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Directory for Enrolled Students
Welcome to the W. Cary Edwards School of Nursing at Thomas Edison State University

Welcome! You have picked an extraordinary time to become a registered nurse and we are thrilled that you have chosen to do so in the Accelerated 2nd Degree BSN Program at the W. Cary Edwards School of Nursing at Thomas Edison State University (TESU).

The world is rapidly changing, as are the healthcare concerns and needs of our communities. Nurses are increasingly being called upon to assume challenging responsibilities and duties as never before. Nurses are being celebrated across the globe. The American Nurses Association (ANA) has designated 2020 the “Year of the Nurse” and the World Health Organization (WHO) has specified 2020 as the “Year of the Nurse and Midwife”, in honor of the 200th birth anniversary of Florence Nightingale. It is a testament to the vital role that nurses play in our society. The recent Covid-19 pandemic has spotlighted this role, as nurses have risen to face every possible challenge in the provision of quality healthcare.

The W. Cary Edwards School of Nursing is here for you – here to prepare you to face the challenges, hard work and unique position of being a registered nurse. For over 35 years, our school has demonstrated that we offer the excellence and experience needed to support our nursing students through the successful completion of their programs and toward nursing careers. Our high-quality programs, experienced clinical educators and online mentors, partnerships with healthcare institutions, community engagement and staff support will nourish you through the rigorous curriculum of the program. Upon completion of the program, you will be prepared and confident to begin your nursing career.

This Handbook is distributed to each student in the Accelerated 2nd Degree BSN Program. It is essential that you read this and all program materials that you have received, as they are tools to help you throughout your studies. Your involvement is crucial to this process, so please feel free to contact us with any suggestions or feedback. You may reach us at nursing@tesu.edu.

We look forward to supporting you during your time at TESU and watching you successfully complete your degree and join the nursing profession.

Sincerely,

Filomela (Phyllis) A. Marshall, EdD, RN
Dean, W. Cary Edwards School of Nursing

Thomas Edison State University 3
Mission and Philosophy

The W. Cary Edwards School of Nursing accepts and upholds the mission of the University in providing distinctive undergraduate and graduate education for self-directed adults through flexible, high-quality, collegiate learning and assessment opportunities. As such, the W. Cary Edwards School of Nursing believes that independent and self-directed study in a mentored, online environment is the hallmark of the academic programs offered to students by the W. Cary Edwards School of Nursing. In this learning environment, the student, as an adult learner, interacts and collaborates with mentors, educators, and peers to create and enhance a dialogue within a community of learners. Through this innovative approach to programming, the W. Cary Edwards School of Nursing actively shapes the nursing profession by preparing nurses who are intellectually curious, clinically competent, and technologically prepared to assume leadership positions at the forefront of healthcare transformation.

The W. Cary Edwards School of Nursing supports the belief that attainment of the bachelor’s degree is essential to the ongoing process of professional nursing education and development. The Bachelor of Science in Nursing (BSN) degree, building on the prior education and experience of the student, prepares graduates to practice nursing in a variety of settings and roles, and provides a foundation for graduate study and lifelong learning. The Master of Science in Nursing (MSN) degree prepares graduates to assume leadership roles in a diverse, technologically challenging, and global healthcare environment, and for advanced study and lifelong learning. The graduate nursing certificate programs offer opportunities for advanced specialized study to master’s-prepared nurses seeking additional opportunities in nursing.

The Doctor of Nursing Practice (DNP) degree prepares nurse leaders to function at the highest level in healthcare organizations. Competencies in organizational leadership, economics and finance, healthcare policy, population-focused care, and technology are emphasized.

Nursing is a dynamic profession that provides an essential service to society. As such, nursing is engaged in multilevel roles and relationships and is accountable to society for its role in improving the health status of the community. Nursing is practiced with respect for human dignity and individual differences. The art and science of nursing requires the ongoing application of specialized knowledge, principles, skills, and values. As a distinct body of knowledge, nursing builds upon theories from various disciplines and works collaboratively with other professions to enhance the health status of individuals, families, groups, and communities.

The client is viewed as an open and dynamic system with unique psychophysiological, spiritual, and sociocultural characteristics. Within this system, the client interacts with the environment and experiences varying states of health. Health is described as a dynamic process fluctuating along a wellness-illness continuum. Nurses assist clients to function and effectively adapt to the environment along that continuum. The environment encompasses numerous factors that affect the development and behavior of clients. These factors have an impact on the client’s ability to function and maintain optimal health status. Nurses are responsible for the promotion, maintenance, and restoration of health.

The W. Cary Edwards School of Nursing is committed to the belief that the School uses a teaching-learning process based on the principles of adult learning; demonstrates effective design and delivery of educational experiences in varied learning environments; provides for collaboration and collegial interaction among mentors, educators, and peers; effectively links theory, practice, research, and technology; and extends its reach to people of diverse ethnic, racial, economic, and gender groups.

Through these beliefs and contributions to the ongoing development of caring, competent, informed, ethical, and accountable nurses, the W. Cary Edwards School of Nursing strives to play an influential and positive role in transforming the future of the practice of professional nursing.
Purpose and Goals

In keeping with the mission of the University and the commitment to provide high-quality education to address the needs of the greater community, the purpose of the W. Cary Edwards School of Nursing is to provide high-quality nursing education programs that meet the needs of RNs and the healthcare community, and the standards of the nursing profession.

THE GOALS OF THE W. CARY EDWARDS SCHOOL OF NURSING ARE TO:

- prepare graduates to assume leadership roles in a diverse society and changing healthcare environment;
- provide nontraditional nursing education programs that meet the needs of adult learners; and
- provide a foundation for advanced study and lifelong learning.

BSN Degree Program Outcomes

The Accelerated 2nd Degree BSN Program is an option under the BSN degree program offerings. Therefore, program outcomes are the same for all BSN students.

Upon completion of the BSN degree program, the graduate will be able to:

- demonstrate the use of critical-thinking skills in the integration of current nursing knowledge and evidence-based findings to direct clinical practice decisions;
- apply knowledge of human diversity, ethics, and safe, client-focused care in the design, implementation, evaluation, and quality management of healthcare across the lifespan;
- demonstrate the use of effective communication strategies to identify, manage, and exchange knowledge with clients, healthcare professionals, and community members;
- analyze the effect of health policy on the organization, financing, and delivery of healthcare;
- use information technology to manage knowledge, communicate information, and facilitate decision making in nursing practice;
- synthesize the multidimensional roles of professional nursing to provide leadership for nursing practice; and
- demonstrate a commitment to advanced study and lifelong learning.

Accreditation

The baccalaureate degree program in nursing, master’s degree program in nursing, and doctor of nursing practice program at Thomas Edison State University are accredited by the Commission on Collegiate Nursing Education, 655 K Street NW, Suite 750, Washington, DC 20001, (202) 887-6791.

> COMMISSION ON COLLEGIATE NURSING EDUCATION (CCNE)
655 K Street NW, Suite 750
Washington, DC 20001
(202) 887-6791
www.ccneaccreditation.org

The baccalaureate degree program in nursing at Thomas Edison State University is accredited by the New Jersey Board of Nursing.

> NEW JERSEY BOARD OF NURSING
PO Box 45010
Newark, NJ 07101
(973) 504-6430
www.njconsumeraffairs.gov/nur/Pages/default.aspx

Thomas Edison State University is regionally accredited by the Middle States Commission on Higher Education.

