DEPARTMENT OF NURSING

2013-2014

Addendum to the
UNDERGRADUATE STUDENT
HANDBOOK

COLLEGE OF NURSING & HEALTH SCIENCES
Disclosure Statement:
The Department of Nursing, subject to and consistent with the policies of The University of Vermont, reserves the right to make changes in course offerings and degree requirements as educational and financial considerations require.

Note: There is a separate handbook for students in the graduate program.
Welcome!

On behalf of the faculty and staff, it is my great pleasure to welcome you to The University of Vermont Department of Nursing. The Department boasts a proud heritage of preparing individuals for professional nursing practice by providing a comprehensive and integrated educational experience. We view your undergraduate education as your initial step in a process of lifelong learning as a professional nurse.

The faculty, staff, and I look forward to guiding and supporting your efforts, as you earn your baccalaureate degree in nursing. Education is a collaborative endeavor. Thus, we are prepared to work with you as you build the requisite knowledge base and acquire the skills necessary for professional nursing practice. Communication is essential in this process. We will remain in dialogue with you, advise you, and provide you with feedback throughout your educational experience. I urge you to communicate with faculty members, staff, or myself whenever you have a question, a concern, a suggestion, or just need to talk with someone.

By choosing to study at The University of Vermont, we believe that you have made a commitment to rigor and excellence in your educational endeavors. As you will shortly begin to discover, a critical component of that education will be refining several fundamental skills that are the hallmarks of a caring, compassionate professional nurse and that are absolutely essential when caring for another human being, namely listening to others, being sensitive to their needs, and reflecting on what it means to be a professional. We look forward to helping you nurture these attributes!

Once again, welcome to UVM and the Department of Nursing.

Most Sincerely Yours,

Stuart Whitney, Ed.D., RN, CNS
Clinical Associate Professor
Undergraduate Coordinator
Department of Nursing Mission Statement

The mission of the Department of Nursing reflects the mission of the University. The University mission, "...is to create and share knowledge. UVM prepares its students to live productive, responsible, and creative lives through a high quality liberal education. As a research university, UVM endorses the intrinsic value of the creation of new knowledge and promotes the application of relevant knowledge to benefit the State of Vermont and society as a whole. As a research university, UVM is distinguished by the comprehensiveness of its academic mission, its range of graduate and undergraduate programs and its commitment to research-based lifelong learning. As a community of scholars, students, both undergraduate and graduate, are involved in the generation of knowledge. As a member of its local and global community, the University has an obligation to share its knowledge, to assist with relevant applications of that knowledge, and to understand and respond to a changing and diverse world" (UVM Undergraduate Catalogue).

The mission of the Department of Nursing is derived from its philosophy. It reflects the faculty's assessment of current and projected health needs of people everywhere and the role of the nursing profession in meeting these needs. The mission is: 1) to prepare qualified individuals for professional and advanced nursing practice, 2) to improve the quality of nursing education and service, and 3) to improve the quality of health and health care.

The Department of Nursing carries out its mission of preparing qualified individuals for professional and advanced nursing practice by offering the following educational programs.

- A baccalaureate degree in nursing. This program is designed to prepare individuals for entry level professional nursing practice. Professional nursing practice focuses on meeting the existing and potential health needs of individuals or groups at any level of well-being.
- A master's degree in nursing. This program is designed to prepare nurses for advanced professional nursing practice. Advanced nursing practice as described by Conley (1978) denotes expanded knowledge and skill in a specialized area of clinical nursing (e.g., adult health, community health, primary care), scientific inquiry, contribution to improvement of health care delivery, and contribution to the advancement of the nursing profession.
- A Master’s Entry Program in Nursing. This program is an accelerated educational program that prepares well-qualified graduates of baccalaureate or higher degree programs in other disciplines to become advanced practice nurses.
- A post-master’s certificate in primary care. This program prepares advanced practice nurses specifically for the role of a nurse practitioner.

The Department carries out its mission of improving the quality of nursing education and service through the following activities:

- Research and scholarly activities which contribute to the development of clinical practice, nursing education, and the further development of the science of nursing.
- Outreach to the community.
- Participation in local, state, regional, and national nursing organizations.
- Provision of consultation to agencies providing nursing care and nursing education.
The Department carries out its mission of improving the quality of health and health care through the following activities:

- Preparing qualified individuals for nursing practice at entry and graduate levels.
- Undertaking research and scholarly activities which contribute to the improvement of health care.
- Participation in the activities of health related organizations.
- Educating consumers of health care.


Approved - 1/11/79
Philosophy of the Department of Nursing

Our goal is to enhance the health of a complex pluralistic society through research and the preparation of exemplary practitioners. As a faculty we believe learning, discovery, and engagement are life-long processes. Nursing practice evolves in response to the health needs of a global society and transcends cultural and national boundaries. Health is a dynamic process that involves the interplay of individuals, families, and communities with their environments—economic, social, political, built, and natural—and is filtered though and shaped by health values and beliefs. Health values, in turn, are influenced by personal, spiritual, cultural, and societal beliefs and practices.
History of the Department of Nursing

Nursing as an academic program was established at The University of Vermont in 1943 offering a baccalaureate degree. Originally the program held departmental status within the College of Arts and Sciences and later the College of Education and Nursing. In 1968 the Department of Nursing became the Department of Nursing within the newly formed Division of Health Sciences.

