (2). *Prerequisite: Completion of first semester Upper Division Nursing courses.* Designed to assist students to develop knowledge and skills in the research process, to become consumers of research, and to conceptualize the significance of research as the foundation of evidence-based nursing practice.

403. Nursing Care of Children and Families (5). *Prerequisite: Completion of first and second semester Upper Division Nursing courses.* This course presents nursing care of children and families from well-childcare through acute & chronic illnesses in a variety of settings from schools, hospitals to specialty areas that focus on early intervention and special needs. The nursing care of children and families centers on understanding growth and development, health promotion, and interventions to maximize optimal health. Lab and clinical required.

404. Childbearing Families (5). *Prerequisite: Completion of first and second semester Upper Division Nursing courses.* Clinical course designed to enable the student to practice the various roles assumed by professional nurses in the provision of family centered maternal-infant care. Lab and clinical required.

422. Foundations of Nursing Leadership (2). *Prerequisite: Completion of first and second semester Upper Division Nursing courses.* Provides an overview of concepts of professional leadership and management and their use in the practice setting. Emphasizes organizational structure, management, professional issues, advocacy, health care economics, and health policy.

424. Adult Health in Secondary, Tertiary, and Community Settings (5). *Prerequisite: Completion of first, second, and third semester Upper Division Nursing courses.* Enhances and further develops the student's ability and knowledge to care for adults with complex health problems together with their need for sophisticated nursing interventions. Lab and clinical required.

426. Community Health Across the Lifespan (5). *Prerequisite: Completion of first, second, and third semester Upper Division Nursing courses.* Enables the student to use an epidemiological approach in coping with health and illness problems of families, aggregates of populations, and communities. Lab and clinical required.

428. Practicum (6). *Prerequisite: Completion of first, second, third, and fourth semester Upper Division Nursing courses.* This course focuses on the synthesis and application of previous and concurrent learning in the clinical setting under supervision of course faculty and a clinical preceptor. Additionally, the course is designed to enhance student success on the National Council Licensure Examination (NCLEX). Lab Required.

---

433. Advanced Health Deviations and Clinical Interventions (3). *Prerequisite: Completion of first, second, and third semesters of Traditional Undergraduate courses.* Enables students to integrate concepts in pathophysiology, health deviations, nursing interventions, laboratory tests, and pharmacology as these topics relate to populations at risk.

444. Implementation of Professional Nurse Role (3). *Permission of Instructor Required*. Experience an in-depth analysis of professional nurse role in selected clinical settings. Credit for ROTC Advanced Camp may be given with approval.

446. Independent Study (2). *Prerequisite: Permission of Advisor.* Special project in nursing studies. Pass/fail grade only.

447. Independent Study (1). *Prerequisite: Permission of Advisor.* Special project in nursing studies. Pass/fail grade only.

448. Directed Study (3). Offers the student the opportunity to Explore specific areas of interest in nursing in either the theoretical and/or clinical arenas. Requires completion of coursework to support the areas of interest.

455. Transition to Professional Nursing (4). *Prerequisite: Completion of first, second, third, and fourth semester Upper Division Nursing courses.* Designed to be a capstone course of the baccalaureate nursing program. Emphasis is placed on application of nursing interventions addressing client needs safe effective care environment (management of care and safety and infection control), health promotion and maintenance, psychosocial integrity, and physiological integrity (basic care and comfort, pharmacological and parenteral therapies, reduction of risk potential, physiological adaptation). Validation of nursing knowledge related to critical thinking, decision making, prioritizing, delegation, problem solving, leadership/management and evaluation is a key component of this course.

Admission to the Upper Division of Nursing for Students

*****_The term "admitted, admission, accept or acceptance" refers to assessment of select criteria for Traditional Undergraduate Nursing coursework as defined in the JAX STATE Undergraduate catalog._

1.Requirements in Core Requirement Courses:

1.1 Advisement for the Traditional Undergraduate Nursing begins in the pre-nursing student's freshman year with academic advisement provided each semester.

1.2 The grade point average for entry into the Traditional Undergraduate Nursing ("Core Requirement GPA") is computed based exclusively on the courses that are used to satisfy the core requirements. Only courses for which a grade of "C" or above has been earned are acceptable to meet the core requirements. Each prerequisite course may be repeated a

maximum of two times. Once a passing grade has been earned in a particular course, that course cannot be repeated to earn a higher grade.

1.3 Transfer credit from another institution for prerequisite courses must consist of the same or greater number of semester hours designated in this catalogue for credit in each transfer course. See section two (2) related to guidelines for transfer students.

1.4 All core requirements must be completed prior to entering the Traditional Undergraduate Nursing or as approved by the Admission and Progression Committee (A&P) for those students applying for fall semester admission.

1.5 An ACT® composite score is a component of the ranking system utilized for admissions to Traditional Undergraduate Nursing. A minimum of 18 on the ACT® composite score is required to apply to the BSN program. An SAT® (Critical Reading and Math) score can be utilized for admission ranking using the following ACT/SAT concordance chart:

Table 1: ACT, SAT, and SAT Range

ACT	SAT	SAT Range
36	1590	1570–1600
35	1540	1530–1560
34	1500	1490–1520
33	1460	1450–1480
32	1430	1420–1440
31	1400	1390–1410
30	1370	1360–1380
29	1340	1330–1350
28	1310	1300–1320
27	1280	1260–1290
26	1240	1230–1250
25	1210	1200–1220
24	1180	1160–1190
23	1140	1130–1150
22	1110	1100–1120
21	1080	1060–1090
20	1040	1030–1050
19	1010	990–1020
18	970	960–980
17	930	920–950
16	890	880–910
15	850	830–870
14	800	780–820
13	760	730–770
12	710	690–720
11	670	650–680
10	630	620–640
9	590	590–610

2. Guidelines for Transfer Students

2.1 All transfer credits must be validated in writing through the Registrar's office. Requests for admission into the Traditional Undergraduate Nursing Program may be filed only after the student has been accepted into the University and the transfer credits have been evaluated by the Registrar.

2.2 The articulation agreement of the University with junior colleges in the state establishes the equivalent courses for the advisement of transfer students.

2.3 Deficits in transfer credits will be evaluated individually.

JAX STATE
SCHOOL OF NURSING

---

3. Requirements for Admission Consideration

3.1 Students are admitted to the Traditional Undergraduate Nursing Program twice each year. The Traditional Undergraduate Nursing Program normally requires five (5) semesters.

3.2 A separate application must be filed to request consideration for admission into the Traditional Undergraduate Nursing Program. Application deadlines are as follows: Deadline to apply for Fall admission – June 1st. Deadline to apply for Spring admission – October 1st.

3.3 A Prerequisite GPA of at least 2.75 is required for consideration for admission into the Traditional Undergraduate Nursing Program (See 1.2 above). In conformance with the stated mission of JAX State School of Nursing, students presenting program deficits may be considered for probationary admission. A student admitted on probationary status may be required to schedule a reduced academic load to achieve program objectives, thereby increasing program length. A student admitted on probationary status must meet the conditions as specified by the A&P Committee.

3.4 An ACT® composite score or SAT® equivalent will be utilized to calculate a priority score for the purposes of admission to JAX State School of Nursing. A minimum of 18 on the ACT® composite score (or SAT® equivalent) will be required to apply to the BSN program at JAX State School of Nursing.

3.5 Students who have English as a second language must present a minimum score of the TOEFL (Test of English as a Foreign Language) exam taken within four years. To be eligible to apply for admission to Traditional Undergraduate Nursing Program, minimum scores are: 560 for the TOEFL Written (paper based), 220 for the TOEFL CBT (computer based), and 83 for the iBT (internet based).

3.6 JAX State School of Nursing reserves the right to limit the number of students enrolled in nursing courses in order to make the most effective use of the educational resources available.

3.7 Criminal background checks and drug screens are required for all nursing students.

3.8 A student that has been enrolled in any Traditional Undergraduate Nursing Program (RN or LPN) and can provide a letter of good standing from that institution's college is eligible to apply to the Traditional Undergraduate Nursing Program at JAX STATE. A student that has been dismissed from any Traditional Undergraduate Nursing Program (RN or LPN) is not eligible to apply.

3.9 Students not admitted in the fall semester but meeting the requirements for admission to the Traditional Undergraduate Nursing Program may be offered deferred admission for the following spring semester determinant on number of applicants and space available.

4. Early Admission

    4.1 In certain situations (e.g., for military personnel), students may request approval from Admissions and Progressions Committee for conditional admission prior to the normal admissions processing period for the semester for which the student wishes to enter the Traditional Undergraduate Nursing Program. Such a request must be submitted in writing through the Office of Academic Services and must include a detailed explanation of why the exception to policy is necessary. If the request is approved, the Admission and Progression Committee will provide written guidelines which will outline the student's responsibilities for maintaining the conditional admission status and any additional specific circumstances under which the admission will be revoked.

    4.2 Students may be admitted to Traditional Undergraduate Nursing Program as a condition of the Deans' Scholars Program. Students meeting criteria for early admission as a high school senior must maintain a 3.4 GPA to maintain their early acceptance status.

Retention in the Traditional Undergraduate Nursing Program

1. A student must earn a "C" or above in all nursing courses.
2. When a student fails a nursing course, this course must be repeated the ***following*** semester if it can be scheduled by JAX State School of Nursing.
    2.1 Failure of the same nursing course twice constitutes dismissal from the nursing program.
    2.2 Failure of two (2) courses in the nursing curriculum constitutes dismissal from the nursing program.
    2.3 Failure of one nursing course and unsatisfactory clinical performance constitutes dismissal from the nursing program.
    2.4 Unsatisfactory clinical performance in two nursing courses constitutes dismissal from the program.
    2.5 Students who have been dismissed from JAX State School of Nursing are ineligible for re-application.
    2.6 For purposes of retention and progression, students who fail clinically and withdraw or drop prior to the academic penalty date established by JAX STATE will be considered to have incurred a course failure.
    2.7 Courses in semester one must be taken concurrently. Students are not permitted to drop one or two of the semesters one courses and remain in the other semester one course(s).
    2.8 Any student who drops/withdraws from a course(s) to avoid academic penalty or who is unsuccessful in a course must enroll in the RISE program.
3. A student's nursing practice must meet established standards, as determined by the faculty, in order to continue in clinical nursing courses. A student failing to meet these standards will not be allowed to progress in the curriculum.

4. A student must comply with all agencies and JAX State School of Nursing requirements. A student failing or refusing to meet this standard will not be allowed to progress in the curriculum.
5. A student admitted on probational status must meet the conditions as specified by the Admission and Progression Committee in order to progress in the curriculum.
6. Completion of the Traditional Undergraduate Nursing Program courses must occur in seven (7) semesters.
7. Traditional Undergraduate Nursing Program students must comply with state and federal laws.
8. Remediation and revalidation may be required in order to progress in the curriculum.
9. Students must comply with regulations related to standardized testing throughout the curriculum to remain eligible for progression and/or retracking.

This policy supersedes all University policies in decisions related to progression and retention in the Traditional Undergraduate Nursing Program.

Requirements for Graduation for Traditional Undergraduate Nursing Students

To be considered a candidate for the degree of Bachelor of Science in Nursing, the student must:

1. Fulfill the specific requirements for this degree as set forth in the University Catalog.
2. Earn minimum of 64 semester hours from a four-year college or university, 32 semester hours of which must be resident work at JAX STATE. This requirement must be met, even if a student has been admitted to advanced standing or has transferred credits.
3. Have no more than 12 semester hours in correspondence work. We may want to consider this statement. “Correspondence” work is very antiquated terminology.
4. Be expected to complete general subject requirements for graduation during the freshman and sophomore years.
5. Complete 120-129 semester hours of university work, and must earn a minimum “C” average, 2.0 G.P.A. and attain other standards approved by the faculty.
    a. A student must earn a minimum “C” or better in each prerequisite and Traditional Undergraduate Nursing course.
    b. At least 52 semester hours of the credit presented for a degree must be in courses numbered 300 and above.
    c. The student must meet other policy requirements related to progression and completion of Traditional Undergraduate Nursing curriculum.

JAX STATE
SCHOOL OF NURSING

Advisement Process

It is the student's responsibility to schedule an appointment with their academic advisor during the published advisement period each fall and spring semester.

Medical Terminology

Students admitted to the Traditional Undergraduate Nursing Program must demonstrate proficiency in Medical Terminology. Proficiency will be validated in the following way:

After admission into the Traditional Undergraduate Nursing Program, students have three attempts to successfully obtain a score of 80% or greater proficiency on a Medical Terminology exam which is administered during the First Semester of Traditional Undergraduate Nursing. If the student is unsuccessful after the third attempt, the student must then drop the course, along with the other first semester courses prior to the academic penalty date to avoid course failure and meet with their advisor to request re-tracking by the Admission and Progression Committee.

Nursing Technical Standards for Students and Faculty

The Nursing programs at JAX STATE have a responsibility to educate competent nurses to care for their patients with critical judgement, broadly based knowledge, and well-honed technical skills. JAX STATE's Nursing program has academic as well as technical standards that must be met by students in order to successfully progress in and graduate from its programs. Students, faculty, adjunct faculty and clinical associates participating in the Nursing program at JAX STATE must be able to perform critical technical functions with or without reasonable accommodations.

Technical Standards: JAX STATE's nursing programs provide the following description/examples of technical standards to inform prospective and enrolled students of a sampling of technical standards required in completing their nursing science curriculum.1 These technical standards reflect a sample of the performance abilities and characteristics that are necessary to successfully complete the requirements of the nursing program. The standards are not requirements of admission into the programs and the examples are not all-inclusive. 2 Individuals interested in applying for admission to the programs should review these standards to develop a better understanding of the skills, abilities and behavioral characteristics required to successfully complete the programs. Key areas for technical standards in nursing include having abilities and skills in the areas of: (1) acquiring fundamental knowledge; (2) developing communication skills; (3) interpreting data; (4) integrating knowledge to establish clinical judgment; and (5) incorporating appropriate professional attitudes and behaviors into nursing practice capabilities but also specific skills in visual, tactile, hearing, smell, communication, motor function, professional behavior, reading, mathematical competence, critical thinking, and emotional stability.

JAX STATE
SCHOOL OF NURSING

JAX STATE nursing wishes to ensure that access to its facilities, programs and services is available to all students, including students with disabilities (as defined by Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990 and the ADA Amendments Act of 2008) and all students can study and practice nursing with or without reasonable accommodation. The nursing program provides reasonable accommodations to all students on a nondiscriminatory basis consistent with legal requirements as outlined in the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990 and the ADA Amendments Act of 2008. A reasonable accommodation is a modification or adjustment to an instructional activity, equipment, facility, program or service that enables a qualified student with a disability to have an equal opportunity to fulfill the requirements necessary for graduation from the nursing program. To be eligible for accommodations, a student must have a documented disability of (a) a physical or mental impairment that substantially limits one or more major life activities of such individual; (b) a record of such impairment; or (c) be regarded as having such a condition

JAX STATE NURSING

Table 2: Nursing Standards and Examples

NURSING TECHNICAL STANDARDS	CLINICAL EXAMPLES
Visual • Read at various distances • Distinguish colors • Read for prolonged periods of time	Observe changes in skin condition, breathing patterns, color intensity, rashes. Use computer screens, read fine print on medication labels, monitor strips, equipment, and syringes. Observe changes in facial expressions/mood/body language, etc.
Tactile • Feel vibrations, pulses, textures, temperature, shape, and size	Palpate pulses, veins. Determine skin temperature, turgor, and rashes
Hearing • Person to person report • Telephone communication • Distinguish sounds through stethoscope • Discriminate high and low frequency sounds • Hear in situations when lips are not visible	Assess/auscultate changes in heart, breath, abdominal, or vascular sounds. Auscultate blood pressure Communicate orally when masks must be worn Hear auditory alarms (monitors, call bells, fire alarms)
Smell • Detect body odors and odors in the environment • Detect gas or noxious odors	Detect odors associated with disease processes Identify odor of fires, extremely hot or hazardous materials
Communication • Engage in two-way communication, verbally and in writing, interacting	Communicate with patients/clients and family regarding the plan of care, discharge instructions, medications, etc.