> MIDDLE STATES COMMISSION ON HIGHER EDUCATION
3624 Market Street
Philadelphia, PA 19104
(267) 284-5000
www.msche.org

This prestigious accreditation is part of a national system of quality assurance that requires colleges and universities to reach a common understanding and agreement as to the standards of quality for American higher education.
**Program Description**

The Accelerated 2nd Degree BSN Program (Accelerated Program) is a full-time 12-month Bachelor of Science in Nursing (BSN) degree program that educates prelicensure students who already have earned a bachelor’s degree in another area of study, to enter the profession of nursing as beginning practitioners. Candidates are required to have previously earned all general education requirements prior to being accepted into the program. The 120-credit Accelerated Program includes 60 credits of professional nursing completed both online and on campus at Thomas Edison State University. A criminal background check, drug screen, health and immunization verification, malpractice and health insurance, and CPR certification are required upon acceptance.

Graduates of the Accelerated Program are eligible to sit for the National Council Licensure Examination for Registered Nurses (NCLEX-RN) in all states in the United States. Satisfactory performance on the NCLEX-RN as prescribed by the respective state results in the graduate being known as a registered nurse (RN). Success on the NCLEX-RN in any state entitles the RN to apply for licensure in every other state.

The policies stated here apply only to students enrolling in the Accelerated Program with degree requirements effective July 1, 2020. Due to the distinct nature of the program, many policies that apply to other W. Cary Edwards School of Nursing students do not apply to students in this program. Please check the Accelerated 2nd Degree BSN Program website or with the BSN advisor with any questions.

Graduates of this program will receive 9 graduate nursing credits included in the BSN degree requirements. Students will be eligible to apply to the MSN program only after they have earned the BSN degree and have successfully passed the NCLEX-RN. The 9 credits (grade of B or better) will be accepted as transfer credit upon admission to the MSN program. Graduate credits that were earned more than seven years prior to the student’s enrollment date may not be applied to either the MSN degree or certificate without the permission of the Dean of the W. Cary Edwards School of Nursing.

**Admission to the Program**

The School of Nursing uses a holistic approach to review applications for the Accelerated 2nd Degree BSN Program. If an applicant meets the basic requirements, they are invited to interview with the Undergraduate Admissions Committee. Submission of an application does not guarantee an interview. Additionally, an invitation to interview does not guarantee admission into the program. All applicants must have the following:

- Official transcripts showing a bachelor’s degree (non-nursing) from a regionally accredited college or university completed prior to acceptance.
- Official transcripts showing an earned cumulative GPA of 3.0 or better in the previous degree.
- Official transcripts showing completion of general education and nursing prerequisites prior to acceptance. (see page 8 for a list of prerequisite courses).
- Official transcripts showing a grade of C (73) or better in all science and statistics prerequisite courses. Note: credit for prior nursing courses will not be accepted.
- An official score report showing scored of 70 percent or higher in each subcategory of the Test of Essential Academic Skills (TEAS).
- A current resume.
- A personal statement that includes why the student wants to be a nurse and why the student should be accepted into the program.
- Contact information for two references (academic and professional)
- For students of foreign universities, all transcripts must be evaluated by an approved agency. An official course-by-course evaluation must be submitted with the application.
- Written and Oral Test of English as a Foreign Language (TOEFL) if native language is not English. Scores should be sent directly from ETS (Educational Testing Service). Photocopied and faxed documents may not be used.
  - The W. Cary Edwards School of Nursing has the discretion to require a nursing applicant to take the TOEFL, regardless of native language, if there is concern about the applicant’s ability to communicate in English.
- Access to and proficiency in using a computer, a printer, and the internet.
- The ability to meet all the Essential Requirements of the clinical program.
System Requirements

Nursing students are advised to have computer capability compatible with the technology specified for the Thomas Edison State University’s online courses, access to presentation software, and, for selected MSN courses, access to spreadsheet software, a microphone, and a webcam.

SYSTEM REQUIREMENTS:
Internet Connection (required):
High-speed connection is recommended. Speeds below 10 Mbps may cause slower loading times for video-heavy courses.

OPERATING SYSTEM:
Windows or macOS recommended
Linux and ChromeOS may have limited functionality for some of our technology and media tools.

BROWSER:
Firefox or Chrome recommended
Edge/Internet Explorer & Safari may have limited functionality for some of our technology and media tools.

OTHER SOFTWARE:
All students receive a Thomas Edison State University email account that provides free access to G Suite for Education (Google).

Some course tools may require browser plugins or other software to be installed. More information is provided in those courses.

PERIPHERALS FOR VIDEO RELATED ACTIVITIES:
Webcam and microphone required. This includes those built into devices. Headphones with built-in microphone recommended

Some courses may require additional hardware. Details on these will be included in those specific courses.

Note: Operating systems, browsers, plugins and other software should be kept up-to-date for security purposes and to ensure proper functionality.

For technical (computer) questions relating to online courses, call (609) 777-5680.

Essential Requirements

Admission to the Accelerated 2nd Degree BSN Program is highly competitive, and applicants are accepted on the basis of their predicted success in the program. The program is extremely demanding physically, mentally, and emotionally. Specifically, the program requires the successful completion of 60 credits within one year. The course work combines a campus-based and online format; in addition, the clinical portion will require students to perform in a stressful direct patient care environment. Because students in this program are required to effectively deliver safe, quality nursing care to patients in the clinical setting, each student must meet all of the Essential Requirements for admission, academic progression, and graduation from the Accelerated Program.

Applicants to the Accelerated Program are presumed to be aware of the following essential requirements. By accepting admission and enrolling in the program, the student certifies that he/she has read these materials and understands the Essential Requirements of the clinical program.

Thomas Edison State University does not discriminate on the basis of disability. If reasonable accommodations will allow a student with a disability to meet these Essential Requirements for participation in the nursing program, Thomas Edison State University will assist the student in making the reasonable accommodations. Students who wish to request reasonable accommodations on the basis of disability will need to self-identify, provide current documentation of the disability from a licensed healthcare professional, and submit a written request for accommodations by the end of the first week of the term.

Thomas Edison State University adheres to the mandates of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. Therefore, the University provides reasonable accommodations for otherwise qualified students who disclose and verify disability to the University. The Center for Disability Services provides assistance to students who wish to discuss reasonable accommodations for verifiable disabilities. Students are responsible for identifying themselves to the ADA coordinator at (609) 984-1141, ext. 3415. The TTY number for hearing-impaired students is (609) 341-3109. Application and information is available at www.tesu.edu or via email at ada@tesu.edu.

The areas of Essential Requirements are as follows:

GENERAL ABILITY
The student is expected to process data that can be integrated, analyzed, and synthesized in a consistent and accurate manner. The student is expected to possess the ability to perceive pain, pressure, temperature, position, equilibrium, and movement.

COMMUNICATION ABILITY
The student is expected to be able to demonstrate effective communication including verbal, nonverbal, written, and observational skills during professional interactions with others. This requires the ability to use the English language to effectively communicate with patients, their families, peers, instructors, and members of the healthcare team. The W. Cary Edwards School of Nursing has the discretion to require a nursing student to take the TOEFL regardless of the student’s native language if there is a concern about the student’s ability to communicate in English.

OBSERVATIONAL ABILITY
The student is expected to be able to make accurate observations to assess the health status of the patient. This includes the functional use of the senses and sufficient motor activity to carry out the necessary assessment and reporting activities that are essential to patient care.
MOTOR ABILITY
The student is expected to be able to perform gross and fine motor movements required to perform safe and comprehensive nursing care. Examples of care that the students must be able to perform include, but are not limited to, turning, transferring, transporting, and exercising patients. The student is expected to have the psychomotor skills necessary to perform or assist with procedures, treatments, assessments, administration of medications, and emergency interventions. Examples include performing cardiopulmonary resuscitation, preparing and administering medication, suctioning of obstructed airways, and protecting patients in the event of fire. The student is expected to maintain consciousness and equilibrium and have the physical strength and mental stamina to meet the demands associated with extended periods of sitting, standing, moving, and physical exertion required to perform satisfactorily in clinical nursing experiences. The student must also have the ability to document patient care by writing or typing on an electronic medical record for long periods of time.