At its inception, the baccalaureate nursing program was five calendar years in length. Over time it evolved into the current four-year academic program format. In so doing, the curriculum of the baccalaureate program has emerged as a model for the campus for its commitment to liberal and professional education.

The demand for change in academic programs throughout the 1960s, precipitated by a knowledge explosion in the health sciences, created new opportunities for the School of Nursing. In 1966, funded by the American Nurses’ Foundation, a program in continuing education for nurses was started. As an outcome, registered nurses joined the baccalaureate nursing program starting in 1968. Also notable, 1968 marked the initiation of the second academic program in nursing, the two-year associate degree program.

In 1974, a federally funded certificate nurse practitioner program was begun. This program continued until 1981. In 1988, the master of science program was approved by the UVM Board of Trustees and the first graduate students were admitted to the adult health nursing track in the fall of that year. The community health nursing track was added in 1989. In 1996, the primary care track was established with federal funding to prepare nurse practitioners.

In May 1996, the faculty of the School of Nursing closed the associate degree nursing program and focused their energy on the baccalaureate and graduate programs. In addition to expanding the graduate program, an RN-BS-MS accelerated track was added to the baccalaureate program in the fall of 1997.

In 2000, the Dean of the School of Nursing also assumed responsibilities as the Dean of the School of Allied Health Sciences, and in 2002 the two Schools joined to become the College of Nursing and Health Sciences. The School of Nursing became the Department of Nursing in the newly formed College of Nursing and Health Sciences.

The Department of Nursing offers a Bachelor of Science in Nursing degree and a Master of Science in Nursing degree. The program is approved by the Vermont State Board of Nursing and accredited by the Commission on Collegiate Nursing Education.
Location

The Department of Nursing is located in the Rowell Building which is connected to the Given Building. Administrative offices and faculty offices are all located on the second floor. The Rowell and Given Buildings are open from 7:00 a.m. to 7:00 p.m. Monday through Friday.

Administrative and Faculty Offices

- Administrative offices for the undergraduate nursing program are located in Rowell 216.
- The office of the Department of Nursing Chair is in Rowell 216.
- Most faculty offices are located on the second floor of Rowell. Specific office numbers of individual faculty can be found in the UVM Directory, via the UVM Home Page, or through the staff in Room 216.
- The office of the Dean, College of Nursing and Health Sciences, is located in Rowell 105.
- The Student Service Office, College of Nursing and Health Sciences, is located on the ground level of Rowell, room 002.

The Simulation Center

The main Simulation Center is on the second floor of the Rowell Building. The Assessment Center is on the second floor in the Given Building. This dedicated space creates an environment for students to learn and practice selected psychomotor, cognitive and affective nursing skills in a realistic environment.

Lockers

Third-year, fourth-year, and RN-BS-MS nursing students may sign up in Rowell 002, Student Services, for use of a locker at no cost. Two students are assigned to each locker. Lockers must be completely emptied at the end of the spring semester every year. Items remaining in lockers after the last day of classes will be discarded.

Communications

1. **Contacting Faculty** - Faculty may be contacted through their individual extensions listed in the UVM Telephone Directory. Faculty may also be contacted by e-mail. A listing of faculty e-mail addresses can be found on-line in the UVM web site under UVM Directory: [https://www.uvm.edu/directory/](https://www.uvm.edu/directory/)

2. **Communication** - Students are expected to check their UVM email accounts on a regular basis for important information.

3. **Change of address** - Student's current local address and phone number should be on file through the Registrar's Office. To update your directory information: [https://www.uvm.edu/directory/?Page=change_login.php](https://www.uvm.edu/directory/?Page=change_login.php) It is essential that there be a way to contact students in case of emergency.
Baccalaureate Program in Nursing

Introduction

The overall organizing framework of the generic baccalaureate program is derived from a holistic-humanistic arrangement of the major concepts contained within the Department’s philosophy. An understanding of the human experience of health forms a focal point of the framework.

The University of Vermont Department of Nursing also has an RN-BS-MS program for registered nurses. This is an accelerated program in which the students have an option to "step out" after completion of the baccalaureate requirements with a B. S. degree or to apply to the Graduate College to pursue a master’s degree.