JAX STATE
SCHOOL OF NURSING

NURSING TECHNICAL STANDARDS	CLINICAL EXAMPLES
effectively with others from a variety of social emotional, cultural, and intellectual backgrounds • Explain procedures; teach patients and families • Work effectively in groups • Discern and interpret nonverbal communication • Communicate effectively by telephone, electronic means, and in group settings • Communicate accurately, professionally, and in a timely manner • Communicate effectively with patients/clients with altered communication patterns or mental disorders	Read and comprehend physician orders, medication information, chart information (electronic or hard copy). Document clearly, correctly, and accurately in the medical record. Maintain confidentiality. Present oral reports, reports related to patient's condition. Clarify physician orders. Maintain professional communication in high stress or conflict situations, whether in a clinical, classroom, or other setting, and in any format (verbal, written, or electronic) Refrain from disrespectful verbal or non-verbal behavior or communication in the classroom, clinical setting, or social networking sites.
Motor Function • Move within confined spaces • Sit or stand and maintain balance • Move, position, turn, transfer, and assist with lifting without injury to self or patient • Coordinate hand/eye movements • Stand, bend, walk, and/or sit for up to 12 hours in a clinical setting performing physical activities without jeopardizing safety of self or patients • Write with pen or pencil • Type on keyboard • Pick up objects • Grasp small objects with hands • Push and pull 25 pounds • Lift 25 pounds • Squeeze with hands • Climb ladder/stool/stairs • Flex, abduct and rotate all joints freely	Draw up solutions/medication in a syringe Take vital signs Insert catheters Transmit information electronically Position patients Assist with transfer and ambulation of patients Walk without a cane, walker, or crutches Respond rapidly to emergency situations Perform CPR and physical assessment Prepare and administer medication via all routes (oral, IV, IM, sub-q, topical) Operate a fire extinguisher Evacuate patients Enter data specific to patients (orders, nurses notes, vitals, etc.) via paper chart or electronic chart
Professional behavior • Convey caring, respect, sensitivity, tact, compassion, empathy, tolerance and a healthy attitude toward others • Perform safe effective nursing care for clients	Professional behavior is expected in clinical, classroom, or other settings. Professional behavior includes acts of omission and commission, verbal, and non-verbal communication, written or electronic communication.

JAX STATE
SCHOOL OF NURSING

NURSING TECHNICAL STANDARDS	CLINICAL EXAMPLES
• Comply with school and health care agency policies • Comply with school Scholar's Code • Relate to others in a respectful manner, with zero tolerance for incivility, aggression, or violence • Accept responsibility and accountability for one's behavior • Takes action to protect the public from unsafe, illegal or unethical practice of others	Complies with professional standards such as the ANA Code of Ethics, legal standards set forth by the Alabama Board of Nursing, and the JAX STATE Nursing Scholar's Code Show respect for differences in patients, peers, faculty, staff, co-workers. Establish rapport with patients/clients. Participate in healthy negotiation when conflict exists. Refrain from verbal or non-verbal acts of disrespect, incivility, aggression, or hostility. Function effectively in situations of uncertainty and stress. Immediately notifies supervisor of inability to meet expectations or of mistakes. Accept constructive criticism and modify behavior accordingly. Maintain professional rapport among interprofessional team members
Reading • Read and understand written English • Read and comprehend documents essential for patient safety (e.g., medication information, physician orders)	Read, interpret, comprehend chart information Read measurement marks
Mathematical competence • Read and understand columns of writing (e.g., flow sheets) • Read/interpret digital displays • Calibrate equipment • Convert numbers to and from metric system • Read graphs • Tell time • Measure time • Count rates (e.g., drip rates) • Use measuring tools (e.g., thermometers, measuring devices) • Add, subtract, multiply, divide • Compute fractions • Use a calculator	Accurately calculate medication dosages Consistently demonstrate proficiency in calculation exams Accurately chart patient data using graphs or flowsheets
Analytical/Critical Thinking • Effectively read, write, and comprehend English	Apply the nursing process in clinical situations Recognize and prioritize patient problems Identify and report patient findings suggestive of a change in patient status.

NURSING TECHNICAL STANDARDS	CLINICAL EXAMPLES
• Consistently demonstrate critical thinking that results in safe effective patient care • Transfer knowledge from one situation to another • Problem solve • Recognize when assistance is indicated • Prioritize • Recognize and take immediate action in critical situations • Recognize and immediately report changes in patient's status	Seek supervision appropriately. Use assessment data to determine nursing diagnoses and patient's plan of care. Recognize cause-effect relationships Prioritize tasks Synthesize knowledge and skills Sequence information Process communication and information Evaluate outcomes and modify actions Perform all aspects of the nursing process within a reasonable time frame Intervene in critical situations with appropriate nursing interventions
Emotional stability • Demonstrate a mentally healthy attitude • Establish therapeutic boundaries with patients • Respect professional boundaries between students and faculty • Recognize professional vs. unprofessional attitudes and behavior • Function effectively under stress • Adapt to changing environment • Deal with unexpected occurrences • Monitor own emotions and responses	Effectively handle strong emotions Focus attention on priority tasks Provide clients with emotional support Handle multiple tasks concurrently Conduct self professionally in conflict situations Accept accountability for actions Constructive criticism results in behavior modification Responses to emotional situations must be appropriate and professional

Table 3: Requirements, Standards, Examples

REQUIREMENTS	STANDARDS	EXAMPLES
Acquiring fundamental knowledge	1. Ability to learn in classroom and educational settings 2. Ability to find sources of knowledge and acquire the knowledge 3. Ability to be a life-long learner 4. Novel and adaptive thinking	• Acquire, conceptualize and use evidence-based information from demonstrations and experiences in the basic and applied sciences, including but not limited to information conveyed through online coursework, lecture, group seminar, small group activities and physical demonstrations • Develop health care solutions and responses

REQUIREMENTS	STANDARDS	EXAMPLES
		beyond that which is rote or rule-based
Developing communication skills	1. Communication abilities for sensitive and effective interactions with patients (persons, families and/or communities) 2. Communication abilities for effective interaction with the health care team (patients, their supports, other professional and non-professional team members 3. Sense-making of information gathered from communication 4. Social intelligence	• Accurately elicit or interpret information: medical history and other info to adequately and effectively evaluate a client or patient's condition • Accurately convey information and interpretation of information using one or more means of communication (verbal, written, assisted (such as TTY) and/or electronic) to patients and the health care team • Effectively communicate in teams • Determine a deeper meaning or significance in what is being expressed • Connect with others to sense and stimulate reactions and desired interactions
Interpreting data	1. Ability to observe patient conditions and responses to health and illness 2. Ability to assess and monitor health needs 3. Computational thinking 4. Cognitive load management	• Obtain and interpret information from assessment maneuvers such as assessing respiratory and cardiac function, blood pressure, blood sugar, neurological status, etc. • Obtain and interpret information from diagnostic representations of physiologic phenomena during a comprehensive assessment of patients

JAX STATE
SCHOOL OF NURSING

REQUIREMENTS	STANDARDS	EXAMPLES
		• Obtain and interpret information from assessment of patient's environment and responses to health across the continuum • Obtain and interpret for evaluation information about responses to nursing action • Translate data into abstract concepts and to understand data-based reasoning
Integrating knowledge to establish clinical knowledge	1. Critical thinking, problem solving and decision-making ability needed to care for persons, families and/or communities across the health continuum and within (or managing or improving) their environments – in one or more environments of care 2. Intellectual and conceptual abilities to accomplish the essential of the nursing program (for example, essentials of nursing education) 3. New-media literacy 4. Trans disciplinarity 5. Design mindset	• Accomplish, direct or interpret assessment of persons, families and/or communities and develop, implement and evaluate of plans of care or direct the development, implementation and evaluation of care • Critically assess and develop content that uses new media forms, and to leverage these media for persuasive communication • Literacy in and ability to understand concepts across disciplines • Represent and develop tasks and work processes for desired outcomes
Incorporating professional attitudes and behaviors into nursing practice	1. Concern for others, integrity, ethical conduct, accountability, interest, and motivation. 2. Acquire Interpersonal skills for professional interactions with a diverse population of individuals, families and communities	• Maintain effective, mature, and sensitive relationships with clients/patients, students, faculty, staff and other professionals under all circumstances • Make proper judgments regarding safe and quality care

REQUIREMENTS	STANDARDS	EXAMPLES
	3. Acquire Interpersonal skills for professional interactions with members of the health care team including patients, their supports, other health care professionals and team members 4. Acquire the skills necessary for promoting change for necessary quality health care 5. Cross-cultural competency 6. Virtual collaboration.	• Function effectively under stress and adapt to changing environments inherent in clinical practice • Demonstrate professional role in interactions with patients, intra and inter professional teams • Operate in different cultural settings (including disability culture) • Work productively, drive engagement, and demonstrate presence as a member of a virtual team

Calculation Examinations

The Med-Surg Subcommittee under the purview of the Curriculum Committee will review calculation exams in all clinical courses. The Chief Nursing Administrator/Coordinator of Undergraduate Nursing Programs will be responsible for convening this committee and appointing a committee chair.

- One faculty representative from each semester shall be assigned to this committee.

Pharmacology (NU 306) teaches the calculation component of the curriculum and is exempt from the guidelines contained in this policy except compliance with the rounding rules.

Clinical courses may administer a medication calculation exam each semester prior to students administering medications in the clinical setting.

The exam and answer sheet/Exam Soft® must be submitted to the Med-Surg Subcommittee for approval prior to the first administration and subsequently if any major changes are made to the examination.

The first attempted medication calculation exam grade will be recorded and will count as 2% of the course grade (regardless of whether the student meets the established benchmark). All students must meet 90% proficiency on the calculation exam prior to being allowed to administer any medications in the clinical setting (including preceptorship). Subsequent attempts are worth zero. If more than one attempt is needed, only the first attempt score is calculated at 2% of the course grade.

JAX STATE
SCHOOL OF NURSING

All calculation exams must have at least 20 questions on the exam and the following guidelines must be adhered to:

- No partial credit shall be given.
- 1 ½- 2 minutes time allotment will be given per question.
- All questions must be fill in the blank. Multiple choice questions are not allowed.
- Rounding rules to be used are as follows and should be displayed on each exam:
    - Round to the nearest tenth while calculating. When a final answer is reached for that item:
    - If the answer is less than 1 mL or 1 mg, round to the nearest hundredth.
    - If the answer is greater than 1 mL or 1 mg, round to the nearest tenth (the only exception to this rule is gtt/min which are rounded to the nearest whole number).
    - DO NOT use a trailing zero.
    - ALWAYS use a leading zero.

Faculty members will use discretion with grading medication calculation answers, considering slight variations of an answer may be acceptable depending upon the calculation device and/or calculation method used. For example, a final answer may be 0.964 that rounds to 0.96, but another student may obtain an answer of 0.965 which rounds to 0.97. Faculty should evaluate the calculation process to determine whether or not the student has performed the correct steps. If it is determined that the student has performed the correct steps and error is due to the device, credit should be given. There may also be variations in answers based on calculation method, especially problems requiring multiple steps. If it is determined that the student has performed the steps correctly, credit is given for those problems as well.

Students attending any clinical experience (including preceptorship) must achieve a proficient score of 90% on at least one attempt on a calculation exam. Subsequent attempts are worth zero. If more than one attempt is needed, only the first attempt score is calculated at 2% of the course grade.
The following process will be adhered to for the exam process:

1. All courses should post the Pharmacology Tutorial Video in the Learning Management System.
2. All med calc exams will be administered through electronic testing platform. Testing method may be altered at faculty discretion.
3. All rounding rules should be displayed at the top of the exam.
4. Calculation questions should include unit of measurement in the stem and student must label answers with the unit of measurement. Stem example: Calculate the amount of Lasix to be given in ml. Student answer must include number and unit of measurement (Ex. 4 ml)
5. Administer practice exam with answers prior to the first med calc attempt.

6. Administer med calc exam. If unsuccessful, remediate with course faculty.
7. Administer med calc exam. If unsuccessful, student will attend a formal remediation process with Pharmacology coordinator.
8. Administer med calc exam. If unsuccessful, drop course.

If the student is not successful on the third attempt, the student will not be allowed to continue in the clinical portion of the course. The student must then drop the course prior to the academic penalty date to avoid course failure and meet with their advisor to request re-tracking by the Admissions & Progression Committee. The student will not be allowed to administer medications and will receive a grade of unsatisfactory/zero on the evaluation tool for clinical medication administration until the calculation examination is mastered. The student must adhere to the seven-semester rule for program completion.
Attendance for the first and second medication calculation exam review is **mandatory** for all students who do not make 90%. Students who do not attend the 1st or 2nd calculation exam review with course faculty may not be granted 1:1 time with the designated calculation faculty.

In addition to the above guidelines:

- Sample drug calculation exams will include every type of drug calculation problem that students will be responsible for mastering.
- Each course will implement learning activities that illustrate how each type of problem is solved.
- Opportunities will be given for students to ask questions and seek assistance prior to the first drug calculation exam.
- Each course must include major drugs/drug classifications as applicable to content and should include test items to verify knowledge.

Kaplan Nursing Institutionnel Program-RN
KAPLAN TESTING POLICY

Kaplan Nursing Institutional Program-RN® is an external company that JAX STATE School of Nursing collaborates with that offers comprehensive NCLEX® preparation assessments, tutorials, skills modules, and solutions that span the JAX STATE Nursing Curriculum. These resources support student preparation for NCLEX® as well as increase critical thinking skills and comprehensive nursing knowledge needed to be a competent nurse in today's workforce.

Proctored Exams and Remediation Requirements
Integrated Testing

Kaplan Integrated Tests are to be used as tools to assist students, faculty, and administrators in determining student and curricular strengths and weaknesses. Test results enable nursing schools and students to identify knowledge and learning deficits in specific content areas. Kaplan Nursing believes that Integrated Tests are one of several indicators of student accomplishments

in basic nursing. Kaplan Nursing recommends that Integrated Tests be used as more of a formative evaluation than a summative evaluation. In other words, the tests should be used to assist in identifying student strengths and weaknesses in nursing knowledge and clinical decision-making. They should not be used as high-stakes exams (Hunsicker & Chitwood, 2018; NLN, 2012; NLN, 2020; Richards, 2020).

The Kaplan Integrated Test results include a total percent correct, raw score, and percentile rank. The percentile rank determines the relative position of the individual's test performance compared to the norm group. The norm group for Kaplan is derived from different geographical locations across the United States and from various types of schools and programs. Kaplan recommends that students perform at or above the 50th percentile rank on all Integrated Tests. The higher the percentile rank, the better a student performed on a test. A student that performed in the 51st percentile performed better than 50% of the students in the norm group on that test. This student is in the top half when compared with the norm group.