COGNITIVE ABILITY
The student is expected to have the ability to develop problem-solving skills and demonstrate the ability to establish plans of care and set priorities. This includes the ability to measure, calculate, remember, analyze, and synthesize objectives as well as subjective data and make time-sensitive decisions that reflect consistent and thoughtful deliberation of the appropriate data. The student is expected to have the ability to read and understand written documents in English; to listen, speak, write, and reason; and perform mathematical functions at a level that is required to safely care for patients. The student is expected to have the ability to understand in both a written and verbal format the materials presented throughout his or her course of study. The student is expected to be self-directed.

BEHAVIORAL AND SOCIAL ATTRIBUTES
The student is expected to possess the emotional stability required for the use of intellectual, communication/observation, motor, and sensory abilities in order to exercise appropriate judgment and promptly complete all responsibilities attendant to the diagnosis and care of diverse patients in a variety of settings. The student is expected to be able to care for patients, relate to their family members, and work cooperatively with peers, supervisors, instructors, and health team members with honesty, integrity, and civility and without discrimination in relation to race, color, ethnic group, age, gender, sexual orientation, religious or political preference, or ability to pay. The student is expected to have the flexibility to function effectively under stress; that is, the individual is expected to be able to learn to adapt to changing environments, to display flexibility, and to learn to function in the face of uncertainties inherent in the clinical problems of many patients. Concern for others, integrity, accountability, interest, and motivation are necessary personal qualities.

The Essential Requirements identified are derived from the principles contained in the American Nurses Association (2015) Nursing: Scope and Standards of Practice (3rd Edition) and the American Association of Colleges of Nursing (2008) The Essentials of Baccalaureate Education for Professional Nursing Practice. The items previously listed include some examples of care that the student must be able to perform safely, but the care of patients is not limited to those examples. The clinical facility reserves the right to deny placement to a student based on agency requirements.

Program Requirements
The Accelerated 2nd Degree BSN Program requires a previously completed bachelor’s degree in a non-nursing discipline:

- 60 credits in general education and nursing prerequisites earned prior to acceptance.
- 60 credits in W. Cary Edwards School of Nursing credits.
- The 60-credit nursing requirement includes 35 credits of campus-based courses including clinical experiences and 25 credits of online nursing courses. All nursing courses will be completed through the W. Cary Edwards School of Nursing. These courses will be taken as a full-time student and cannot be taken out of sequence. Because of the rigorous nature of the program, outside employment is strongly discouraged.
Accelerated 2nd Degree BSN Program
Nursing Prerequisite Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Developmental Psychology/Lifespan</td>
<td>3</td>
</tr>
<tr>
<td>Anatomy and Physiology I with Lab*</td>
<td>4</td>
</tr>
<tr>
<td>Anatomy and Physiology II with Lab*</td>
<td>4</td>
</tr>
<tr>
<td>Microbiology with Lab*</td>
<td>4</td>
</tr>
<tr>
<td>Chemistry*</td>
<td>3</td>
</tr>
<tr>
<td>Nutrition*</td>
<td>3</td>
</tr>
<tr>
<td>Ethics</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Statistics*</td>
<td>3</td>
</tr>
<tr>
<td>CAMPUS-BASED COURSES</td>
<td>35</td>
</tr>
<tr>
<td>NUR-320: Introduction to Professional Nursing</td>
<td>7</td>
</tr>
<tr>
<td>NUR-328: Health Assessment and Health Promotion</td>
<td>3</td>
</tr>
<tr>
<td>NUR-400: Nursing Care Across the Lifespan</td>
<td>8</td>
</tr>
<tr>
<td>NUR-410: Nursing Care of Vulnerable Populations</td>
<td>8</td>
</tr>
<tr>
<td>NUR-420: Integrating Advanced Nursing Concepts</td>
<td>9</td>
</tr>
<tr>
<td>ONLINE COURSES</td>
<td>25</td>
</tr>
<tr>
<td>NUR-342: Advancing Nursing Practice</td>
<td>3</td>
</tr>
<tr>
<td>NUR-418: Research in Nursing</td>
<td>3</td>
</tr>
<tr>
<td>NUR-428: Leadership and Management in Nursing</td>
<td>3</td>
</tr>
<tr>
<td>NUR-443: Public Health Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NUR-445: Validating Nursing Competence</td>
<td>3</td>
</tr>
<tr>
<td>NUR-529: Health Policy**</td>
<td>3</td>
</tr>
<tr>
<td>NUR-531: Nursing Informatics: Concepts and Issues*</td>
<td>3</td>
</tr>
<tr>
<td>NUR-582: Financial Management in Nursing Practice**</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL</td>
<td>60</td>
</tr>
</tbody>
</table>

*Grade of C (73) or better is required.

**Three graduate courses NUR-529: Health Policy; NUR-531: Nursing Informatics Concepts and Issues; and NUR-582: Financial Management in Nursing Practice will be completed by all BSN degree students as part of the professional nursing requirements. These 9 graduate credits will apply to the MSN degree requirements at Thomas Edison State University upon acceptance to that degree program. Students must earn a grade of B or better in graduate courses for transfer to a graduate program. Graduate credits that were earned more than seven years prior to the student's enrollment date may not be applied to either the MSN degree or certificate without the permission of the Dean of the W. Cary Edwards School of Nursing. Accelerated 2nd Degree BSN Program students may apply to the MSN program after successful completion of the BSN program and passing the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

The 60-credit requirement in general education and nursing prerequisite provide students with a foundation for professional nursing requirements and graduate study. Appropriate credits may be transferred to or earned at Thomas Edison State University. All general education and nursing prerequisite credits must be completed prior to acceptance into the program.

Progression and Graduation Requirements

In addition to course exams, simulation, laboratory, and clinical requirements and other assignments in the onground courses, students will be required to complete standardized ATI assessments.

If the student fails any onground clinical course (with a grade lower than a C+ (78)) the student cannot progress to the next clinical or online course or to the next term. If the student fails any online course with a grade lower than a C (73), they cannot progress to the next clinical or online course or to the next term. A failure in clinical practice will result in a course failure and potentially program dismissal. Tuition is billed on a quarterly basis and not on a per-credit basis. No tuition refunds will be granted after the 21st day of the term. A tuition refund schedule is available on www.tesu.edu/refunds.

Students are expected to comply with all School of Nursing and clinical agency guidelines and performance requirements. Any breach of clinical policy may result in dismissal from the program and/or the clinical site. Students must also be able to meet all the Essential Requirements of the clinical program to progress and graduate.

A criminal background check, drug screen, health exam, titer level, flu inoculation, malpractice and health insurance, and CPR certification are required prior to the onset of clinicals. Compliance, including health insurance, must be maintained throughout the program. Students must comply with any additional requirements of the clinical site. No exceptions. Failure to remain compliant may result in dismissal from the program.

Students are required to purchase all required course materials. Students are required to attend all mandatory events.

READMISSION TO THE ACCELERATED 2ND DEGREE BSN PROGRAM

When a student withdraws from the nursing program, or is unsuccessful in a course, the student will have the option to take NUR-099: Nursing Academic Support in the following term. Pending successful completion of NUR-099, educator recommendation, and an interview, the student may return into the next cohort. When a student withdraws from the nursing program, or is unsuccessful in a course, the student will have the option to take NUR-099: Nursing Academic Support in the following term. Pending successful completion of NUR-099, educator recommendation, and an interview, the student may return into the next cohort.

Students who opt not to enroll in NUR-099 and would like to seek readmission should submit the Intent to Return form to nursing@tesu.edu 60 days prior to their intended return date.

Students who are readmitted are subject to the tuition and policies of the class to which they will be readmitted. Students who are readmitted to the program must submit a $500 nonrefundable deposit (applied toward that term’s tuition) to secure their place in the class.

A student who has been out of the Accelerated Program for more than one year must reapply to the program and pay the application fee. Program admission requirements at the time of application will apply.
### Accelerated 2nd Degree BSN Program Curriculum

Course Sequence Chart for Accelerated 2nd Degree BSN Program Option - 60 Credits

**ONGROUND COURSES AT THOMAS EDISON STATE UNIVERSITY - 35 CREDITS**

<table>
<thead>
<tr>
<th>TERM 1</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NUR-328: Health Assessment and Health Promotion</td>
<td>3</td>
</tr>
<tr>
<td>NUR-320: Introduction to Professional Nursing</td>
<td>7</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>TERM 2</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NUR-400: Nursing Care Across the Lifespan</td>
<td>8</td>
</tr>
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<table>
<thead>
<tr>
<th>TERM 3</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>NUR-410: Nursing Care of Vulnerable Populations</td>
<td>8</td>
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<tr>
<th>TERM 4</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>NUR-420: Integrating Advanced Nursing Concepts</td>
<td>9</td>
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</table>

**ONLINE COURSE - 25 CREDITS**

<table>
<thead>
<tr>
<th>TERM 1</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NUR-342: Advancing Nursing Practice</td>
<td>3</td>
</tr>
<tr>
<td>NUR-529: Health Policy*</td>
<td>3</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>TERM 2</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NUR-418: Research in Nursing</td>
<td>3</td>
</tr>
<tr>
<td>NUR-531: Nursing Informatics: Concepts and Issues*</td>
<td>3</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>TERM 3</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>NUR-443: Public Health Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NUR-582: Financial Management in Nursing Practice*</td>
<td>3</td>
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<table>
<thead>
<tr>
<th>TERM 4</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NUR-428: Leadership and Management in Nursing</td>
<td>3</td>
</tr>
<tr>
<td>NUR-445: Validating Nursing Competence</td>
<td>3</td>
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**TOTAL**

<table>
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<tr>
<th>TERM</th>
<th>Credits</th>
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All prerequisites must be completed before students can begin the program.

*9 graduate credits are earned at the BSN level. Students must earn a grade of B or better in graduate courses for transfer to a graduate program. Graduate credits that were earned more than seven years prior to the student’s enrollment date may not be applied to either the MSN degree or certificate without the permission of the Dean of the W. Cary Edwards School of Nursing.*
Course Descriptions

All courses will have a course platform in the online environment. The campus-based courses NUR-320, NUR-328, NUR-400, NUR-410, and NUR-420 will have a clinical laboratory component as well as an online component. Students are expected to adhere to all online participation course guidelines found in each course.

NUR-099: NURSING ACADEMIC SUPPORT
Students enrolled in the Accelerated Program who have not earned a passing grade in the course after completing the final exam in a clinical nursing course will be given an opportunity to withdraw from the course and enroll in NUR-099: Nursing Academic Support in the 12-week term immediately following. Students enrolled in NUR-099 will not be permitted to enroll in any other courses while enrolled in NUR-099.

NUR-320: INTRODUCTION TO PROFESSIONAL NURSING 7 CR
In this course, students are introduced to the profession of nursing. The theoretic constructs of the metaparadigm of nursing serve as a basis for role development and understanding the practice of nursing. Health promotion, disease prevention, safety, and quality of care provide a context for the practice of evidence-based nursing.

This course is designed to be taken concurrently with NUR-328, NUR-342, and NUR-529. This course is classroom-based with a clinical component and is open only to Accelerated 2nd Degree BSN program students.

NUR-328: HEALTH ASSESSMENT AND HEALTH PROMOTION 3 CR
This course introduces the student to the process of systematic and comprehensive health data collection and assessment. Emphasis is placed on strategies for interpersonal communication, skillful examination techniques, and data validation. Culturally and age appropriate health promotion and disease prevention activities are explored.

This course is designed to be taken concurrently with NUR-320, NUR-342, and NUR-529. This course is classroom-based with a clinical component and is open only to Accelerated 2nd Degree BSN program students.

NUR-342: ADVANCING NURSING PRACTICE 3 CR
This course creates a foundation for transition to baccalaureate nursing practice. An overview of professional practices, standards, and models of clinical competence is provided. Issues related to current nursing practice within the complex healthcare environment are examined. The contemporary role of the baccalaureate-prepared nurse is explored. A reflective learning portfolio will serve as a means to validate professional and academic achievements and growth throughout the program.

*NUR-531: NURSING INFORMATICS: CONCEPTS AND ISSUES (GRADUATE) 3 CR
Nursing Informatics: Concepts and Issues combines knowledge and skills from nursing science, computer science, information science, and cognitive science to design and implement automated systems that support the nursing process in the delivery of healthcare services. Within this course, major topics related to nursing informatics and related fields will be explored. Emphasis is placed on developing an understanding of how automation is used to manage information in healthcare and the nurse’s role in the process. This graduate-level overview course provides required informatics knowledge and skills for all MSN students as well as the foundation for all additional informatics courses. To receive graduate credit, students must earn a grade of B (83) or higher.

NUR-400: NURSING CARE ACROSS THE LIFESPAN 8 CR
This course prepares the student with the knowledge, skills, and attitudes required to provide safe, quality nursing care to the childbearing, childrearing, and gerontological client. Family-centered care, including health education and advocacy, are emphasized as essential to ensure high-quality health outcomes. Nursing care for clients with selected altered health states are discussed with application to client-focused clinical practice.

This course is designed to be taken concurrently with NUR-418 and NUR-531. Completion of NUR-320, NUR-328, NUR-342, and NUR-529 are prerequisites for these courses. Open only to Accelerated 2nd Degree BSN program students.

NUR-418: RESEARCH IN NURSING 3 CR
The course is designed to increase the professional nurse’s knowledge and use of the research process. Emphasis is placed on reading, interpreting, and evaluating research findings, including considering ethical and practical aspects as a basis for evidence-based nursing practice.

NUR-582: FINANCIAL MANAGEMENT IN NURSING PRACTICE 3 CR
This course introduces nursing professionals to healthcare financing issues in diverse settings of nursing practice. Students will explore financial sources, analyze legislation and reimbursement mechanisms, evaluate business plans, and learn to manage budgets. Students will also consider various approaches for analyzing the financial benefit, effectiveness, and utility of clinical initiatives across diverse populations and clinical settings. To receive graduate credit, students must earn a grade of B (83) or higher.
NUR-410: **NURSING CARE OF VULNERABLE POPULATIONS** 8 CR

In this course, students are provided with the opportunity to examine the needs of individuals, families, and populations who are experiencing vulnerability at the emotional and physiological level. Using the nursing process, students identify client learning needs and implement measures to decrease risk and facilitate health promotion, maintenance, and restoration. Evidence-based practice and professional nursing standards are used to validate judgments and enhance critical thinking in the provision of safe, quality care. Professional role performance is broadened by caring for clients with complex health needs in a variety of acute and community-based settings.

The course is designed to be taken concurrently with NUR-443 and NUR-582. Completion of NUR-400, NUR-418, and NUR-531 are prerequisites for these courses.

This course is classroom-based with a clinical component and is open only to Accelerated 2nd Degree BSN program students.

NUR-443: **PUBLIC HEALTH NURSING** 4 CR

The promotion of health and prevention of illness is the focus of the Public Health Nursing course. Theories from public health, nursing, and social sciences as well as knowledge gained from previous learning, set the foundation for students to critically analyze the health of selected populations in a community. *Healthy People 2020* serves as a guide for the identification of at-risk groups throughout the lifespan.