Note: Percentile rank is a more accurate indicator of performance than the raw percentage to determine students' success on each individual test. The percentile rank scoring ranges may change slightly from course to course as recommended by Kaplan's test blueprint.

Awarding Points

Integrated Testing

One suggested method of encouraging students and rewarding them for their participation in Kaplan's Integrated Testing program is to award points for test scores and additional points for the time spent with remediation resources (please see Best Practices in Performance Review and Remediation). For example, a maximum of 10 points would be awarded for scores on Integrated Tests plus purposeful and effective remediation. It is best practice for the awarding of points to be consistent across the curriculum in every course that utilizes Kaplan Integrated Testing. Integrated tests will count 10% of the student's total course grade. All points will be awarded once the exam and the exam's remediation has been completed in totality. Purposeful and effective remediation includes the remediation of all questions for a minimum of one (1) minute per question. The Test Reflection Tool should be utilized by students to provide evidence that a purposeful and effective remediation was completed.

JAX STATE's SON Kaplan Grading Plan

Kaplan Integrated Exams will be worth 10% of the total course grade. Kaplan Integrated Exams and Remediation are mandatory for course progression. A student who chooses not to take an integrated exam or complete remediation will fail the course regardless of grade. This percentage will be broken into two parts as follows:

Remediation: 4%

· For the Kaplan system to capture remediation, the student must spend a minimum of one (1) minute reviewing all correct and incorrect questions. However, students should understand that complete purposeful, effective remediation may require more time.: 5 points possible

Exam: 6%
· Example:
· Integrated Exam Percentile Rank Scoring: 5 points possible
o 60 th percentile rank and higher on Integrated Test = 5 points
o 50 th – 59 th percentile rank on Integrated Test = 3 points
o 40 th – 49 th percentile rank on Integrated Test = 1 point
o Below 40 th percentile on Integrated Test = 0 points
Configuration and Set-up in Canvas Gradebook
Faculty should designate two weighted columns in the Canvas Gradebook for Kaplan. One column will be designated for the % related to the Integrated Exam (6%) and the other column should be designated for the % related to Remediation (4%). Both columns will have points awarded as stated above.
See Table 1. below.

Table 1: integrated Exam, Remediation, Total

Integrated Exam	Remediation	Total
6%	4%	10%

Introduction to the product will occur during orientation to upper division in first semester.
All first semester courses (NU 306, 309, & 311) and NU 400 Research and Outcomes Management will not have Integrated exams. NU 302 is JAX STATE School of Nursing's NCLEX-RN Preparatory course and will follow Kaplan's study guide for NCLEX prep which will include an integrated exam along with computer adaptive tests, question trainers, and review sessions.

Absenteeism and Tardiness for Integrated Exams
Students entering late for a Kaplan Integrated Exam will be allowed to stay and have the remaining time to complete the test.
When a student does not arrive for an exam and does not notify the faculty prior to the start time, the student is said to have exhibited unprofessional behavior (no call/no show). Unprofessional behavior of this magnitude will result in a zero for the Kaplan Integrated Exam. Although the student receives a zero, the student must still take the integrated exam on the designated date set by the faculty as Kaplan integrated exams are mandatory for course progression. In addition to completing the integrated exam on the make-up day designated, the student must create a thirty-question focused review test by selecting the highest missed topics and selecting the highest missed level of difficulty per their integrated exam results. The student then must remediate on every question for the focused review and integrated exam per remediation guidelines.

Missing Exams or Assignments Related to Non-payment
Students who miss Kaplan focused review tests or videos due to non-payment, will receive a zero on the assignment.

JAX STATE
SCHOOL OF NURSING

Students who miss a Kaplan integrated exam due to nonpayment will receive a zero for the exam. Although the student receives a zero, the student must still take the integrated exam on the designated date set by the faculty as Kaplan integrated exams are mandatory for course progression. To be eligible for remediation credit (4%), the student must complete purposeful remediation on all integrated exam content. In addition, the student must create a thirty-question focused review test by selecting the highest missed topics and selecting the highest missed level of difficulty per their integrated exam results. The student then must remediate on every question for the focused review per remediation guidelines.

Focused Testing and Other Resources

The use of focused tests and other Kaplan resources will be left to the discretion of the course faculty. Points should be awarded under the categories of homework or quizzes if utilized.

Remediation Best Practices

Kaplan's general recommendations for remediation include:

● Review every question, including questions answered correctly. Sometimes students guess and answer correctly!

● **Review every question a minimum of one (1) minute per question** or longer depending on the complexity of the content, difficulty level of the question, and amount and type of remediation available.

Note:
Integrated tests will not have question, answer, and rationale available after the test because they are secure exams.

Integrated Test remediation will provide the topic of the question and topical content information/remediation. All other tests will have question, answer, rational for correct and incorrect answers and content remediation in the form of written bullet points and video for most.

● The use of Kaplan's reflection tools will be utilized to understand not only what content needs improving but also what test taking strategies need to be learned and/or implemented.

Integrated Exams

Students will complete Kaplan's integrated reflection tool and submit via Canvas with remediation.

Focused Tests

Students will complete Kaplan's focused reflection tool and submit via Canvas with remediation.

JAX STATE
SCHOOL OF NURSING

NCLEX Prep Practice Questions (Question Trainers, QBank, NCLEX Sample Tests)
Students will complete Kaplan's NCLEX reflection tool and submit via Canvas with remediation.

References

Hunsicker, J., & Chitwood, T. (2018). High-stakes testing in nursing education: A review of the literature. *Nurse Educator, 43*(4). 183-186. https://doi.org/10.1097/NNE.0000000000000475

National League for Nursing. (2012). *The fair testing imperative in nursing education: A living document from the National League for Nursing.* https://www.nln.org/docs/default-source/uploadedfiles/about/nln-vision-series-position-statements/nlnvision-4.pdf

National League for Nursing. (2020). *Fair testing guidelines for nursing education.* https://www.nln.org/docs/default-source/uploadedfiles/advocacy-public-policy/fair-testing-guidelines2e88cc5c78366c709642ff00005f0421.pdf

Richards, E. (Spring, 2020). The effectiveness of high-stakes testing and low-stakes strategies in a prelicensure nursing program: A literature review. *ABNF Journal, 31*(2), 67-72.

Grades will be rounded to the nearest whole number.

Example: 59.49 and below = F.
59.5 to 69.49 = D.
69.5 to 79.49 = C.
79.5 to 89.49 = B.
89.5-90 & above = A

11/2013

Deviation in Course or Clinical Sequence

Generic students who, for any reason, do not complete the nursing sequence on a continual basis as scheduled must meet with his/her advisor and request to be resequenced through the Admission and Progression Committee (A&P).

Students who have any deviation in the nursing sequence may be required to validate knowledge and skills from previously completed courses (clinical and non-clinical). Revalidation of knowledge and/or skills may be required prior to resequencing in the Traditional Undergraduate Nursing Program. Enrollment in the RISE program may also be required.
The A&P Committee will review the request for deviation of course or clinical sequence and the projected impact on the classes involved prior to responding to the student's request.

In the event that a student voluntarily chooses to drop any nursing course(s), it should be understood that the student is **not** guaranteed re-sequencing or placement in the course(s) or the nursing program. In the event that a student fails a course, the student is **not** guaranteed re-sequencing in the course or nursing program. The failure of two courses in the nursing program

will result in dismissal from the program. Students must complete the Traditional Undergraduate Nursing Program in seven (7) semesters.

Decisions on re-sequencing are based upon, but not limited to, final or midterm grades in previous courses, class rank order related to previous course grades, clinical performance, and number of seats available. Student decisions to remain in a course in an effort to improve their course grade versus students dropping at midterm to avoid academic penalty may be given priority in re-sequencing.

Courses in semester one (NU 306, 309, and 311) must be taken concurrently. Since all content in first semester courses are closely aligned, if a first semester course is dropped, all first semester courses must be dropped at that time. In the event that a student fails one of the first semester courses, upon approval of re-sequencing by the Admissions and Progression committee, the student will be required to register for that course and the appropriate RISE course (refer to the student handbook's *RISE (Risk Intervention for Student Enhancement) Program Policy* for more information. It is recommended that any student that is at risk for course failure should seek the advice of course faculty and adviser.

To request re-sequencing in the Traditional Undergraduate Nursing Program, the student MUST initiate request through their faculty advisor. Request for Resequencing Forms can be obtained from the Secretary of Chief Nursing Administrator in the Administrative Offices.

The decision of the A&P Committee will be emailed to the student gem account and/or mailed to the address provided by the student on the "Request for Re-Sequencing" form **(**Available in Administrative Office). The letter will contain specific instructions for the student regarding registration and resequencing.

Copies of the letter will be forwarded to the academic advisor, chairperson of A&P, and a copy retained in the individual student's file. If needed, a revised nursing sequence will be specified.
05/2016

RISE (Risk Intervention for Student Enhancement) Program Policy

The Risk Intervention for Student Enhancement (RISE) Program is available for all students considered "at-risk" for being unsuccessful in the traditional baccalaureate of science in nursing program. Students are determined to be "at-risk" if they have to repeat a nursing course for any reason. The purpose of RISE is to offer individualized support for these students within a structured program. Immediately upon failure to progress in the nursing program, the student will:

1. Complete a Request for Change in Nursing Sequence Form (obtained from Chief Nursing Administrator secretary)
2. Become the permanent advisee of the RISE Coordinator.

3. Receive advisement for future sequencing of courses by a collaboration of the RISE Coordinator and the Admission and Progression Committee.

Upon enrollment in the RISE courses, the student will:

1. Purchase the required textbook.
2. Examine individual barriers to their success.
3. Discover an individualized learning style.
4. Learn to take responsibility and accountability with nursing courses.
5. Receive support with time management, study habits, and testing success via scheduled assignments.
6. Make appointments with the RISE coordinator as needed.

The student's enrollment in the RISE Program is for a minimum of two semesters. After which time, a student can ask to exit the program by filling out the "Request to exit from the RISE program form**" (Attachment L).**

The exception to this is if the student will be entering fifth semester. When a student reaches fifth semester, the student is automatically considered to have completed the RISE program.

Upon completion of RISE courses, the student will be required to complete faculty and course evaluations, just as with other nursing courses.

The student may also have the need to re-enter the RISE program after exiting. For example, if a student withdraws from a course in second semester, successfully completes two semesters of RISE, and then fails a course in fourth semester, this will require the student to re-enter RISE for assistance with repeating the fourth semester course. In this case, individual needs of the student will be determined by the RISE Coordinator and will be assisted appropriately.

Operating within JAX State School of Nursing policy to complete the program in seven semesters can be difficult with students who have withdrawn or failed a previous nursing course. Every effort will be made to ensure the success of the student throughout the RISE program.

Credit System

The unit of credit at JAX STATE is the semester hour. In the nursing courses, the credit allocations are derived as follows:

Didactic:	1:1
Clinical:	4:1

Grading System

The following represents the grading system used by the University and the basis upon which quality points are earned. The grade point average (GPA) may be determined by dividing the quality points earned by the number of hours attempted.

A - four quality points per hour (90-100)
B - three quality points per hour (80-89)
C - two quality points per hour (70-79)
D - one quality point per hour (60-69). This grade will not be assigned for EH 098, 099, 101, LS 094, 095, 098, 102, and PHS 099.
NC - No credits (0-69). This grade is assigned only in English 098, 101, LS 094, 095, 097, 098, 104, and
PHS 099.
F - No quality points (0-59). Failing grades may not be removed from the academic record. This grade will not be assigned for EH 098, 101, LS 094, 095, 097, 098, 104, and PHS 099.
P - Passing. Grade given for selected courses as specified in course descriptions in the catalog. The grade of P does not affect the G.P.A. The grade of F on a pass or fail course is computed as a regular F grade.
I - Incomplete - no quality points. See University Catalog for details.
W/P - withdrawn passing.
W/F - withdrawn failing (counts as an F)
X - Audit - no credit.

Transferred grades are accepted according to the letter grade sent by the issuing institution regardless of numerical scale on which the letter grade was based.

Grade Point Averages

The University computes Grade Point Averages on all students. The GPA system ranges from 0-4. Hours attempted are divided into quality points in order to arrive at the Grade Point Average for students entering the Traditional Undergraduate Nursing Program and for students enrolled in nursing courses.

Academic Forgiveness and Second Chance

Traditional Undergraduate Nursing courses are not eligible for Academic Forgiveness and/or Second Chance within JAX State School of Nursing.

Student Grievance Procedure

Information on student grievance procedures can be found at the following link: Grievance Procedure - Online@JAX STATE.

All requests must be initiated through this School.

Attendance, Student Tardiness and Absentee Policy

A Traditional Undergraduate Nursing Program student is held responsible for attending all scheduled classes, exams, labs, simulations, and clinical associated with courses for which he/she

has registered. The policy of JAX STATE Nursing is that there shall be no unexcused absences from exams, labs, simulations, or clinical. Extenuating circumstances, such as hospitalization, will be examined on a case-by-case basis. Students must notify the faculty of any absence or tardy prior to exams, labs, simulations, or clinical. The faculty will instruct students of method of notification.

Class Attendance

Attendance in scheduled classes is important for success in the course. Students should make every effort to attend all classes. An 80% attendance rate in classes may count up to 2% of the total course grade. Please refer to your course syllabus, calendar, and faculty for information related to scheduled classes.

Exams

Students must notify faculty of absence or tardy prior to any scheduled exam. One makeup exam is permitted per course. Makeup exam dates are at the discretion of the course faculty. Faculty reserves the right to validate the legitimacy of the excuse for the tardiness/absence.

Students arriving tardy to an exam will be allowed to take the exam in the remaining time. A second tardy to an exam will be treated as a no call/no show.

When a student does not arrive for an exam and does not notify the faculty prior to the start time, the student is said to have exhibited unprofessional behavior (no call/no show). Unprofessional behavior of this magnitude will result in a 25% deduction of the makeup exam on the first occurrence per course. A second occurrence will result in a zero for the exam in that course.

Scheduled Labs/Validations

Students must notify faculty of tardiness or absence prior to any scheduled lab or validation. Excused absences will result in a rescheduling of the lab or validation.

Unexcused absences for validations will count as one of the three attempts allowed and will be documented as such. Unexcused lab absences will be managed at the discretion of the course faculty.

When a student does not arrive for lab or validation and does not notify the designated faculty prior to the start time, the student is said to have exhibited unprofessional behavior (no call/no show). Unprofessional behavior of this magnitude may result in lab or validation failure.

Clinicals/Simulations

Clinical and simulation start times vary, depending upon agency or experience, and are communicated to students by the course faculty. Students must notify the designated

faculty/preceptor of tardiness or absence prior to any scheduled clinical. Students must notify designated faculty of tardiness or absence prior to any scheduled simulation.

Excused absences from clinical or simulation may result in alternate clinical hours, assignments, or experiences as designated by faculty.

Tardiness to clinical or simulation may result in alternate clinical hours or prescriptive assignments as designated by course faculty. A trend of tardiness to clinical or simulation may result in clinical failure. Patterns of behavior across the program may be considered in determining trends.

Unexcused absences from clinical or simulation will receive an 'unsatisfactory' for the clinical or simulation. Unexcused absences may result in alternate clinical hours or prescriptive assignments as designated course faculty. Two unexcused absences from clinical or simulation will result in a clinical failure for the course.

When a student does not arrive at the clinical site or simulation and does not notify the designated faculty/preceptor prior to the start time, the student is said to have exhibited unprofessional behavior (no call/no show). Unprofessional behavior of this magnitude may result in clinical failure.

Retention and Progression

For purposes of retention and progression, students who fail clinically and drop or withdraw prior to the academic penalty date established by JAX State, will be considered to have incurred a course failure. Should the student drop or withdraw prior to this deadline, the course failure will not be reflected on the student's transcript but will be considered a course failure in JAX State Nursing and will count towards the student's seven semesters.
04/2024

Clinical Agencies

Various hospitals and health agencies in the area are used for student nurse experience. Students provide their own transportation to and from the clinical agencies. A student who rides with another is to provide his/her own liability insurance.

Smoke-Free Environment Policy

Considering health risks and factors related to quality of life for smokers and non-smokers, it is the policy of JAX State School of Nursing, that the environment be designated as a smoke-free environment. NO smoking or the use of electronic cigarettes will be permitted within the building or on building grounds at any time. This policy applies to faculty, staff, visitors, and students.

Appropriate signage will be displayed on the front and rear entrances to the building. Students shall be advised of the policy upon admission to the Traditional Undergraduate Nursing Program and shall be held accountable if a policy violation occurs.

Faculty and staff will be responsible for educating students and visitors of established smoking regulations.
2021

Audio and Video Recording Policy

The purpose of this policy is to establish the procedures and limitations related to audio/video recording of classroom lectures, presentations, and laboratory demonstrations.

It is the policy of JAX State School of Nursing that students can participate in audio or visual recording of lectures, presentations, or laboratory demonstrations within strict guidelines. Recording of lectures, presentations, or laboratory presentations is exclusively authorized for the purposes of individual or group study with other students enrolled in the same class. Any audio/visual recording or edited portion of the recording shall not be reproduced, transferred, or Uploaded to any publicly accessible internet environment such as, but not limited to, social media sites, internet blogs, or live podcasts. Retention of recordings is prohibited. Upon completion of the associated course, students shall destroy all recordings unless specific permission is obtained from the course instructor. Violations of this policy may result in punitive action, including dismissal from the nursing program.

The recording of lectures, presentations, or laboratory demonstrations will be the sole responsibility of the student. Audio/Visual equipment used for recording must not present any disruption of normal class activities. Course instructors reserve the right to deny any recording device deemed to be intrusive, distracting, or otherwise incompatible with normal class activities. 06/2018

Calculator Policy

The student will be permitted to use a non-programmable calculator for the calculation of dosage problems in the classroom and clinical area.
02/2021

Guidelines for Professional Use of Technological Devices in Healthcare

Technological devices are increasingly an important tool in education and healthcare as a means of accessing information and calculating equations commonly used in healthcare. However, these devices can be inappropriate and unprofessional when utilized in improper forums. JAX State School of Nursing maintains the right to regulate the use of these devices in class, laboratory, and clinical settings as outlined in this policy. For the purpose of this policy, technological devices are defined as any technological device used for communication, retrieval, or storage of information, accessing the internet, or creating photographs/videos. Examples of such devices are, but not limited to cellular phones, or tablet/laptop computers. No cellular

phones are to be used in the classroom or lab settings unless approved by the course instructor for educational purposes. Cellular phones or approved technological devices may be used in clinical settings for clinical resource purposes per instructor and agency guidelines and may be accessed in non-patient care areas only. Students are strictly prohibited from using cell phones for personal communication (calls or text messages) in a clinical setting unless explicitly approved by the instructor. Cellular phones or any electronic device shall not be used for taking photographs/videos/recordings of any kind in a clinical setting. The storage of data on any technological device that compromises patient privacy or confidentiality is strictly prohibited. Cellular phones brought into class, lab, or clinical must remain in a non-audible, vibration mode or the OFF position. Emergency calls may be routed through JAX State School of Nursing office. Staff will forward all emergency messages when possible.

All electronic devices (with the exception of the JAX State approved device) are strictly forbidden in testing or test review settings.

Violations of the above policy may result in, but not limited to, additional assignments, zero credit for a test or assignment, course/clinical failure, or dismissal from the nursing program. Please review the JAX State Laptop policy. https://www.JAX STATE.edu/it/laptop/nursing.html

Expression of Appreciation

Students are discouraged from giving faculty gifts at the end of a course/clinical rotation. However, students may freely express their appreciation verbally or with a written note/card.

Nursing Arts Laboratory Policy for Students

The following rules of JAX State School of Nursing Arts Laboratory must be adhered to:

1. No food or drink in lab.
2. No adhesives should be placed on beds, over bed tables, or bedside stands.
3. Dispose of all needles/sharps in proper container.
4. IV arms should only be used on designated tables. Artificial blood will stain if leakage occurs.
5. Remove tape from demonstration models (if used).
6. Students are responsible for returning items to designated location after practicing for check offs.
7. Students should always bring nurse packs to practice and check offs.
8. Students must have a signed disclaimer on file with the Clinical Associate before participating in check offs or practice.
9. A calendar of availability will be provided on each door of the Nursing Arts Laboratory.
10. All students shall wear appropriate attire and personal protective equipment (PPE) in the laboratory as outlined in the Dress Code Policy for Clinical and Laboratory Settings (I:37.00) unless otherwise directed by faculty. 05/2023

JAX STATE
SCHOOL OF NURSING

Procedure for Loan of Laboratory Equipment

Students are allowed to borrow equipment from the JAX State School of Nursing Arts Laboratory with faculty approval and at the discretion of the Director of Lab Operations.
08/2014

Dress Code for Clinical and Laboratory Settings

JAX STATE Nursing partners with multiple facilities, and the student assumes the role of a professional nurse during clinical. The dress code provides a standard for a professional appearance. However, some areas of clinical practice may require a uniform that differs from the norm, and the clinical faculty, in coordination with facility management, will provide guidance regarding unique uniform requirements. The dress code applies to clinical and laboratory settings unless clinical/course faculty state otherwise. Students who do not comply are subject to removal from the clinical area and may receive an "Unsatisfactory" for the clinical objectives that day.

Uniform information:
Clinical scrubs and scrub jackets must be bought from a JAX State approved vendor and must be the approved color (pewter for scrub top and pants; pewter or white scrub jacket).

Additional Uniform Information:

A. Pants must be relaxed or straight cargo fit. No jogger style is allowed.
B. Socks must be solid white and long enough that no skin is visible when sitting.
C. Shirts worn underneath the uniform must be solid white or black, and long sleeve shirts must conform to the arm. Loose-fitting sleeves are not permitted.
D. The uniform must be clean, wrinkle-free, and fit appropriately.
E. The faculty has the authority to determine if a uniform is no longer serviceable.
F. Shoes must be a neutral color with leather uppers/impervious to liquids and a heel measuring one inch or less. The entire shoe must be a neutral color palette, including the visible edge of the sole, any logos, and the laces. Acceptable colors are beige, black, gray, navy blue, and white. They must be clean, and open heels or toes are prohibited.
G. When the uniform is not required, students entering clinical agencies on school-related business should dress appropriately (i.e., dress or dress pants). The lab coat/scrub jacket and picture ID issued by JAX STATE Nursing are required. Inappropriate attire includes but is not limited to blue jeans, shorts, tee shirts, sandals, tennis shoes, or tattered, dirty apparel.
H. JAX STATE clinical attire is not to be worn when functioning as an employee of a healthcare agency or outside of JAX STATE activities.
I. Students must behave professionally while wearing the JAX STATE uniform.
J. Students requiring modified clinical equipment or dress must meet with the Clinical Course Coordinators to make accommodations.

K. Other:

1. **Protective Equipment:** Protective equipment (gloves, gowns, goggles, masks, etc.) must be worn when performing procedures that may cause blood/body fluid exposure. Students must follow the current Centers for Disease Control and Prevention (CDC) guidelines/facility guidelines for clinical dress and personal protective equipment (PPE) during situations such as a pandemic. Students may use cloth masks when appropriate. They must be solid black with no embroidery or customization or black with the JAX STATE logo, available through JANS.
2. **Identification:** Photo ID badges must be displayed on the outermost garment with the student's name and title visible on the right or left chest area of the scrub top, scrub jacket, or lab coat.
3. **Hair**: Hair may have natural color highlights only and must be worn off the face and collar. Barrettes and hairbands should be similar to hair color. A neutral color, such as gray, beige, white, or black, may be used. Hairbands may not exceed 1½ inches in width. Students may be clean-shaven, or the beard and mustache must be trimmed and covered when indicated.
4. **Make-up:** Make-up should appear natural with no artificial eyelashes.
5. **Perfume/Cologne:** Cologne, aftershave, or perfume are not allowed.
6. **Fingernails:** Fingernails must be clean, short, and without polish. Acrylic nails are not permitted.
7. **Jewelry:** Jewelry is limited to an unadorned wedding band (stones of any kind are not permitted), a watch with a second hand (watchbands must be a solid color without stones or other embellishments), and a single pair of "post" earrings in the earlobe only. No hoops or dangling earrings of any kind are permitted. Earrings must be a solid color of gold, silver, diamond, black, white, or beige, measuring no greater than 8mm. Devices associated with ear gauging and body modification/piercing must not be visible. Devices must be removed while in clinical uniform, and students must cover openings with an undecorated, adhesive bandage. Permanent jewelry should not be visible and must be covered using clothing such as socks for anklets, undershirts for necklaces, and beige Coban for bracelets. Some clinical settings do not allow any jewelry, if this is the case, permanent jewelry may have to be removed. Larger openings may require the use of flesh-colored plugs. The clinical/course faculty must approve coverings. This policy does not cover medically necessary body modifications. JAX STATE Nursing reserves the right to evaluate visible body modifications not covered in this policy for appropriateness in the clinical/laboratory settings. Clinical agencies reserve the right to assess visible body modifications and deny student admission into the facility. If clinical requirements are unmet due to clinical agency refusal, the student may be dismissed from the program.
8. **Tattoos:** Visible tattoos must meet clinical agency guidelines. Clinical faculty and the clinical agency reserve the right to ask that tattoos be covered.
9. **Tobacco/Vaping:** Vaping and all tobacco products are prohibited while in uniform.

10. **Gum:** No chewing gum is allowed in the clinical setting.

Student Responsibility for Medical Care

In the event of sickness or injury, students are responsible for all costs related to the provision of medical care, as needed, in the clinical setting. **(See Attachment E)**

Blood and Body Fluid Exposure Policy

Philosophy

JAX State School of Nursing faculty, professional staff, clinical associate/adjuncts, and nursing students adhere to Standard Blood and Body Fluid Precautions. These groups will be referred to collectively as 'individuals' for this policy. One principle of these precautions is to assume that all patients are potential carriers of blood borne disease. In addition, health care workers should assume themselves to be potential carriers. They must exercise caution so as to protect both patients and health care workers from exposure to blood and body fluids.

Individuals are responsible for adhering to the established accidental exposure policies, procedures of the clinical agency, and JAX State School of Nursing with respect to reporting and documentation of the incident. **(See Attachment F)**

Prevention

Individuals are required to receive the Hepatitis B vaccine series, as indicated in the 'Requirements for Hepatitis B Vaccine Policy for Faculty and Students Policy.'

Individuals that present reactions or life-threatening complications must provide written documentation from their health care provider to be exempt from this requirement.

Before entering the clinical setting, all individuals are instructed on Standard Blood and Body Fluid Precautions and post-exposure procedures.

Post-Exposure Protocol

When an individual is directly exposed to or in contact with blood or other potentially infectious materials, the response shall be as follows:

1. If the potential exposure involves a needle stick, puncture injury, cut, or fluid contact, wash the area with soap and water for at least 15 seconds. In the case of a mucous membrane exposure, rinse the site with copious amounts of water or normal saline solution. Irrigate the eyes with commercially prepared isotonic solution in eye wash stations, if available, or with saline solution or clean water. Flush splashes to the nose, mouth, or skin with water.

Nursing Student and Faculty/Professional Staff/Clinical Associate/Adjunct Exposure

1. The nursing student must immediately consult his/her clinical faculty/preceptor and the JAX State Student Health Center at 256-782-5310. Additionally, the student may consider contacting his/her own health care provider, emergency health care provider or infectious disease specialist regarding the prophylaxis. Protocol for exposure can be found on the "Post Blood and Body Fluid Exposure Procedure for Nursing Students Card" included in the Dress Code.
2. Faculty/Professional Staff/Clinical Associate/Adjunct must immediately consult preceptor and the JAX State Student Health Center at 256-782-5310. Additionally, the Faculty/Professional Staff/Clinical Associate/Adjunct may consider contacting his/her own health care provider or infectious disease specialist regarding the advisability of post-exposure prophylaxis. Clinical faculty/preceptor will report the incident to the course coordinator and appropriate agency staff.
3. The health care provider will make the judgment as to whether the exposure warrants prophylaxis. Coordination of the individual's plan of care and follow-up will be the responsibility of the nursing student and the student's health care provider.
4. Once the clinical faculty /preceptor has notified the agency charge nurse or immediate supervisor, it is recommended that the clinical agency's infectious disease nurse, if available, also be notified. An incident (exposure) report should be completed. If the agency will allow, a copy of the report should be obtained and forwarded to the Course Coordinator. If the agency will not provide a copy of the report, the clinical instructor or preceptor should write a memorandum for record to the Course Coordinator, summarizing the details of the exposure. The Course Coordinator will notify the Chief Nursing Administrator or the Coordinator of Undergraduate Nursing Programs within three (3) days that an incident has occurred.
5. Notification of the patient (if the exposure source is known), risk screening of the patient or other diagnostic testing of the patient, if indicated, will be coordinated in accordance with agency policies.
6. JAX State Student Health Center, the exposed individuals' own health care provider, emergency health care provider, or infectious disease specialist will manage the individual's post-exposure baseline and follow-up laboratory tests for bloodborne pathogens. Individuals are responsible for coordinating the release of their initial test results to the health care provider of their choice, if needed. JAX State School of Nursing is not responsible for ensuring the student's compliance with post-exposure care.
7. Nursing students and **Faculty/Professional Staff/Clinical Associate/Adjunct** will be responsible for all costs with regards to their post exposure medical care.

Health Insurance and CPR Policy

All students are required to have proof of valid health insurance and CPR verification while attending clinicals. These verifications are due on the first day of class. Any deviation from this due date is up to the discretion of the Coordinator of Undergraduate Nursing Programs.

JAX STATE
SCHOOL OF NURSING

Health Insurance:

1. The student will complete and submit the "Health Insurance Form" along with a copy of the health insurance card (or verification of payment submitted to the insurance company) for validation. If health insurance is purchased online through a monthly payment system, student must provide proof of active insurance each month**. (See Attachment G)**
2. The Director of Clinical Services will maintain a record of the forms collected the first day of class; the course coordinator is responsible for reviewing the record for their course and ensuring that no student goes to clinical with an outstanding deficit.
3. Prior to onset of clinicals, the forms will be submitted to the Director of Clinical Services.

CPR:

1. The student will present a copy of their current BCLS card (acceptable CPR certification was provided to student during orientation). In the event that the CPR card expires during the student's tenure, a new CPR card will be presented. Students will not be allowed to attend clinical with an expired CPR card. Should the student not be in possession of their CPR card, a written letter on professional letterhead and signed by the instructor of the class is sufficient until the CPR card is received.
2. The Director of Clinical Services will maintain a record of the forms collected the first day of class; the course coordinator is responsible for reviewing the record for their course and ensuring that no student goes to clinical with an outstanding deficit.