NUR-420: **INTEGRATING ADVANCED NURSING CONCEPTS** 9 CR

In this course, students integrate advanced nursing concepts and leadership principles to plan and implement care for clients with critical care needs. Contemporary issues related to professional nursing practice are analyzed for their impact on the client, nurse, and the healthcare system. Assimilation into the professional nursing role is initiated with a final clinical transition experience designed to promote student independence and accountability through guidance and collaboration with nurse preceptors and other health team members. Regular clinical hours may vary during this rotation. The student will work the same shift as the assigned nurse preceptor.

This course is designed to be taken concurrently with NUR-428 and NUR-445. Completion of NUR-410, NUR-443, and NUR-582 are prerequisites for these courses. Open only to Accelerated 2nd Degree BSN program students.

NUR-428: **LEADERSHIP AND MANAGEMENT IN NURSING** 3 CR

This course focuses on the development of leadership and management skills needed by professional nurses. Theories and concepts essential to the role of the nurse as leader and manager in a variety of community and healthcare settings are explored.

NUR-529: **HEALTH POLICY (GRADUATE)** 3 CR

During this course, students examine a comprehensive model of policymaking. Course emphasis is on the healthcare trends, forces, and issues that shape health policy. Students, focusing on the core elements of health policy analysis, examine how politics, ethics, economics, and social and cultural variables influence policy development and impact healthcare outcomes. Students also explore the leadership role of nursing in policymaking. To receive graduate credit, students must earn a grade of B (83) or higher.

NUR-445: **VALIDATING NURSING COMPETENCE** 3 CR

Validating Nursing Competence students synthesize prior learning experiences acquired from clinical practice and academic studies. Using standards of professional practice as guidelines for competence, students validate their clinical skills in nursing practice. With the use of reflective learning, critical thinking, knowledge of best practice, and transformative learning, students finalize their e-Portfolio, which provides evidence of their clinical competence as baccalaureate nurse generalists. Validating Nursing Competence, a Capstone course, is the final course in the Accelerated Program.

*9 graduate credits are earned at the BSN level.

Note: Students must earn a grade of B or better in graduate courses for transfer to a graduate program. Graduate credits that were earned more than seven years prior to the student’s enrollment date may not be applied to either the MSN degree or certificate without the permission of the Dean of the W. Cary Edwards School of Nursing.
Policies and Procedures

RETENTION AND PROGRESSION IN THE CURRICULUM

All courses must be taken in sequence. Students must earn a grade of C+ (78) or better in all nursing courses to progress through the curriculum. Accelerated Program students must fulfill the following theory and clinical requirements to successfully progress through the curriculum:

> A designation of “satisfactory” in all clinical rotations and clinical laboratory experiences. Clinical experiences are graded as pass/fail.

> Successful completion of all online courses as outlined in the curriculum plan, with a grade of C (73) or better.

> A cumulative grade of C+ (78) or better is required to graduate.

Academic Standing: Undergraduate Grading System

<table>
<thead>
<tr>
<th>Letter Grade Equivalents</th>
<th>Quality Points</th>
<th>Numerical</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>93-100</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>90-92</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
<td>88-89</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>83-87</td>
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<tr>
<td>B-</td>
<td>2.7</td>
<td>80-82</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
<td>78-79</td>
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<tr>
<td>C</td>
<td>2.0</td>
<td>73-77</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
<td>70-72</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>60-69</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
<td>Below 60</td>
</tr>
</tbody>
</table>

I: Incomplete (temporary grade)
IF: 0  Below 60  Academic Integrity Violation
ZF: 0  Below 60  Academic Integrity Violation

INCOMPLETE/EXTENSION – Accelerated Program students cannot request or receive a grade of incomplete or extension in any course due to sequential pattern of the program.

WITHDRAWAL – Students may withdraw from only one course, one time throughout the program. Students who withdraw will have the option to enroll in NUR-099: Nursing Academic Support. Pending successful completion of NUR-099, educator recommendation, and an interview, a student may have the option to return in the next cohort.

REPEATS – Students may repeat only one course, one time, including NUR-099. A second course failure results in dismissal from the program. A course from which a student has withdrawn cannot be repeated if they have previously failed. Students who fail two courses in the program are not permitted to return in a future cohort. For information regarding readmission, see Page 9.

STANDARDIZED TESTING

Standardized exams are integrated throughout each course to evaluate student learning.

ATI TESTING

ATI resources and assessments will be utilized throughout each term of the program. These ATI tools, in combination with the Accelerated Program nursing curriculum at TESU, assist students to prepare effectively, helping to increase their confidence and familiarity with nursing concepts. ATI proctored assessments will validate student strengths and identify areas in need of improvement. Students will have access to online tutorials, practice tests, ATI modules, and focused reviews to facilitate mastery of knowledge necessary for success in the nursing program and ultimately on the NCLEX-RN exam. ATI assessment outcomes are included in course grades.

CLASSROOM EXPECTATIONS

> Attendance at all scheduled classes is mandatory.

> In the event of an absence, the student will notify the nurse educator via the Private Mentor Forum in Moodle.

> Students are responsible for obtaining the missed class materials. Class content will not be retaught.

> Students will be asked to submit documentation for absences (i.e., physician’s note, obituary notice).

> Absence from class may place the student in jeopardy of course failure.

> Professional behavior and appearance is expected at all times. Students should refer to the University Code of Conduct Policy found online at www.tesu.edu/academics/catalog.

> Use of cell phones and texting in class is prohibited.

> Assignments submitted after the last day of the term will not be accepted unless prior arrangements have been made with the mentor or educator.
EXAMINATION POLICY
The following policies are observed:

> No books, notebooks, graphic calculators, cell phones, or any electronic devices will be permitted at the student’s testing seat.
> All examinations are mandatory on the scheduled test date.
> Students are expected to arrive on time for the exam. If a student is late, no additional time will be allocated.
> If a student arrives more than 15 minutes late to an exam, for any reason, they will have to make up the exam at a later date.
> It is the student’s responsibility to notify the nurse educator immediately in the event the student is to be absent on the day of a scheduled examination.
> The student must contact the nurse educator to reschedule an examination within 24 hours of the missed exam. An alternate exam will be given.
> All efforts will be made to have grades posted to the course gradebook within a minimum of one week.
> All students with a grade below 78 percent are required to schedule an appointment with an educator within one week of exam failure to develop a remediation plan.
> No books, graphic calculators, cell phones, or any electronic devices will be permitted during exam review.

PLAGIARISM
The expectation at the W. Cary Edwards School of Nursing is that the principles of truth and honesty will be rigorously followed in all academic endeavors. Students must abide by the University Code of Conduct as outlined in the online University Catalog at www.tesu.edu/catalog. These behaviors include, but are not limited to:

> The work completed will be done by the person who purports to do the work without unauthorized aids.
> Consistent with APA format, the student must attribute the source of the material utilized. This refers to use of language, information, and some ideas not his/her own, whether quoting them directly or paraphrasing them into their own words.
> Online course mentors or nurse educators suspecting plagiarism will refer students to the assistant dean.

APPEALS
All students in the W. Cary Edwards School of Nursing will follow University policies on academic appeals as outlined in the online University Catalog at www.tesu.edu/catalog. Appeals are to be submitted only after a course ends.

COMPLAINTS
The W. Cary Edwards School of Nursing student complaint policies are congruent with the University complaint policies and procedures. Students are directed to the online University Catalog at www.tesu.edu/catalog for information.