06/2023

Requirements for Basic Life Support (BLS) Certification

All students enrolled in the Traditional Undergraduate Nursing Program must maintain and show proof of Basic Life Support certification. Acceptable proof is a valid and current card issued by a Cardiopulmonary Resuscitation (CPR) certification provider. This card is also referred to as a CPR card. Upon entry into the program and at the beginning of each semester, students must show the CPR card to the instructor on the first day of class.

The American Red Cross certifies for one (1) year and calls this class, "CPR for the Professional." The American Heart Association certifies for two (2) years and calls this class, "BCLS for the Healthcare Professional." Agencies typically charge around $50 or more for initial certification and $35 or more for recertification if the student already has a valid CPR card. When inquiring about the class, be sure the class covers:

- *Adult*: one and two rescuer CPR
- *Adult*: conscious and unconscious foreign body airway obstruction
- *Child*: CPR
- *Child*: conscious and unconscious foreign body airway obstruction
- *Infant*: CPR
- *Infant*: conscious and unconscious foreign body airway obstruction

- ☐ Use of pocket mask
- ☐ Use of a bag valve mask
- ☐ Automatic External Defibrillator

Acceptable CPR training must include hands-on training and skills verification! Acceptable CPR cards must be issued through an approved American Heart Association or American Red Cross training agency! Internet based training that provides a CPR "card" that is downloaded from the web is NOT acceptable. If you have questions call the pre-nursing advisor at 256-782-8479.

Procedure for Student Health Appraisals

In accordance with affiliate agencies and JAX State School of Nursing requirements, all students upon admission into the Traditional Undergraduate Nursing Program, and faculty upon hire, are to have a physical examination and subsequent exams while enrolled/employ. The findings are to be reported on the appropriate health forms.

The following procedure outlines STUDENT Initial and annual Health Appraisals and must be completed at the JAX State School of Nursing designated facility.

1. The "Initial Health Appraisal Form" will be made available to the student in the online orientation to be completed upon acceptance into Traditional Undergraduate Nursing. Thereafter, the "Annual Health Appraisal Form" is to be obtained from the JAX State School of Nursing website.
2. The student should then contact the designated facility to arrange an appointment for the "Initial Health Appraisal" to be completed. "Annual Health Appraisals" will be conducted at JAX State School of Nursing by the contracted healthcare providers.
3. The Initial health appraisal must be completed prior to the first day of class for all Traditional Undergraduate Nursing Program students.
4. Subsequent annual heath appraisals must be completed prior to the first day of class.
5. If an individual elects to have a titer, he or she must assume financial responsibility for the test. If the test reveals a non-immune status, the student must follow the Centers for Disease Control (CDC) recommended guidelines.
6. The completed health forms will be reviewed by the designated facility medical review officer and healthcare providers. All deficiencies must be rectified, and the student must be cleared by the designated due date.
7. Any student who does not comply with the policy stated herein will not be allowed to function in the clinical area until the completed health appraisal is submitted to JAX State School of Nursing. Failure to comply with guidelines may result in course failure and possible dismissal from the program. 06/2023

Requirements for Measles, Mumps, and Rubella (MMR) for Students

All nursing students involved in clinical courses must present written documentation of immunity to Measles (Rubeola), Mumps, and Rubella.

- Students born in 1957 or later must do one of the following to be considered immune to measles, mumps, or rubella:
    - Provide documentation of (a) physician-diagnosed measles or mumps disease
    - Provide laboratory evidence of measles, mumps, or rubella immunity from a blood sample titer.
    - Provide evidence of appropriate vaccination against measles, mumps, and rubella (i.e., administration on or after the first birthday of two doses of live measles and mumps vaccines separated by 28 days or more, and at least one dose of live rubella vaccine).
- Students born in 1957 or later without serologic evidence of immunity or prior vaccination should receive 2 doses of MMR, 4 weeks apart.
- Students born before 1957 should discuss the need for MMR vaccination with medical staff at JAX State School of Nursing designated facility if they do not have a history of physician-diagnosed measles and mumps disease (or laboratory evidence of immunity from blood sample titer) and do not have laboratory evidence of rubella immunity. These students may be particularly vulnerable in the event of a mumps outbreak.

If blood titers reveal an "indeterminate" or "equivocal" level of immunity, the student will be considered nonimmune. Further recommendations related to any of the above categories may be made by medical staff at the JAX State School of Nursing designated facility. As a result, the student may be required to sign a "Low Titer Waiver".

Requirements for Tetanus / Diphtheria / Pertussis (Td/Tdap)

All nursing students involved in clinical courses must present written documentation for Tetanus, Diphtheria, and Pertussis. All students who have completed a primary series of a tetanus/diphtheria-containing product (DTP, DTaP, DT, Td) should receive Td boosters every 10 years.

Students should also be given a 1-time dose of Tdap as soon as feasible (give if TD booster has not been received in the last two years).
06/2013

Requirements for Hepatitis B Vaccine

Healthcare personnel (HCP) who perform tasks that may involve exposure to blood or body fluids should receive vaccinations for Hepatitis B. This includes all nursing students involved in clinical courses. The following process should be followed by students of JAX State School of Nursing:

1. Students should provide proof of a 3-dose series of hepatitis B vaccine at 0-, 1-, and 6-month intervals.
    a. If series occurred prior to acceptance to Traditional Undergraduate Nursing, students should provide evidence of series to designated facility.
    b. If series has not occurred or been interrupted, the student should receive series from designated facility. (06/2013)

JAX STATE
SCHOOL OF NURSING

Requirements for Varicella (Chickenpox) Vaccine

All nursing students enrolled in clinical courses must present written documentation of immunity to varicella (chickenpox) through one of the following:

- Having received 2 doses of varicella vaccine given at least 28 days apart
- Having had a physician diagnosis of a history of varicella or herpes zoster or laboratory confirmation of disease
- Demonstrate laboratory evidence of immunity.

Before a student can receive the varicella vaccine, the Alabama Department of Public Health (ADPH) requires a **negative varicella titer**. The ADPH guidelines state that individuals who receive their first dose of varicella vaccine after the thirteenth birthday must be given two doses at least one month apart. If a blood titer test reveals a non-immune status, the student must follow the Centers for Disease Control (CDC) recommended guidelines and receive two (2) doses of vaccine. This is also a requirement from the clinical affiliates that are used for clinical. Students must assume financial responsibility for receipt of the vaccine. Failure to comply with these requirements may result in dismissal from the nursing program.
06/2013

Requirements for TB Skin Test

All nursing students involved in clinical courses must present written documentation for Tuberculosis (TB) screening with negative results (or appropriate treatment if positive). Students will be required to obtain a two-step Tuberculin skin test with the first injection administered and read prior to clinical. Students must also renew their TB skin test on an annual basis.
Students testing positive will be required to comply with the current Centers for Disease Control (CDC) treatment recommendations as directed by the facility designated by JAX State School of Nursing. Failure to comply with the CDC requirements will result in dismissal from the nursing program.
5/2013

Requirements for Influenza (flu)

Influenza is a serious respiratory disease, and it is highly recommended that all healthcare workers submit to yearly vaccinations. Faculty and Students should present proof of vaccination (not mist) or sign the Seasonal Influenza (Flu) Vaccine Declination Form **(See Attachment H)**

Students must assume financial responsibility for the immunization. Failure to comply with these requirements may result in dismissal from the nursing program.
03/2014

Health Insurance Portability and Accountability Act of 1996

JAX STATE
SCHOOL OF NURSING

The Health Insurance Portability and Accountability Act of 1996, referred to as HIPAA, was originally enacted as a means to allow employees to maintain their healthcare coverage when changing jobs, but has grown into regulations for the healthcare industry.

Certain types of patient information are referred to as Protected Health Information and are legally protected under the HIPAA Privacy Regulations and must be treated in a special way.

Protected Health Information encompasses almost anything that can be used to identify the patient such as name and address. It also includes identifiers such as birth date, social security number, medical record number, telephone number, or patient account number. Any piece of information that can be used to discover the individual identity of a specific patient or lead to access to the patient's medical information equals **protected health information**.

Under the HIPAA Privacy Regulations, agencies are required to give patients a copy of its written Notice of Privacy Practices at the time of registration for admission or for an outpatient service encounter. This document will disclose how the agency plans to access, use, and disclose the patient's protected health information.
Failure to abide by the HIPAA Privacy Act of 1996 is a violation of the Professional Scholar's Code and is subject to disciplinary action. Disciplinary action will be enforced against persons who do not follow the privacy policies and procedures that are required under the Health Insurance Portability and Accountability Act of 1996. 05/2009 (**See Attachment I)**

Criminal Background Checks for Students

All nursing students must have a background check completed by the agency designated by JAX State School of Nursing, prior to acceptance in the Traditional Undergraduate Nursing Program. The information obtained from JAX State School of Nursing investigation will be shared with the Nursing Chief Administrator/Chief Nursing Administrator CHPW, and with the administrative personnel at any/all assigned clinical sites or agencies as required by the policies of these agencies or institutions. The information obtained in the reports rendered to the University shall be kept confidential except to the extent necessary in making admission, employment, and clinical assignment decisions.

Policies mandating criminal background checks are congruent with The Joint Commission (TJC), (*TJC Standard HR.1.20.05 requires a criminal background check for staff and students as well as volunteers who work in the same capacity as staff who provide care, treatment, and services*.)

Nursing students must be successfully cleared through criminal background checks, healthcare licensing or certification registries and state boards of nursing prior to engaging in patient contact. 7/2013 (**See Attachment J)**

Process for Students with Positive Background Checks

1. If a positive background is detected, the Chief Nursing Administrator or the Chief Nursing Administrator's designee will contact the student and ask for the following: 1) written explanation of the occurrence; 2) discussion as to how this situation was resolved or will be resolved; (Be sure to include information specific to the punishment, such as probation, rehab, counseling, etc.)

2. Upon receipt of the written information from student, the Chief Nursing Administrator will send information to the Admission & Progression Committee and Coordinator of Undergraduate Nursing Programs and may consult with University Counsel. The Committee and Coordinator of Undergraduate Nursing Programs may meet virtually or in person to provide a recommendation to the Chief Nursing Administrator regarding status of the student.

3. Once the Chief Nursing Administrator is notified regarding the Committee recommendation, he/she will review the case and communicate with the student. If the student is allowed to continue in the program, the Chief Nursing Administrator or their designee must contact agencies to determine where the student can participate in clinical activities. The Director of Clinical Services will track this information each semester and communicate with the student and faculty as needed regarding clinical sites.

07/2013

Impairment and Substance Abuse Testing Policy for Students

I. Philosophy

JAX STATE (JAX STATE) JAX State School of Nursing is committed to maintaining a drug-free workplace and academic environment. In compliance with Federal law, the University has adopted a University Drug-Free Workplace Policy that prohibits the illegal manufacture, distribution, dispensing, possession, or use of a controlled substance. All JAX State School of Nursing students, faculty, and staff must become familiar with and comply with this university-wide policy, which applies to behavior that not only occurs on the University campus but also on property owned or controlled by the University and/or a university-sponsored or University-supervised activity at other locations. This policy is accessible at http://www.JAX STATE.edu/depart/undergraduate/catalog/pdf/JAX STATEcatalogue07-09.pdf. The JAX State School of Nursing Impairment and Substance Abuse Testing Policy, as described below, is intended to compliment the University's Drug-Free Workplace Policy. This policy applies to JAX State School of Nursing students, faculty, clinical associate and adjuncts, professional staff, and students at any time and in any location while in a role affiliated with JAX State.

II. Purpose

For obvious health and safety concerns, Nursing students, faculty, and clinical faculty must conduct health care and educational activities fully in control of their manual dexterity and

skills, mental facilities, and judgment. The presence or use of drugs or alcohol, lawful or otherwise, which interferes with the judgment or motor coordination of nursing students, faculty, and clinical faculty in a health care setting, poses an unacceptable risk for patients, colleagues, the University, and affiliating clinical agencies.

JAX State School of Nursing recognizes its responsibility to provide a safe, efficient academic environment for students, faculty, and clinical faculty and to cooperate with clinical agencies in providing for the safe and effective care of their patients during nursing students' clinical experiences in their facilities. Therefore, the following policy has been adopted to:

1. Prevent substance abuse and/or activities or behaviors a) that are prohibited by the University's Drug-Free Workplace Policy, state or federal laws or b) which may subject the involved student, other individuals, and the University to legal penalties or consequences, or c) which may cause a deterioration of the atmosphere and circumstances under which the care of patients and the nursing educational programs are conducted;

2. Cooperate with affiliating clinical agencies by requiring Nursing students, faculty, and clinical faculty reporting to such agencies to consent voluntarily a) to allow those agencies to drug test the student, faculty, or clinical faculty in accordance with their policies, and b) to disclose any drug testing results to appropriate JAX State School of Nursing officials; and

3. Require all students enrolled in clinical courses in JAX State School of Nursing to submit to pre-clinical testing, random testing, and mandatory drug testing based upon reasonable suspicion of substance abuse.

4. Require all part time clinical faculty to submit to pre-employment testing and mandatory drug testing based upon reasonable suspicion of substance abuse.

5. Require all faculty and full-time clinical faculty employ in JAX State School of Nursing to submit to pre-employment testing, random testing, and mandatory drug testing based upon reasonable suspicion of substance abuse.

III. **Definitions of Terms Used in Policy**

Drug Testing means the scientific analysis of urine, blood, breath, saliva, hair, tissue, and other specimens of the human body for the purpose of detecting a drug or alcohol.

1. Pre-clinical testing means that all students will be tested prior to engaging in any clinical activity and/or patient care.

2. Pre-employment testing means that all faculty and full/part time clinical faculty will be tested prior to employment in JAX State School of Nursing.

3. Random testing means that Nursing students, faculty, and full-time clinical faculty will be arbitrarily selected for drug testing using a computerized system. This testing can occur at any time during employment or enrollment in Traditional Undergraduate BSN Nursing or Graduate Nursing Programs.

4. Reasonable suspicion testing means that evidence exists which forms a reasonable basis for concluding that it is more likely than not that a student, faculty, or clinical faculty has engaged in substance abuse. Facts which could give rise to reasonable suspicion include but are not limited to: the odor of alcohol or drugs, impaired behavior such as slurred speech, decreased motor coordination, difficulty in maintaining balance, marked changes in personality or job performance, and unexplained accidents. Such evidence may come from a professional or expert opinion, layperson opinion, scientific tests, or other sources or methods.

Illegal drug means any drug which is not legally obtainable; any drug which is legally obtainable but has not been legally obtained; any prescribed drug not legally obtained; any prescribed drug not being used for the prescribed purpose or by the person for whom it was prescribed; any over-the-counter drug being used at a dosage level other than that recommended by the manufacturer, or being used for a purpose other than the purpose intended by the manufacturer; and any drug being used for a purpose or by a person not in accordance with bona fide medical therapy. Examples of illegal drugs include, but are not limited to, stimulants, depressants, narcotic or hallucinogenic drugs, cannabis substances, such as marijuana and hashish, cocaine, heroin, methamphetamine, phencyclidine (PCP), and so-called designer drugs and look-alike drugs.

Impaired means that a person's mental or physical capabilities are reduced below their normal levels (with or without any reasonable accommodation for a disability). An impaired student manifests deterioration in the level of function as compared to that previously observed, or the student does not function at a level normally expected under the prevailing circumstances. Impairment may exist in one or more multiple domains, including psychomotor activity and skills, conceptual or factual recall, integrative or synthetic thought processes, judgment, attentiveness, demeanor, and attitudes as manifested in speech or actions. Impairment will include addiction to and/or physical dependence upon chemical substances.

Nursing student means any individual formally enrolled in JAX State School of Nursing in pursuit of the BSN or GRADUATE NURSING PROGRAMS degree, including registered nurses (RN) and students taking courses via distance education, regardless of the specific location of the student.

Faculty means any person employ in the faculty role in JAX State School of Nursing.

Clinical faculty are registered nurses employ full or part time by JAX State School of Nursing to supervise students in clinical settings. Clinical faculty may be hired as adjuncts or clinical associates.

Substance abuse means (a) the manufacture, use, sale, purchase, distribution, transfer, or possession of an illegal drug while on University or affiliated clinical site premises or while participating in any University or affiliated clinical site-sponsored or related activity, including any nursing-related course or clinical training activity; (b) the consumption, possession, or distribution of alcohol, unless approved by the University or clinical agency, by any nursing student, faculty, or clinical faculty while on University or affiliated clinical site premises or while participating in any University-or affiliated clinical site-sponsored or related activity, including any nursing-related course or clinical training activity; and (c) a student, faculty, or clinical faculty's s use of alcohol or any drug in such a way that the their performance in any nursing course, including activities at any clinical site, is impaired.

IV. Policy Requirements

A. Drug and Alcohol Prohibitions and Duty to Notify of Drug/Alcohol Convictions

1. Substance abuse as defined in this policy, or a violation of any term of the JAX State's Drug-Free Workplace Policy while engaged in any University affiliated experience is strictly prohibited. All Nursing students, faculty, and clinical faculty in JAX State School of Nursing courses or programs are required to abide by these rules when reporting to nursing-related courses and clinical experiences and while at affiliating clinical agencies (including parking lots and grounds).

2. Under no circumstance should Nursing students, faculty, or clinical faculty participate in nursing therapy-related courses or clinical activities while they are impaired.

3. Nursing students who violate these rules will be deemed to be unable to meet the essential qualifications/functions of the nursing curriculum. Nursing students determined to have violated these prohibitions shall be dismissed from JAX State School of Nursing.

4. A violation by any Nursing student of any state or federal statute, or regulation established pursuant to such statute, pertaining to the manufacture, improper possession, sale, use, or distribution of a drug or alcohol is strictly prohibited. Any such violation must be reported to the Nursing Chief Administrator/Chief Nursing Administrator CHPW within five days. Such violation, if substantiated, will result in disciplinary action up to and including student's dismissal from JAX State School of Nursing. A Nursing student who

fails to notify the Nursing Chief Administrator/Chief Nursing Administrator CHPW within five days of an administrative action or legal conviction for any such violation shall result in dismissal from JAX State School of Nursing.

5. Faculty or clinical faculty determined to have violated these prohibitions shall result in termination from JAX State School of Nursing.

B. Student, Faculty, and Clinical Faculty's Agreement to Submit to Drug Testing and to Consent to Release of Test Results to Chief Nursing Administrator/Associate Dean CHPW

1. The student, faculty or clinical faculty must agree to submit to drug testing prior to being assigned to an affiliating agency, for random testing, and for reasonable suspicion. The individual shall sign a consent: a) to abide by the drug/alcohol policies and drug testing policies of each affiliating clinical agency in which a student is assigned; b) to submit to any drug/alcohol testing (random or reasonable suspicion) required by JAX State School of Nursing and/or the affiliating clinical agency; and c) to release a copy of any and all drug/alcohol test results to the Nursing Chief Administrator/Associate Dean CHPW (see Attachment A for consent). Failure to sign such consent shall be grounds for non-placement at an affiliating clinical agency and shall result in dismissal from the program in the case of the student or termination in the case of full or part time clinical faculty.

2. A Nursing student, faculty, or clinical faculty's failure to submit to a required drug testing, or attempting to tamper with, contaminate, or switch a sample shall result in dismissal from JAX State School of Nursing.

3. The cost of all drug/alcohol testing required shall be borne by the person or individual depending on what term we want to use being tested.

V. Procedures for Drug Testing Requested by JAX State School of Nursing

A. Procedure for Pre-Clinical/Pre-Employment Drug Testing Requested by JAX State School of Nursing

1. Drug testing for pre-clinical **Traditional Undergraduate Nursing students in first semester** will be arranged by JAX State School of Nursing. The cost of this drug testing will be assumed by the student.

2. Drug testing for pre-clinical for **GRADUATE NURSING PROGRAMS students** will be arranged by the student but must be conducted in a qualified laboratory setting. The cost of this drug testing will be assumed by the

student. The student will be provided a list of specific drugs for testing by the Director, Graduate Studies.

3. Drug testing for pre-employment for faculty and clinical faculty will be arranged by the faculty or clinical faculty. The cost of this drug testing will be assumed by the employee. The faculty or clinical faculty will provide a copy of the drug test to the Dean, College of Health Professions and Wellness.

B. Procedure for Random Drug Testing Requested by JAX State School of Nursing

1. Drug testing for random drug testing will be arranged by JAX State School of Nursing. The cost of this drug testing will be assumed by the Nursing student. Any "non-negative" screening that requires additional testing will be paid by the individual. Failure to comply with all aspects of random testing will result in dismissal from the program or termination of employment with JAX State School of Nursing.

2. Traditional Undergraduate Nursing Program students will be arbitrarily selected for random drug testing using a computerized system. Random drug testing can occur at any time. The individuals will be notified by faculty/staff if his/her name is selected and will be required to report immediately for testing as directed.

C. Procedure for Reasonable Suspicion Drug Testing Requested by JAX State School of Nursing

1. Any Nursing student, faculty, or full/part time clinical faculty who demonstrates behavioral changes reasonably suspected to be related to substance abuse as defined herein will be subjected to testing. A decision to drug test based on reasonable suspicion of substance abuse may be made by a faculty/staff member and/or the clinical agency. The Nursing student, faculty, or full/part time clinical faculty's request to drug test will be documented (see Attachment K) and may be based on a variety of factors, including but not limited to:

    a. observable phenomena such as direct observation of drug use and or physical symptoms or manifestations of being under the influence of a drug.
    b. erratic behavior, slurred speech, staggered gait, flushed face, dilated/pinpoint pupils, wide mood swings, or deterioration of work or academic performance.
    c. information that a student has caused or contributed to an accident that

resulted in injury requiring treatment by a licensed health care professional.

d. substance abuse-related conviction by a court or being found guilty of a substance abuse-related offense in another administrative or quasi-legal proceeding.

2. Drug testing for reasonable suspicion will be arranged by JAX State School of Nursing unless done in cooperation with the affiliating clinical agency. The cost of this drug testing will be assumed by the individual being tested.

D. Collection and verification process

1. Drug testing will be conducted by a certified collector in accordance with established methods and procedures. Confidentiality of the student, faculty, and clinical faculty as well as the validity of the sample will be protected by the testing facility. The procedure for collection as determined by the collection site, will involve a urine sample, securable urine containers, and chain of custody procedures. This procedure ensures that the samples identified to a student, faculty, or clinical faculty actually contain materials from that individual, that the samples are protected from tampering, and that the analysis of them is done in accordance with federal guidelines.

2. The test shall screen for the use of drugs whose use is either illegal, or which are prone to abuse (including alcohol), as determined at the discretion of the Medical Review Officer of the testing facility, training hospital, JAX State School of Nursing, or for the use of any drugs which are reasonably suspected of being abused or used by the nursing student, faculty, or clinical faculty.

3. Non-negative test results will be confirmed by additional testing. If the test is positive, the entirety of the relevant available evidence, including health history, will be used to determine the presence or absence of substance abuse.
4. The Medical Review Officer will notify a Nursing student, faculty, or clinical faculty who has a non-negative drug test. If the results of the individual's test confirm the presence of a prescribed drug (verified negative) the person will be required to obtain a written statement from the prescribing physician or a Substance Abuse Professional (at the discretion of JAX State School of Nursing) stating that the drug level is within prescribed limits and that the level does not indicate abuse. The prescribing physician or a Substance Abuse Professional must indicate that the drug will not interfere with safe practice in the clinical area. The Medical Review Officer will determine the final status of the drug test Positive test results shall be communicated to the Dean and documented in the Nursing students, faculty, and clinical faculty records in JAX State School of Nursing. A positive substance abuse test shall result in dismissal

from the program or termination from JAX State School of Nursing.

5. Failure to submit to any form of required drug testing (pre-employment/pre-clinical/random/reasonable suspicion) shall result in dismissal from the program or termination from JAX State School of Nursing.

VI. Confidentiality

All drug testing results will be treated by JAX State School of Nursing as information that is received in confidence and shall not be disclosed to third parties unless disclosure is required by law, the information is needed by appropriate JAX State School of Nursing officials to perform their job functions, disclosure is needed to override public health and safety concerns, or the Nursing student, faculty, or full/part time clinical faculty has consented in writing to the release of the information. The College of Health Professions and Wellness and the University shall have the right to use and disclose the results of drug testing required by this policy in connection with internal academic purposes and in connection with the defense of any student grievance and any claims filed by a nursing student, faculty, or full/part time clinical faculty by his/her personal representative, in any court of law or with any state or federal administrative agency.

VII. Appeal Process

A Nursing student may appeal the School's decision to dismiss or not re-admit a student through the established Student Grievance Procedure.

Used with permission from *The University of Alabama Capstone College of Nursing, Substance Abuse Policy/Drug/Alcohol Testing Policy.*
11/2020

Financial Assistance

Information concerning assistance programs, eligibility and application procedure can be obtained by contacting the Financial Aid Office at 256-782-5006.

Nursing Scholarships

Nursing scholarships are awarded to students enrolled in the Traditional Undergraduate Nursing Program of JAX State School of Nursing. These scholarships are typically awarded each spring. Information regarding scholarships will be made available by the Director of Academic Services, CHPW.

Special Nursing Costs

See Traditional Undergraduate Nursing Program Estimated Expenses 2021. (See Attachment Q)

JAX STATE
SCHOOL OF NURSING

NOTE: All listed costs are estimates only and are always subject to change.

Requirements for Graduation

See JAX State Catalog

Licensure Information

Completion of the B.S.N. degree fulfills one of the qualifications for licensure by examination as listed below. The student is advised to review qualifications for licensure as well as grounds for denial of licensure before beginning the nursing major.

JAX STATE
SCHOOL OF NURSING

Eligibility for RN Licensure by Examination

Qualifications for licensure by examination include:

- high school graduation or equivalent
- good moral character
- successful completion of requirements for graduation from a Board approved registered nursing program (for RN licensure).
- Proof of citizenship

While an applicant may meet the above qualifications, final approval to take the licensure examination and become licensed in Alabama is subject to action by the Board of Nursing.

Student Organizations

Students in JAX State School of Nursing are eligible to participate in all University student affairs. Student nurses are active in the University Student Government Association, sororities, fraternities, ballerinas, athletics, and the religious life of the campus.

Jacksonville Association of Nursing Students

The Jacksonville Association of Nursing Students (JANS) is a constituent of the National Student Nurses' Association (NSNA). JANS/NSNA's collaborative leadership activities can provide opportunities to meet and network with other nursing students. There are opportunities to participate in local, state, regional, and national conventions, educational offerings, as well as hold office at the local, state, and national level. In addition, JANS sponsors various activities through the year which are directed toward university, community, and state projects. Membership information and meeting schedules are available at the JANS office.

Nurses Christian Fellowship

The Nurse's Christian Fellowship was founded in 1940 when small groups of nurses got together, began to pray, and support each other. Meetings include fellowship, bible study, and prayer. Students take the leadership role in this organization, but activities are over seen by a faculty member.

Sigma Theta Tau

Sigma Theta Tau is the International Honor Society of Nursing. The Zeta Xi Chapter of JAX State School of Nursing is chartered by Sigma Theta Tau. The purposes of this organization are to recognize superior achievements and leadership, foster high professional standards, encourage creative work, and strengthen commitment to the ideals and purposes of the profession.

Sigma Theta Tau endeavors to seek out and reward students in baccalaureate or higher degree nursing programs who have demonstrated ability in nursing as evidenced by superior academic achievement. Undergraduate candidates must have completed at least one-half of the required nursing curriculum, have at least a 3.0 GPA, and be in the upper 35% of their class. Graduate

candidates must have completed one-fourth of the master's curriculum and have at least a 3.5 GPA. Other criteria for invitation to join are stated in the Sigma Theta Tau By-laws.

JAX State School of Nursing Ambassadors

Purpose: JAX State School of Nursing Ambassadors will serve as official representatives of JAX State School of Nursing at University functions, JAX State School of Nursing functions, serve as members of the Student Involvement Committee, and assist in recruiting activities.

Eligibility: To be selected as a JAX State School of Nursing Ambassador, students must:
1. Have completed at least one semester of the Traditional Undergraduate Nursing Program**; only students rising to 2nd, 3rd, or 4th semester will be considered. Must have at least two semesters left in the program.**
2. Have a cumulative GPA of 3.0.
3. Be a student in good standing without any ethical, academic, or clinical infractions.

Application Process: Applications will become available during the Spring semester. Eligible students should complete the application process and schedule an interview by the application deadline. The selection process includes: a completed application, essay questions, two nursing faculty letters of recommendation, and an interview. Students chosen as ambassadors will be notified prior to the completion of Spring semester. A training session will take place prior to the Fall semester. **(See attachment R)**

Student Services

Counseling Services

Counseling Services offers personal, educational, and career counseling for JAX State students. Personal counseling is conducted in a private setting under the strictest confidence. Counselors are available on an individual or group basis. Counseling Services also coordinate and advise the Peer Educations student group. The Counseling Services office is located in the Counseling Center Building and more information can be located at www.JAX STATE.edu/ccservices.

Testing Services

More information can be located at www.JAX STATE.edu/studentsuccess/testing/index.html.

Tutoring and Academic Support

The Student Success Center provides a range of academic support services which include tutoring, Supplemental Instruction (SI), academic workshops, and mentoring. JAX State offers FREE tutoring to all students regardless of grade point average or classification. The concept behind tutoring services at JAX State is to model high quality, effective, academic skills, provide content-specific supplemental instruction, and create a connection to the institution. Tutors must combine their content knowledge with empathy, honesty, hoar work, humility, and humor. The

goal of the Student Success Center is to support the university's mission as a learning-centered institution. Student will need to schedule an In-Person or Virtual Tutoring appointment using JAX STATE Navigate. In-person appointments will take place in the Student Success Center, located at the Houston Cole Library, 2nd Floor (256-782-8223). Scheduling information can be found at JAX STATE Student Success - Tutoring and Academic Support.

Career Services

Career Services provides cooperative education to undergraduate and graduate students as well as employment assistance to all students, graduating seniors and alumni. These services consist of employability skills workshops, on-campus interviews, job listings at https://JAX STATE-csm.symplicity.com, career fairs, corporate information, resume' editing, and individual counseling concerning job search strategies. Call (256) 782-5482 to schedule an appointment or visit the website at www.JAX STATE.edu/careerservices to learn more about our services.

Disability Resources

Disability Resources (DR) provides appropriate and reasonable accommodations for students with documented disabilities. It is the goal of DR to ensure that students with disabilities have equal opportunity to achieve their personal academic goals while maintaining the integrity of JAX STATE's academic program requirements. Disability Resources provides reasonable accommodations through a variety of services and programs. Accommodations may include: exam proctoring, special testing procedures, extended time on exams, priority registration, interpreter services, captioning services, readers, note takers, brailed formats, enlarged print materials, alternative formats, and assistive technology. DR is located in the Student Success Center on the second floor of Houston Cole Library. More information regarding DR can be viewed at www.JAX STATE.edu/DR/index.html.