PROFESSIONAL AND PERSONAL CONDUCT
Students must follow all Accelerated 2nd Degree Nursing Program policies and procedures detailed in the Accelerated 2nd Degree BSN Program Student Handbook as well as the Thomas Edison State University Academic and Non-Academic Code of Conduct Policies. Students are expected to have read the American Nurses Association’s Code of Ethics and the American Nurses Association’s Position Statement on Incivility, Bullying, and Workplace Violence. The W. Cary Edwards School of Nursing adheres to the ANA’s Position Statement on Incivility, Bullying, and Workplace Violence and believes that the Code of Ethics is non-negotiable. All nurses and nursing students have an obligation to uphold and adhere to its ethical precepts.

POLICY AGAINST DISCRIMINATION AND HARASSMENT
The W. Cary Edwards School of Nursing is in compliance with University policy against discrimination and harassment. Please see the online University Catalog for more information at www.tesu.edu/catalog.

BACKGROUND CHECK
> The W. Cary Edwards School of Nursing requires a background check on all students entering the Accelerated Program. Certain affiliated agencies or facilities have the right and/or responsibility to preclude students who have a history of criminal activity, sexual abuse, or child abuse from the assigned facility.
> A criminal check may be done on an as needed basis while the student is in the program.
> A student who is returning to a nursing course after more than a one year leave of absence will need to have a repeat criminal background check.
> After graduating from the Accelerated Program, the student will be eligible to sit for the National Council Licensure Examination for Registered Nurses (NCLEX-RN), which will allow the student to practice as a registered nurse. Acceptance to Thomas Edison State University does not guarantee that all licensure eligibility requirements have been met. State boards of nursing determine who is eligible to sit for the NCLEX-RN after completing the requirements of an educational program. Previous convictions, misdemeanors, felonies and specific physical/psychological conditions, including substance abuse, are also considered when determining eligibility status. It is the student’s responsibility to contact the New Jersey State Board of Nursing or the state in which one plans to take the NCLEX-RN via the National Council of State Boards of Nursing (www.ncsbn.org) prior to
enrolling in the W. Cary Edwards School of Nursing, if clarification is needed. Please note that Thomas Edison State University will not intervene in individual matters concerning state board eligibility requirements associated with any of the above issues.

SPECIAL NEEDS ACCOMMODATION POLICY
The W. Cary Edwards School of Nursing is committed to a policy of equal opportunity and diversity. The University is in compliance with the American Disability and Rehabilitation Act of 1973. The School and University provide reasonable accommodations to qualified individuals with officially documented physical, mental, and learning disabilities. With these accommodations, students must be able to meet the program requirements. Documentation, including specific recommendations for all students with disabilities, is required prior to giving accommodations. Once the documentation has been submitted to the ADA coordinator, reasonable accommodations will be made for the student. Students are responsible for identifying themselves to the ADA coordinator at (609) 984-1141, ext. 3415. The TTY number for hearing-impaired students is (609) 341-3109. Application and information is available at www.tesu.edu or via email ada@tesu.edu.

REPORTING CHANGE OF ADDRESS, TELEPHONE NUMBER AND/OR NAME
Students of the Accelerated Program must immediately notify the program assistant and nurse educator of any change of address, telephone number, or change of name. To do this, students must email nursing@tesu.edu. Additionally, to notify the University, students must complete the Student Data Change Form found at www.tesu.edu/studentforms.

CONFIDENTIALITY OF STUDENT RECORDS
The W. Cary Edwards School of Nursing is in compliance with University policy with respect to the Family Educational Rights and Privacy Act of 1974 (FERPA). Please see the online University Catalog for more information at www.tesu.edu/catalog.

GRADUATION REQUIREMENTS
The awarding of the Thomas Edison State University Bachelor of Science in Nursing degree from the W. Cary Edwards School of Nursing signifies graduation and eligibility to take the NCLEX-RN Licensing Examination. Once graduation requirements are met, the dean of the School will send the letter of program completion to the New Jersey Board of Nursing. Additional requirements include:

> Successful completion of the program of study as outlined in the curriculum plan.
> Satisfaction of all fees and/or debts to Thomas Edison State University and the New Jersey State Library.
> Verification that student records are complete.
> Completion of all course requirements.
> Successful completion of the “onground” ATI NCLEX Review.
> Submission of the Request for Graduation form with a fee according to University guidelines.
Clinical Education and Performance Guidelines

GUIDELINES FOR NEEDS IMPROVEMENT (NI) AND UNSATISFACTORY (U) CLINICAL PERFORMANCE
> The nurse educator will notify the student of the needs improvement or unsatisfactory clinical performance on the day of the occurrence.
> The specifics of the NI or U clinical performance will be documented on the clinical performance evaluation tool.
> The nurse educator will assist the student in identifying strategies for improvement in NI and U areas using a clinical improvement plan.
> If the student is assigned to a new nurse educator within the semester, the nurse educator will be apprised of the clinical performance and the improvement plan.
> Repeated NI in the same competency may result in a U.

CLINICAL WARNING
> A student will receive a clinical warning if he/she has failed to improve his/her Unsatisfactory/Needs Improvement clinical performance guidelines in accordance with the documented improvement plan.
> The student will be notified verbally and in writing of the clinical warning; a copy of the documentation will be placed in the student's file.
> An additional improvement plan will be identified by the student with input from the nurse educator.
> The student will remain on clinical warning until the unsatisfactory clinical performance is resolved. All Unsatisfactory and Needs Improvement must become Satisfactory in order to progress onto the next clinical course.
> Any student who receives more than one clinical warning is at risk of failing the clinical education component of an on-ground course.

CLINICAL DISMISSAL
A clinical dismissal may be initiated if the student exhibits unsafe or unethical clinical practice. Unsafe clinical behavior that is in violation of the standards of professional nursing practice includes, but is not limited to the following:
> Failure to adhere to institutional policies and professional standards that serve to safeguard the client.
> Inability to consistently apply previously learned concepts to the clinical experience.
> Violation or omission of essential elements of safe nursing care.
> Failure to be self-directed, accountable, and accept responsibility for own behavior.
> Failure to recognize and report a change in the client’s condition that could prove harmful.
> Requiring continued direct supervision and presence of the nurse educator to complete nursing care, thereby jeopardizing the supervision and learning of other students.
> Inability to conform to the professional values and behaviors required of the professional nurse.
> Unsatisfactory performance or failure to improve Needs Improvement in accordance with documented improvement plan may lead to the failure of a course and dismissal from the program.

CLINICAL EXPECTATIONS/RESPONSIBILITIES
> All clinical experiences are mandatory whether held in the clinical laboratory or clinical practice settings.
> Students demonstrating unsafe or unethical clinical practice not consistent with course objectives, ANA Standards of Professional Nursing Practice, ANA Code of Ethics, and clinical agency policy are subject to immediate dismissal from the program.
> Students are required to comply with all clinical agency policies, protocols, and procedures.
> Students must be prepared and arrived on time for the clinical experience. Students who are unprepared or arrive late for their clinical experiences may be sent home and may be at risk for failing the clinical component of an on-ground course.
> Students who come to clinical or laboratory and appear to be in an impaired state will be evaluated. Students will be subject to disciplinary action and possible dismissal based on evaluation findings.
> Additional clinical responsibilities are identified on the clinical performance evaluation tool.
> Failure to meet the clinical competencies and course objectives will result in a clinical failure and subsequent failure of the course.

CLINICAL ABSENCE
Attendance at all clinical and laboratory experiences is mandatory. Attendance at clinical and laboratory experiences is essential to the achievement of course objectives and success in the program. Student absence from clinical or laboratory experiences is subject to nurse educator review in regard to the student’s ability to meet course objectives.
> If a student is absent from clinical, he or she is to notify the assigned clinical instructor, the nurse educator, and the clinical absence line at the W. Cary Edwards School of Nursing at (609) 633-6460 x3276.
Students will be asked to submit documentation for absences (i.e., physician’s note, obituary notice). Documentation must be submitted in the Private Student Mentor Forum.