RMC/University Health Center

The RMC/University Health Center is a primary health care facility providing outpatient medical services as well as promoting preventive health measures operating via a joint partnership with Northeast Alabama Regional Medical Center. The Health Center provides outpatient medical services as well as promotes preventive health measures to currently enrolled students, faculty, staff and currently active JAX STATE alumni. Clients are encouraged to make an appointment but walk-ins are welcome.

Services include Primary Care, Urgent Care, Women's Health Care, Men's Health Care, Mental Health Screening, Physicals, Immunizations, Allergy Injections, Medication Management, Laboratory, Attention Deficit Hyperactivity Disorder (ADHD) Treatment. Wellness Check-ups, Health Fairs, Radiology Services (off site), Rehab Services (off site).

Emergency Preparedness and Incident Response Guidelines

JAX STATE
SCHOOL OF NURSING

Please refer to the Emergency Preparedness Guidebook located at: https://www.JAX STATE.edu/police/docs/Emergency-Preparedness-Guidebook.pdf

Attachment A

University Scholars Code Agreement

The students and faculty of JAX State School of Nursing recognize that academic honesty and integrity are fundamental values of the nursing profession and this University community as evidenced by the University Scholar's Code. Students and faculty at JAX State School of Nursing commit to holding themselves and their peers to the high standard of honor required by the University Scholars Code. **Any individual who becomes aware of a violation of the University Scholars Code is bound by honor to take corrective action**.

We, the members of JAX State School of Nursing, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.

I have read and understand the University Scholar's Code. I hereby pledge that on all work submitted at JAX State School of Nursing. I will neither give nor receive unauthorized aid in doing any or all assignments.

_____ _____

Student/Faculty Signature Date

JAX STATE
SCHOOL OF NURSING

Attachment B

Kaplan Student Agreement

"I have read the Jax State School of Nursing Kaplan Policy and acknowledge my understanding of the policy."

"I acknowledge my understanding of the following key items":

- Kaplan assignments/ exams can account for up to 10% of my course grade throughout the curriculum. NU 302 NCLEX Prep will utilize Kaplan according to the recommended study guide provided by Kaplan Inc and course percentages will be decided upon by course faculty.
- If a student is tardy for a Kaplan Integrated Exam, the student will only have the remaining time to complete the exam.
- If a student fails to attend the exam without notifying faculty before the start time, the student will receive a zero for the Kaplan Integrated Exam. The student is still required to take the exam on a faculty-designated date, as Kaplan Integrated Exams are mandatory for course progression. To earn remediation credit (4%), the student must complete remediation on all exam content and create a 30-question Focused Review Test targeting the most-missed topics and highest difficulty levels. All Focused Review questions must then be fully remediated in accordance with the Kaplan remediation guidelines
- Students who miss Kaplan Focused Review Tests or videos due to non-payment, will receive a zero on the assignment.
- Students who miss a Kaplan Integrated Exam due to nonpayment will receive a zero. Despite the zero, the student is still required to take the exam on the faculty-assigned date, as Kaplan Integrated Exams are mandatory for course progression. To earn remediation credit (4%), the student must complete remediation on all exam content and create a 30-question Focused Review Test targeting the most-missed topics and highest difficulty levels from their exam results. All questions on the Focused Review must then be fully remediated according to established Kaplan Remediation Guidelines.

Student Name (Print)	Student ID #
Student Signature	Date

JAX STATE
SCHOOL OF NURSING

Attachment C

Statement of Understanding Regarding Retention Policy

I fully understand that I may only repeat one Traditional Undergraduate Nursing Program course.

I am aware that the Student Handbook for JAX State School of Nursing specific to my entering class is available online at http://www.JAX STATE.edu/nursing/bsn_info.html. During the in-person orientation to the Traditional Undergraduate Nursing Program, I was shown how to access the Student Handbook online.

I have read the Admission Criteria, Retention and Graduation Requirements for the Traditional Undergraduate Nursing Program Policy, and I understand the policy as it applies to dismissal from the nursing program.

I understand that I must complete the program in seven (7) semesters. Failure to complete the nursing program within 7 semesters will result in dismissal.
05/2016

_____
Signature of Student

_____
Date

JAX STATE
SCHOOL OF NURSING

Attachment D

Evaluation of Dress Code Compliance

I am aware of the dress code requirements of JAX State School of Nursing. Because of specific cultural or individual beliefs, I request that the Student Alumni Committee review the implications of my cultural beliefs regarding adherence to the dress code.

Specific details:

_____
_____
_____
_____
_____
_____
_____
_____
_____

JAX STATE
SCHOOL OF NURSING

Attachment E

College of Health Professions and Wellness
Affirmation and Acknowledgement of Risk

I, _____, affirm that I have read my program's Student Handbook and/or Practicum Manual and understand the nature of practicum involving regular engagement in on-site, in-person practicum activities in a health care setting.

_____ I acknowledge that there are certain risks inherent in my participation in this practicum, including, but not limited to risks arising from:

- Driving to and from the practicum site, or while in the course of practicum activities;
- Unpredictable or violent behavior of certain client populations served by the practicum site;
- Exposure to infectious diseases, including tuberculosis or other airborne pathogens (e.g., COVID-19), and hepatitis, HIV or other bloodborne pathogens.

_____Accepting these risks, I hereby fully release and hold harmless JAX STATE (JAX STATE), its Trustees, administrators, faculty and staff, as well as any affiliate, or associated clinical agency of JAX STATE, for any and all claims, damages, costs, causes of action, actions of whatever kind or nature that may directly or indirectly arise out of my participation in clinical training. My release is intended by me and shall be considered a full, complete and general release for any and all injuries or illnesses, and my hold harmless agreement shall be for all costs and expenses, including court costs, attorney's fees, and litigation expenses, for any claim, demand or suit brought against JAX STATE, its Trustees, administrators, faculty or staff, related to any alleged misconduct on my part.

_____In the event of sickness or injury in any clinical setting to which I may be assigned, working, or attending educational instruction or activity as a JAX STATE student, I realize and agree that I am responsible for any and all costs related to the providing of medical care should I become injured, ill or otherwise seek or be required to seek medical diagnostic testing or treatment.

_____I acknowledge that I have been advised that health (medical and hospitalization) and accident insurance is required by many of the clinical agencies utilized in the nursing program and that I must maintain current insurance and carry evidence of coverage at all times. Furthermore, I understand that I am responsible for all expenses associated with sickness or injury irrespective of insurance coverage or lack thereof.

_____ I acknowledge that all risks cannot be prevented and could result in my bodily injury, up to and including death, and agree to assume those risks beyond the control of University faculty and staff. I agree that it is my responsibility to understand and follow the Practicum Site's policies and procedures designed to identify and control risks, including safety and security procedures and bloodborne pathogen policies, and to obtain any immunizations which the

JAX STATE
SCHOOL OF NURSING

Practicum Site may recommend or the University require. I represent that I am otherwise capable, with or without accommodation, to participate in this practicum.

_____ I certify that I understand and will follow safe practices as set by our state and federal government, JAX STATE Administration, the College of Health Professions and Wellness, and my Practicum Site.

_____I acknowledge that participation in this activity is purely voluntary, no one is forcing me to participate, and I elect to participate in spite of and in full knowledge of the inherent risks.

_____I have fully informed myself of the contents of this affirmation by reading it before I signed it. I am legally competent to sign this affirmation and acknowledgement of risk. I assume my own responsibility of physical fitness and capability to perform the activities involved this practicum/fieldwork/clinical experience. I understand if I have any question as to whether a physical or medical condition would prevent my full participation in this course, I should approach the Chief Nursing Administrator of College of Health Professions and Wellness, Coordinator of Undergraduate Programs, the course instructor, or the University's Disability Resources who will discuss possible accommodations.

I, _____, (Print Name) have executed this affirmation and acknowledgement on this DATE:_____.

_____
Signature

JAX STATE
SCHOOL OF NURSING

Attachment F

Possible Exposure to Bloodborne Pathogens
Release of Liability

I _____ am aware that JAX State School of Nursing requires participation in patient treatment and clinical procedures during the course of nursing classes. I am also aware that as a result of my voluntary participation, I may be exposed to infectious diseases and am participating in the clinical work voluntarily.

I have been informed by my clinical instructor/preceptor _____ that on this date I have been involved in an incident that may have resulted in my being exposed to infectious disease. I understand that it is the policy of JAX State School of Nursing to release me from clinical practicum in order that I have the opportunity to seek medical evaluation of risk status and further treatment. It is my decision to refuse to seek medical evaluation for risk status and further treatment. By my signature below, I release JAX STATE, any of its employees, and the participating agency _____ from any liability for injury, illness or infection that may be contracted as a result of this incident.

I am aware that I am responsible for following the agency policies with regards to reporting and documentation of the exposure incident, regardless of my decision to seek medical attention. I understand that I am responsible for any future financial expenses resulting from my decision not to seek medical evaluation at this time, or any expenses resulting in the future should I elect to change my mind and seek care in the future.

_____ _____
Student's Signature Date

_____ _____
Clinical Instructor/Preceptor Date

The signed release of responsibility will be maintained in the student's permanent file.
06/2013

JAX STATE
SCHOOL OF NURSING

Attachment G

HEALTH INSURANCE FORM

Verification of Medical Insurance for _____ (Semester) _____ (Year)

Student's Name (print): _____

Insurance Company: _____

Name of Insured (name on card): _____

Contract #: _____

Group #: _____

Effective date: _____

I certify that the above information is accurate and true. I am fully covered with medical insurance that extends through the end of this semester. I understand if I purchase insurance with a monthly payment, I will provide a monthly receipt. If this insurance status changes before the end of the semester, I will notify my change and will purchase additional insurance immediately. **I understand I cannot attend clinicals unless I am covered with medical insurance. Failure to continue insurance until the end of the semester could result in dismissal from the program.**

Signature of student: _____

Date: _____ Verified By: _____

JAX STATE
SCHOOL OF NURSING

Attachment H

Seasonal Influenza (flu) for Faculty and Students Declination Form

As a faculty member/nursing student of JAX State School of Nursing, I have been advised of the benefits of receiving the flu vaccine.

I understand that are many contributing factors to not being able to receive the influenza vaccine, including but not limited to, the following:

- Concern about side effects
- Allergy to eggs or chicken
- Allergy to Thimerosal, Gentamycin, or Latex
- Possibility of contracting Guillain-Barre Syndrome within 6 weeks of receiving flu shot

I acknowledge that I am aware of the following facts:

- Influenza is a serious respiratory disease that kills an average of 26, 000 people and hospitalizes more than 200,000 people in the United States each year (CDC, 2011).

- Influenza vaccination is recommended for all health care workers to protect clients from influenza disease, its complications and death.

- If I contract influenza, will shed the virus for 24-48 hours before and up to seven (7) days after my symptoms appear. My shedding the virus can spread influenza disease to patients.

- The influenza virus can live on surfaces such as doorknobs and keyboards for 2-8 hours.

- The consequences of my refusing to be vaccinated could result in a life-threatening consequence to my health and the health of those with whom I have contact, including my family, co-workers, and clients.

- I understand that I cannot contact influenza from the influenza vaccine.

- I understand that I may be required to wear a mask or any other preventative gear while attending clinical.

- I understand that I may be required to perform clinicals in certain agencies that require flu shots.

Knowing these facts, I choose to decline the vaccination at this time.

_____ _____

JAX STATE
SCHOOL OF NURSING

Signature **Date**

Attachment I

HIPAA Statement of Understanding

I have read and understand the HIPAA privacy policy. I understand that I am legally responsible for the implementation of these rules in class and clinical areas. I also understand that JAX State School of Nursing or the federal government may enforce disciplinary action for any infraction of these rules.

_____
Student Name

_____
Date

JAX STATE
SCHOOL OF NURSING

Attachment J

Letter of Understanding Regarding Criminal Background Checks

I have read and understand JAX State School of Nursing policies regarding the requirement for criminal background checks. I voluntarily give my consent to the obtaining of one or more necessary reports and the use thereof as outlined in the stated policy.

_____ _____

Print Full Name (Include Middle Name) Date

JAX STATE
SCHOOL OF NURSING

Attachment K

JAX STATE SCHOOL OF NURSING

Consent to and Permission for Drug Screening for Nursing Students, Faculty or Clinical Faculty

I have read, understand, and agree to abide by the impairment and substance abuse testing policy guidelines.

I understand that failure to submit to drug screening will result in dismissal from the nursing program or termination of employment with JAX State School of Nursing.

I understand that a positive drug screen will result in dismissal from the nursing program or termination of employment with JAX State School of Nursing.

I understand that results of my drug screen may be released to clinical agencies.

I hereby release the designated testing agency and its director, JAX STATE, and faculty of JAX State School of Nursing from any claim in connection with the drug screening guidelines.

I understand that in the event any legal action is taken as a result of the drug screening guidelines, confidentiality may no longer be maintained.

_____ _____

Student or Faculty Signature Date

_____

Print Name

This form will be maintained by JAX State School of Nursing and will be disclosed to appropriate clinical agencies upon their request.

JAX STATE
SCHOOL OF NURSING

Report of Reasonable Suspicion of Drug/Alcohol Use

To be completed by the nursing student, faculty, or staff member observing suspected substance abuse.

1. Name of nursing student, faculty, or clinical faculty suspected of substance abuse as defined in policy.

   _____

2. Reasons why you suspect the student, faculty, or clinical faculty of substance abuse. (Be as specific as possible, including times and dates when incidents occurred or unusual behavior was observed, the identity of any particular substance suspected of abuse, if known, and the names and whereabouts of those witnessing the incidents/behavior.) [Staple additional comments/observations to this document]

   NOTE: Some types of information that should be documented if observed or known includes: speech (normal, incoherent, confused, change in speech, slurred, rambling, shouting, using profanity, school coordination (normal, swaying, staggering, lack of coordination, grasping for support); performance (unfair practices, unsatisfactory work); alertness (change in alertness, sleepy, confused); demeanor (change in personality, fighting, excited, combative, aggressive, violent, argumentative, indifferent, threatening, antagonistic); eyes (bloodshot, dilated); clothing (dirty, disheveled); odor of alcohol on breath); other observed actions or behaviors; unexplained absences or tardiness; whether student, faculty, or clinical faculty was found with drugs/alcohol or admitted to use of drugs/alcohol; whether other students, faculty, or staff have complained of the behavior and if so a list of witnesses to the behavior.

   _____

   _____

   _____

3. Based on the information above, it is my opinion that there is reasonable suspicion to believe that this nursing student, faculty, or clinical faculty has engaged in substance abuse as defined in JAX State School of Nursing Impairment and Substance Abuse Testing Policy:

   _____

   Signature of Faculty/Staff Member Approving Drug Test

   Date _____ Time _____

   Printed Name and Title of Faculty/Staff Member: _____

   Printed Name and Signature of Student: _____

JAX STATE
SCHOOL OF NURSING

To be completed by the nursing student, faculty, or clinical faculty to be tested (optional):

Are you taking any medications, or is there any other information you believe might explain your behavior or assist the Medical Review Officer and/or prescribing physician interpreting your test?

The original of this form should be given to JAX State School of Nursing Dean for inclusion in the nursing student, faculty, or clinical faculty's confidential records. It may be disclosed on a "need to know" basis to clinical agencies and/or testing facilities.