Makeup of clinical and laboratory experience is mandatory and will be scheduled by the nurse educator. More than two clinical absences places a student at risk for course failure.

CLINICAL ATTIRE

> Students will wear ID badges at all times at all clinical experiences. If an ID badge is lost, the student must report it to security and pay for a new badge.

> All attire, including uniforms, must be clean, wrinkle free, neat, and in good condition at all times. Students must maintain a clean and well-groomed appearance.

> The approved student uniform consists of burgundy pants, a white top, and a white lab coat. Undergarments must not be visible through uniforms. Shirts worn underneath uniforms must be white.

> All uniform clothing must be purchased from the W. Cary Edwards School of Nursing uniform vendor. Information regarding the approved uniform will be distributed during orientation.

> Students are to be in complete uniform when at clinical experiences. Necessary equipment includes ID badge, pen with black permanent ink, bandage scissors, watch with a second hand, and stethoscope.

> No denim, sweat clothes, or shorts are permitted in any clinical, including the clinical laboratory.

> Clean white sneakers with clean white laces will be worn with white socks. Clogs, sandals, cloth sneakers, backless or high platform shoes are NOT acceptable.

> The use of cosmetics for clinical experience should be at a minimum. Perfume, cologne, or aftershave lotion may not be used when on clinical.

> Fingernails should be trimmed and clean. Artificial nails are not allowed. Only clear nail polish on natural nails is allowed.

> All hair and hair accessories must be neat, clean, and off the collar. Beard and mustache must be clean and neatly trimmed or student must be clean shaven. Long hair must be secured in a bun above the collar.

> The only jewelry (in addition to a watch) that can be worn with uniforms are small sized studs for pierced ears. Only two small sized studs per ear are permitted to be worn, and only on the lower lobe. Visible body jewelry and facial piercings are NOT permitted.

> No tattoos are to be visible.

COUNTERSIGNING STUDENT NOTES

The student is responsible for obtaining the nurse educator’s signature on all clinical documentation.

SAFETY EVENT/MEDICATION ERROR

If the student is involved in a safety event at the clinical site, such as a medication error or exposure to blood/body fluids, the student must immediately report this event to the nurse educator and the registered nurse assigned to the patient. A Safety Report form must be completed with the nurse educator’s assistance.

CLINICAL PERFORMANCE EVALUATION

The evaluation of clinical performance is based on the course objectives. Clinical competencies are delineated below each objective and will be rated in accordance with the following scale. Each clinical competency under the course objective on the evaluation tool will be rated on a Satisfactory/Needs Improvement/Unsatisfactory basis. To earn a passing grade in an on-ground course, the student must pass the clinical, simulation, and laboratory course components, by receiving satisfactory in all areas.

S = Satisfactory
The clinical performance/behavior is in accordance with standards of safe nursing practice and meets the criteria specified for that point in the curriculum.

NI = Needs Improvement
The clinical performance/behavior is within the standards of safe nursing practice, but is not consistently in accordance with the criteria specified for that point in the curriculum.

U = Unsatisfactory
The clinical performance/behavior is not in accordance with standards of safe nursing practice specified for that point in the curriculum and/or failure to demonstrate improvement in areas previously identified as “Needs Improvement.”

N/A = Not Applicable/Not Available
The clinical experience was not applicable/not available.

CLINICAL CREDENTIALS POLICY

The New Jersey State Board of Nursing requires that the health program include: pre-entrance and periodic health examinations, an immunization policy, and that appropriate cumulative student health records be maintained throughout the enrollment of the student. All clearance and student health records are to be submitted through American DataBank at www.tesunursingbackground.com.

The criminal background requirements must be completed using American DataBank. Please follow the application directions at www.tesunursingbackground.com. Results will be returned to the student and to the School. Health requirements, malpractice insurance, and other requirements must be submitted by the student in accordance with policies that are outlined by American DataBank.
Prior to initiating clinical experiences, students in the Accelerated Program are required to:

> Meet the standards of the New Jersey State Board of Nursing as well as standards required by clinical facilities to which they are assigned.
>
> Enroll in the American DataBank management system for clearances and health information at www.tesunursingbackground.com, and pay all designated fees for both services.
>
> Complete criminal background check through American DataBank. This criminal background clearance is required and must be current. If a student has a positive background, for any reason, they may be dismissed from the program until their record is expunged.
>
> Complete all other clearances through www.tesunursingbackground.com maintained by American DataBank. Any offense (arrest, conviction, misdemeanor, felony, etc.) on a student’s record may prohibit him/her from progression into the nursing program. If the offense is eligible to be expunged, the student is encouraged to seek legal counsel. If the student’s record is cleared, once the record shows as “clear” the student is eligible for readmission for the following year provided all other eligibility requirements are met.
>
> Maintain current cardiopulmonary resuscitation (CPR) competency for healthcare professionals through the American Heart Association. Proof of current American Heart Association will need to be submitted at www.tesunursingbackground.com with the immunization and health information.
>
> Health and malpractice insurance information must be faxed or electronically uploaded to American DataBank. Any student who has registered for clinical courses and has not submitted proof of current health and malpractice insurance coverage will be withdrawn from the courses. Note: if a student is injured or requires medical attention at the clinical site, the cost of care will be billed to the student’s health insurance. All costs are the responsibility of the student.
>

**Clinical Education and Performance Guidelines**

**Drug Testing Policy for Clinical Education**
A student will not be permitted to progress into nursing courses unless the students’ comprehensive drug screen is negative. Drug testing is done according to protocol outlined on the American DataBank website, www.tesunursingbackground.com.

Students with a positive drug screen will NOT be permitted to progress into the program. If the drug screen is positive, the student will be advised at that time as to his/her options.

Should the student have any questions or concerns, he/she can contact American DataBank at (800) 200-0853 (toll free) or via email to support@americandatabank.com.

**Health Requirements**
Please follow the health requirement directions at www.tesunursingbackground.com. All requirements must be met prior to a student starting his/her clinical experience and maintained throughout the course of the program. Failure to comply may result in an administrative withdrawal from a course or a course failure.

Should the student have any questions or concerns, he/she can contact American DataBank at (800) 200-0853 (toll free) or via email to support@americandatabank.com.
Federal and State Law Information

COMPLIANCE WITH FEDERAL AND STATE LAW

- The Civil Rights Act of 1964 prohibits discrimination because of race, color, religion or national origin.
- Public Law 90-202 prohibits discrimination because of age.
- Title IX of the 1972 Education Amendments prohibits discrimination because of sex.
- Family Education Rights and Privacy Act of 1974 was designated to protect the privacy of education records to establish the right of students to inspect and review their education records and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings.
- American Disabilities Act grants equal opportunity for admission and program progression to all qualified individuals without regard to disability. The W. Cary Edwards School of Nursing will make reasonable accommodations for the otherwise qualified individuals who can meet the admission and program standards.
- Health Insurance Portability and Accountability Act (HIPAA) of 1996 protects the privacy of health information.
- New Jersey Registered Nurse Practice Act defines the scope of nursing practice.

Security and Emergency Information

PARKING/TRANSPORTATION
Students must register their car’s make, model, and plate number with Thomas Edison State University during orientation. Free parking will be provided by Thomas Edison State University. Parking for students at clinical agencies will be provided after submission of vehicle information.

Transportation to and from outside clinical agencies is the responsibility of the student. For public health nursing clinical experiences, students must have access to their own vehicle.

BADGES
If a student leaves the program for any reason, they are required to return all access badges to the School of Nursing within one week. Failure to do so will result in a financial hold on the student’s account.