JAX STATE
SCHOOL OF NURSING

Attachment L

Request to Exit RISE Program

Instructions: Please fill out page 1 of this form completely. Please type or print legibly and sign and date. Return to the RISE coordinator **no later than the Friday** before the beginning of final exam week. Please email a copy directly to the RISE coordinator and provide the original copy to Mrs. Willingham for your file by the deadline.

In addition to page 1, please print off, fill in your name, and distribute an evaluation sheet to **one** of your course faculty and a clinical faculty member (for a total of two evaluation sheets) to be returned directly to the RISE coordinator. Please be sure and give these evaluations to the faculty in a timeframe that is appropriate so that they may be completed and returned to the RISE coordinator **no later than the Tuesday of final exams week.**

It is the responsibility of the **STUDENT** to verify that these evaluations have been completed and returned by the faculty, so follow-up with the faculty is recommended. If the form and/or evaluation sheets are not submitted on time, the student will not be considered for graduation from RISE.

The student will be informed in writing of the decision regarding graduation from the RISE program after the Admission and Progression (A& P) committee has conducted the end of semester business and recommendations.

JAX STATE
SCHOOL OF NURSING

RISE Program Exit Form

Student Name _____ **Student Number** _____
Current Semester _____ **Semester entered RISE** _____
Projected Graduation Date _____

What circumstances contributed to your requirement to enter the RISE program?

_____
_____
_____
_____

Please provide 5 bullet points that support why you should graduate from the RISE program. Include factors related to tests/course scores, clinical performance, thinking ability, time management and prioritization.

- _____
  _____
- _____
  _____
  _____
- _____
  _____
  _____
- _____
  _____
  _____
- _____
  _____

Additional Comments: _____
_____
_____
_____

Signature: _____ **Date:** _____

FOR ADMINSTRATIVE USE ONLY:
Recommendation from the RISE coordinator: _____ **Graduate** _____ **Retain.**

Decision by the A & P committee: _____ **Graduate** _____ **Retain.**

Date: _____ **Signature** _____

JAX STATE
SCHOOL OF NURSING

Attachment M

Statement of Understanding Regarding Dropping or Failing of Nursing Courses

In the event that I voluntarily choose to drop any nursing course(s), I understand that I am **not** guaranteed re-sequencing or placement in the course(s) or the nursing program. In the event that I fail a course, I am **not** guaranteed re-sequencing in the course or nursing program. The failure of two courses in the nursing program will result in dismissal from the program. Additionally, I understand that I must complete the Traditional Undergraduate Nursing Program in seven (7) semesters.

As noted in policy I:57.00, decisions on re-sequencing are based upon, but not limited to, final or midterm grades in previous courses, class rank order related to previous course grades, clinical performance, and number of seats available. Student decisions to remain in a course in an effort to improve their course grade versus students dropping at midterm to avoid academic penalty may be given priority in re-sequencing.

I understand that the courses in semester one (NU 306, 309, and 311) must be taken concurrently. Since all content in first semester courses are closely aligned, I understand that if a first semester course is dropped, all first semester courses must be dropped at that time. In the event that I should fail one of the first semester courses, upon approval of re-sequencing by the Admissions and Progression committee, I will be required to register for that course and the appropriate RISE course (refer to the student handbook's *RISE (Risk Intervention for Student Enhancement) Program Policy* for more information. It is recommended that any student that is at risk for course failure should seek the advice of course faculty and adviser.

To request re-sequencing in the Traditional Undergraduate Nursing Program, I understand it is my responsibility to initiate a written request through my advisor. *I also understand that it is my responsibility to drop a course. The College of Health Professions or JAX State School of Nursing faculty cannot register/add/drop courses for students.*

Failure to submit a Request for Resequencing Form, may result in a student not being considered for resequencing in the nursing program.

_____
Signature of Student

_____
Date 05/2016

JAX STATE
SCHOOL OF NURSING

Attachment N

Standards for Professional Behavior Agreement

The students and faculty/staff of JAX State School of Nursing recognize that professionalism is a fundamental value of the nursing profession and this University community as evidenced by the Standards for Professional Behavior. Students and faculty/staff at JAX State School of Nursing commit to holding themselves and their peers to the high standard of honor required by the Standards for Professional Behavior. **Any individual who becomes aware of a violation of the Standards for Professional Behavior is bound by honor to take corrective action** (University of Florida, 2006).

We, the members of JAX State School of Nursing, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.

I have read and understand the Standards for Professional Behavior. I hereby pledge that I will maintain the highest level of professionalism in all settings of which I am representing JAX State School of Nursing.

_____ _____

Student/Faculty/Staff Signature Date

JAX STATE
SCHOOL OF NURSING

Attachment O

Traditional Undergraduate Nursing Students Estimated Expenses 2025-2026

The School of Nursing partners with Kaplan's educational services to provide tutorials, case studies, quiz banks, and intuitive assessments, that focus on the fundamentals of becoming a nurse and the essential skills needed to pass the NCLEX. Students will use Kaplan every semester throughout the curriculum; therefore, this product is a mandatory requirement and not optional. The cost is approximately $232 per semester. Each semester, the Kaplan payment must be made with a credit or debit card within the first three weeks of the semester. This payment is non-refundable. The purchase of *the Kaplan product is a course requirement for all students each semester* they participate in the nursing program. If payment is not received by this date, Kaplan resources will be terminated, and the student will lose access. If a student does not have access due to nonpayment and misses an assignment in a course, the student will receive a zero for the assignment. If a student misses multiple assignments, the student may not be successful in passing the course. Students receiving financial aid, scholarships, etc. will be required to purchase the educational product and reimburse themselves once funds are received.

Textbooks

Textbook pricing varies per semester. Students are encouraged to individually decide if the JAX books option is optional for them.

(Estimated costs based upon current new book pricing. Prices may vary and are subject to change)

Tuition Costs and other university fees information can be found at:
http://www.JAX STATE.edu/bursar/fees/index.html

Special Upper Division Nursing Costs (NON REFUNDABLE)

Professional Nursing Fee (NON REFUNDABLE)
$400 per semester
Total $2,000.00

Health Insurance
(Required for participation in clinical practicum experiences)

You **MUST** have **active** insurance coverage that spans the entire semester enrolled. Each semester proof of health insurance is required. It is the student's responsibility to choose health insurance. ***JAX STATE does NOT offer health insurance****. Insurance plans vary in cost*

Initial Health Appraisal (JAX STATE Student Health Center)

Each student is required to have a physical and drug screen at the JAX STATE Student Health Center. Student JAX STATE ID card and health insurance card is required at appointment. Immunizations including two-step TB test, Hep B, MMR, etc., can be done at other agencies, however proof should be provided to the Student Health Center at appointment. Otherwise, two-step TB test and immunizations will be administered during appointment. Cost of these requirements is determined by agency.

Miscellaneous Fees during Upper Division

$150-$200 for Miscellaneous Equipment (Student Nurse Uniform, stethoscope, shoes, etc)

JAX STATE NURSING
BSN STUDENT HANDBOOK

Attachment P

JAX STATE School of Nursing Ambassador Application

Name: _____

Current Semester of Traditional Undergraduate Nursing (Please circle/highlight): 1 2 3.

Current GPA (to be verified by JAX State School of Nursing staff): _____

Past Leadership Experience:

Past Service Activities:

Essay Question (Choose only one of the prompts below):

1.) **Discuss what JAX STATE and JAX State School of Nursing means to you:**

2.) **Discuss what kind of image you think a nursing student at JAX STATE should display:**

3.) **What skills do you think you have that would contribute to the purpose of JAX State School of Nursing Ambassadors?**

Faculty Recommendations: Please list the two faculty you have asked to provide a reference:

1.
2.

For internal Use Only:
Interview Scheduled: _____

JAX STATE NURSING
BSN STUDENT HANDBOOK

ADMINISTRATION OF JAX STATE SCHOOL OF NURSING

DEAN OF COLLEGE OF HEALTH PROFESSIONS AND WELLNESS

Matthews, Tracey (2020) BS, University of Connecticut, MS, Springfield College, PhD, Springfield College
256-782-5428 E-Mail – tdmatthews@jsu.edu

CHIEF NURSING ADMINISTRATOR/CHIEF NURSING ADMINISTRATOR COLLEGE OF HEALTH PROFESSIONS AND WELLNESS

Gulledge, Elizabeth (2006) BA, Auburn University; ADN, Southern Union State Community College; BSN and MSN, JAX STATE; PhD, University of Alabama at Birmingham
Professor of Nursing/Chief Nursing Administrator of Nursing/Chief Academic Officer
256-782-8129 E-Mail – gulledge@jsu.edu

FACULTY OF JAX STATE SCHOOL OF NURSING

Akisanya, Oye (2012) BSN and MSN, JAX STATE, PhD, University of Alabama at Birmingham
Assistant Professor of Nursing E-Mail – akisanya@jsu.edu

Barker, Ashley (2018) BSN Nursing, JAX STATE
Lab Faculty, CHPW E-Mail-atbarker@jsu.edu

Bobo, Lori (2012) BSN, MSN and EdD, JAX STATE
Associate Professor of Nursing E-Mail – lbobo@jsu.edu

Bopp, Jalyn (2026) BSN and MSN JAX STATE
Instructor of Nursing E-Mail- jbopp@jsu.edu

Bowlin, Ashley (2020) BSN, MSN, JAX STATE, DNP JAX STATE
Instructor of Nursing E-Mail-atbowlin@jsu.edu

Chandler, Yolanda (2017) BSN and MSN, JAX STATE, DNP, JAX STATE
Assistant Professor of Nursing Email-ychandler@jsu.edu

Duckett, Melissa (2013) BSN and MSN, JAX STATE, DNP, JAX STATE
Assistant Professor of Nursing E-Mail – mduckett@jsu.edu

Frank, Jennifer (2004) BSN and MSN, JAX STATE, DNP, JAX STATE
Assistant Professor of Nursing E-Mail – jfrank@jsu.edu

Gramling, Serena (2011) BSN and MSN, JAX STATE, PhD, Mercer University
Assistant Professor of Nursing E-Mail – sgramling@jsu.edu

Hand, Jennifer (2021) BSN, JAX STATE, MSN, University of South Alabama
Instructor of Nursing E-Mail- jfhand@jsu.edu

Hudgins, Jamie (2019) BSN, University of South Alabama, MSN, University of Alabama at Birmingham
Instructor of Nursing E-Mail- jhudgins@jsu.edu

Key, Wendy (2017) BSN and MSN, JAX STATE, DNP JAX STATE
Instructor of Nursing E-Mail –wokey@jsu.edu

Killen, Tammy (2014) BSN and MSN, University of North Alabama
Instructor of Nursing E-Mail- tkillen@jsu.edu

McDonald, Jenna (2019) BSN and MSN, University of Alabama at Birmingham
Instructor of Nursing E-Mail-jlnabors@jsu.edu

Mikel, Dana Stacy (2018) BSN and MSN, JAX STATE, DNP, JAX STATE
Assistant Professor of Nursing E-Mail- dmikel@jsu.edu

Morrow, Tammy (2005) BSN and MSN, JAX STATE, DNP, JAX STATE
Assistant Professor of Nursing E-Mail – tmorrow@jsu.edu

Munster, Danyel (2020) BSN and MSN, JAX STATE, DNP, JAX STATE
Assistant Professor of Nursing E-Mail-dmunster@jsu.edu

Ouellette. Merri-Morgan (2022) BSN Auburn University, MSN, and DNP University of Alabama at Birmingham,
Instructor of Nursing E-Mail – mouellette@jsu.edu

Pearce, Allison (2014) BSN and MSN, JAX STATE
Instructor of Nursing E-Mail abpearce@jsu.edu

Ragsdale, Brooke (2018) BSN and MSN, Nursing, JAX STATE
Lab Faculty, CHPW E-Mail - bragsdale@jsu.edu

Shirley, Leigh Ann (2026) BSN and MSN, JAX STATE
Instructor of Nursing TBA

Tisdale, Kristi (2022) BSN University of Alabama at Birmingham, MSN, Samford University
Instructor of Nursing E-Mail – ktisdale@jsu.edu

Westbrook, Hannah (2022) BSN and MSN, JAX STATE
Instructor of Nursing E-Mail – hwestbrook@jsu.edu

Whittington, Dorothy (2022) BSN Jasksonville State University, MSN, University of South Alabama
Instructor of Nursing E-Mail – dawhittington@jsu.edu

Wilson, Krissie (2019) BSN and MSN, JAX STATE
Instructor of Nursing E-Mail – kawilson@jsu.edu

JAX STATE NURSING
BSN STUDENT HANDBOOK

Wooten, Rachel (2017) BSN and MSN, JAX STATE, DNP Samford University
Assistant Professor
Coordinator of Undergraduate Nursing Programs E-Mail –rwooten@jsu.edu

Youngblood, Alexis (2022) BSN and MSN JAX STATE
Lab Faculty CHPW E-Mail-aryoungblood@jsu.edu

JAX STATE SCHOOL OF NURSING STAFF

Carpenter, Emily (2022)
Administrative Assistant, Nursing E-Mail-emcarpenter@jsu.edu
256-782-8286

Garrison, Meredith (2023)
Academic Advisor I, CHPW E-Mail-mcgarrison@jsu.edu

Johnson, Tammy (2006) BS, UNA; MPA, JAX STATE
Director Academic Resources
256-782-8489 E-Mail – tjohnson@jsu.edu

TBD Director of Clinical Services

Mobbs, Christy (2015)
Paraprofessional Advisor, CHPW E-Mail cmobbs@jsu.edu

Nelson, Patricia (2014)
Senior Lead Advisor, CHPW E-Mail-pnelson@jsu.edu

Pike, Morgan (2017)
Academic Advisor II, CHPW
E-Mail-mpike@jsu.edu

Sessions, Felicia (2016)
Administrative Associate to the Dean CHPW
256-782-5428 E-Mail - fsessions@jsu.edu

Williamson, Sunshine (2025)
Academic Advisor II, CHPW E-Mail-aswilliamson@jsu.edu

Simmons, Hannah (2026)
Administrative Assistant to the Chief Nursing Administrator/Associate Dean CHPW
256-782-8404 E-Mail – hlsimmons@jsu.edu

Wood, Kristi (2018)
Academic Advisor I, CHPW E-Mail-kmwood@jsu.edu

JAX STATE NURSING
BSN STUDENT HANDBOOK

Non-Discrimination Statement

JAX STATE does not discriminate on the basis of sex in the educational programs or activities that it operates. JAX STATE is required, by Title IX of the Education Amendments of 1972 and Department of Education regulations to implement Title IX, not to discriminate in such a manner. This requirement to not discriminate in educational programs and activities extends to employment by the university and to admission thereto. Questions regarding Title IX and the implementing regulations should be referred to JAX STATE's Title IX Coordinator, to the Assistant Secretary of Education for Civil Rights, or to both. For more information about the Title IX grievance procedure, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment and how JAX STATE will respond to such complaints, please visit our Title IX website at www.JAX STATE.edu/titleix or contact our Title IX Coordinator:

Title IX Coordinator

Joshua Robinson
700 Pelham Road North
Jacksonville, AL 36265
256-782-5769
titleix@jsu.edu

Admission Statement

**The term "admitted, admission, accept or acceptance" refers to assessment of select criteria for Traditional Undergraduate Nursing coursework as defined in the JAX STATE Undergraduate catalog.*