WEATHER RELATED UNIVERSITY CLOSINGS/EMERGENCY NOTIFICATIONS
In the event of inclement weather, notice will be placed on the University website and a text message will be sent via cell phone. Emergency notifications related to the University will also be sent via text message.

GEORGE A. PRUITT HALL SECURITY
Students may contact the security desk at 301 W. State Street at (609) 599-9443, ext. 4325. Contact numbers for clinical agencies will be provided.
LIBRARY AND EDUCATIONAL SERVICES AND RESOURCES

The New Jersey State Library, which is an affiliate of the University, offers Thomas Edison State University students access to many resources for study. The Library may be contacted through the University website at www.tesu.edu. Additional educational resources may be accessed through the University website at www.tesu.edu and at sites identified for students in the online nursing courses. Information on library services is provided with enrollment materials. Students are also encouraged to take advantage of college and public libraries in their communities. Through their interaction online in the nursing courses as well as access to the moderated discussion board for all enrolled students on the University website, students may inquire and share information about additional learning resources.

A Capital Health (CH) library facility is located on each campus and staffed by professional librarians and library assistants. Each library is open from 7:30 a.m. to 5 p.m., ET, Monday through Friday, and offers the following services:

- orientation to library resources, hours, and borrowing regulations;
- assistance with literature searches and other research;
- interlibrary loan service to obtain articles that are not available in the CH libraries; and
- electronic searches through CHS World, which can be accessed in the student computer laboratory and on the patient care units in the Regional Medical Center.

TECHNICAL SUPPORT

Technical support is available by calling (609) 777-5680 or emailing support@tesu.edu at any time. Students and mentors can receive technical support for such functions as logging into myEdison®, resetting passwords, submitting assignments, and handling pop-up blockers. Users of this service are advised that only technical support questions will be addressed. Questions pertaining to such services as advising, course registration, financial aid, or program-related services are not able to be answered. Additional technical support is provided for the online nursing courses by a mentor available in each course specifically for this purpose.

FINANCIAL AID

Information on financial aid may be obtained by contacting the Office of Admissions and Enrollment Services at (609) 777-5680, the Office of Financial Aid at (609) 633-9658, via email at finaid@tesu.edu, or online at www.tesu.edu. Information on scholarships and other financial aid opportunities for students may be posted on the University website at www.tesu.edu/nursing when appropriate. Scholarship and other funding information is also available at www.discovernursing.com. Students on financial aid should familiarize themselves with the recommended course sequence and prerequisites to make the best use of financial aid awarded and progress toward degree completion.

SUPPORT SERVICES - ACADEMIC

The mentors and staff are available to help the student achieve academic, professional, and personal goals. Ultimately, it is the student’s responsibility to take full advantage of the many services offered by Thomas Edison State University.

ACADEMIC IMPROVEMENT PROGRAMS

The W. Cary Edwards School of Nursing is committed to providing a variety of strategies for learning support throughout the curriculum to increase student knowledge and prepare for achieving NCLEX–RN success.

To attain this goal, the School utilizes an online educational program that offers individual testing opportunities and case studies. This program is designed to promote critical thinking and problem solving and to reinforce nursing concepts. These online applications can be used anywhere internet access is available. The individual nursing courses utilize these resources as part of the class requirement; however, students often use the program independently to review nursing content and practice testing.

HONOR SOCIETY

The Upsilon Rho chapter of Sigma Theta Tau International Honor Society of Nursing was chartered in 2008. Eligibility to the chapter for all Accelerated 2nd Degree BSN students includes a cumulative GPA of 3.0 or higher, upper 35 percent in class rank and demonstration of academic integrity. Membership is by invitation only. Graduates of the School may apply under the nurse leader criteria. Eligible candidates will be inducted at the annual pinning ceremony. Additional information on the Upsilon Rho chapter is located at www.tesu.edu/nursing. Students with any history of academic integrity violations are not eligible for any award or honor.
# Directory for Enrolled Students

<table>
<thead>
<tr>
<th>Department</th>
<th>Phone</th>
<th>Fax</th>
<th>Email</th>
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</thead>
<tbody>
<tr>
<td>W. Cary Edwards School of Nursing</td>
<td>(609) 633-6460 • Fax: (609) 292-8279</td>
<td></td>
<td><a href="mailto:nursing@tesu.edu">nursing@tesu.edu</a>; <a href="mailto:gradnursing@tesu.edu">gradnursing@tesu.edu</a>; <a href="mailto:dnp@tesu.edu">dnp@tesu.edu</a></td>
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<tr>
<td>Office of Admissions and Enrollment Services</td>
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<tr>
<td>General inquiries</td>
<td>(609) 777-5680</td>
<td>Monday - Friday, 8 a.m. - 6 p.m., ET</td>
<td></td>
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<tr>
<td>Fax: (609) 777-5680</td>
<td></td>
<td>(609) 777-5680</td>
<td></td>
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<tr>
<td>Email: <a href="mailto:nursing@tesu.edu">nursing@tesu.edu</a></td>
<td></td>
<td>(<a href="mailto:nursing@tesu.edu">nursing@tesu.edu</a> • Web: <a href="http://www.tesu.edu">www.tesu.edu</a>)</td>
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<tr>
<td>Academic Advisement for Accepted Students</td>
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<tr>
<td>Phone: General Questions</td>
<td>(609) 777-5680</td>
<td>Monday - Thursday, from 10 a.m. - 6 p.m., ET</td>
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<tr>
<td>Fax: (609) 292-8279 (nursing)</td>
<td></td>
<td>(609) 777-5680</td>
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<tr>
<td>Web: myEdison® login - go to Help, then University Support Portal to submit a ticket</td>
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<td>Office of Student Financial Accounts</td>
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<tr>
<td>Payments and student account information</td>
<td>(609) 984-4099</td>
<td>Fax: (609) 984-4066</td>
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<tr>
<td>Email: <a href="mailto:bursar@tesu.edu">bursar@tesu.edu</a></td>
<td></td>
<td>(<a href="mailto:bursar@tesu.edu">bursar@tesu.edu</a>)</td>
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<td>Office of Financial Aid</td>
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<tr>
<td>Phone: (609) 777-5680</td>
<td>Fax: (609) 633-6489</td>
<td>(609) 777-5680</td>
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<tr>
<td>Email: <a href="mailto:finaid@tesu.edu">finaid@tesu.edu</a></td>
<td></td>
<td>(<a href="mailto:finaid@tesu.edu">finaid@tesu.edu</a>)</td>
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<tr>
<td>Office of the Registrar</td>
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<tr>
<td>Course registrations</td>
<td>(609) 633-9242 (registering for courses)</td>
<td>Fax: (609) 292-1657</td>
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<tr>
<td>Requesting official transcripts</td>
<td>(609) 984-1180 (transcripts, graduation information)</td>
<td>Fax: (609) 777-0477</td>
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<tr>
<td>Receipt of transcripts</td>
<td></td>
<td>(<a href="mailto:registrar@tesu.edu">registrar@tesu.edu</a>)</td>
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<td>Applying for graduation</td>
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<td>Center for Disability Services</td>
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<td>Information and assistance with accommodations</td>
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<td>for students with special needs</td>
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<tr>
<td>Phone: (609) 984-1141, ext. 3415</td>
<td>TTY: (609) 341-3109 (for hearing impaired students)</td>
<td>Fax: (609) 493-5232</td>
<td>(<a href="mailto:ada@tesu.edu">ada@tesu.edu</a>)</td>
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<tr>
<td>Technical Support</td>
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<tr>
<td>Phone: (609) 777-5680</td>
<td>Fax: (609) 777-5680</td>
<td>Email: <a href="mailto:support@tesu.edu">support@tesu.edu</a></td>
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