Program Outcomes

At the completion of the program the graduates of the Baccalaureate Program will:

1. Provide safe, effective and culturally-sensitive relationship-centered care across the life-span.
2. Collaborate and communicate effectively with the interdisciplinary health care team.
3. Use information and technology to enhance health care outcomes.
4. Integrate reliable evidence from the multiple ways of knowing to inform practice and make clinical judgments.
5. Minimize risk of harm to clients and providers through both individual performance and system effectiveness.
6. Demonstrate accountability for practicing nursing using established moral, legal, ethical regulatory and humanistic principles.
7. Influence the behavior of clients within the environment in a way that will facilitate the establishment and acquisition/achievement of shared goals.
8. Advocate for a healthy environment though individual and collective action

Approved by the Baccalaureate Education Committee: 2/14/2011
Approved by DON: 3/17/2011
Academic Advisement and Academic Resources

Each student is assigned a faculty advisor to assist in program planning. An advisor may be changed when: (a) the advisor or advisee believes that another faculty member could serve the student better, (b) the faculty member's workload warrants readjustment, or (c) the advisor is on leave or terminates employment. Requests for change of advisor should be made to Miriam Harms in Rowell 216 (Miriam.Harms@uvm.edu).

Advisement is the responsibility of both the student and faculty. Students are encouraged to initiate a meeting with their advisor each semester to discuss progression and graduation requirements, changes in courses, and for guidance in elective course selection as needed. Advisors are available either during scheduled office hours or by appointment throughout the semester to discuss issues or questions students may have.

The *Learning Cooperative* represents an additional academic resource. The Learning Co-op supplements the academic environment by providing developmental instruction in writing, reading, and study skills. The Co-op also maintains a campus-wide tutoring program. An appointment can be made by calling 656-4075.

Additional resources are described in the UVM Catalogue.

Approved by Faculty Senate, 7/2011
Overview of the Curriculum for the Baccalaureate Program

The Bachelor of Science degree with a major in nursing is awarded upon completion of a minimum of 125 credit hours in full- or part-time study. The major components of the curriculum are: required non-nursing courses, elective courses, and major nursing courses.

The specific required courses are illustrated on the curriculum plan on the following page. A program check list is also provided to help with course planning each semester. Students must successfully achieve:

- 63 credit hours of major nursing courses
- 50 credit hours of required non-nursing courses
- 12 credit hours of elective courses

Many of the major nursing courses have both a theoretical and a laboratory or practicum component. Credit allocation for class, laboratory, and practicum components of courses is described below:

One credit is equivalent to 1 class hour/week.
One credit is equivalent to 2 laboratory hours/week.
One credit is equivalent to 3 practicum hours/week.
## NURSING/PRNU Curriculum
### Academic Year: 2013-2014

### FIRST YEAR

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<td><strong>Fall Semester</strong></td>
<td>CHEM 023 (Outline of General Chemistry)</td>
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<td>NH 050 (Applications to Hlth: Person to System)</td>
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<td>Philosophy/Religion/Ethics Course</td>
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Total Credits: 14

### SECOND YEAR

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<td>STAT 111 (Elements of Statistics)</td>
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Total Credits: 17-18

### THIRD YEAR

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<td>PRNU 121 (Gerontology)</td>
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<td>PRNU 134 (Adult Health Nursing I)</td>
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<td>PRNU 128 (Pharmacology)</td>
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<td>PRNU 129 (Women and Newborn Nursing)</td>
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<td>PRNU 132 (Child &amp; Adolescent Nursing)</td>
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<td>PRNU 235 (Psychiatric &amp; Mental Health Nursing)</td>
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Total Credits: 17

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<td><strong>Fall Semester</strong></td>
<td>PRNU 231 (Chronic &amp; Palliative Care Nursing)</td>
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<td>PRNU 240 (Contemporary Issues &amp; Leadership in Professional Nursing)</td>
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<td>PRNU 234 (Adult Health Nursing II)</td>
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<td>PRNU 241 (Public Health Nursing)</td>
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<td>PRNU 132 (Child &amp; Adolescent Nursing) OR</td>
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<td>PRNU 235 (Psychiatric &amp; Mental Health Nursing)</td>
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<td>PRNU 243 (Transition to Professional Practice)</td>
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Total Credits: 14

### Total Credits for Program: 127-128

*Sociology 1 or any sociology course below 100
**3-4 credit hour environmental studies, environmental sciences, or natural resources course required
***6 credit hours of diversity courses

Approved Department of Nursing: 5/11/2012  Updated: 12/13/2012
Name ____________________________________________

Minimum Credits Required: 126

For transfer from other schools, subject to approval by UVM Office of Transfer Affairs

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<td>NURS 120</td>
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<td>STAT 111 or 141</td>
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<td>HUMANITIES &amp; LANGUAGES (6 credits)**</td>
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**Diversity Requirement (6 credits)**
(One D1 and one D2 course or two D1 courses)

A grade of C or better is required in all courses except general electives and PE.

* SOC 1 or any sociology course below 100
** 6 credits meeting the race relations guidelines must be taken prior to graduation
*** 3-4 credit environmental studies, environmental science, or natural resources course updated 11/21/11
The University of Vermont, Department of Nursing, also has an RN-BS-MS Program for registered nurses. This is an accelerated program in which the students have an option to "step out" after completion of the baccalaureate requirements with a B. S. degree. In this program, the bachelor of science degree with a major in nursing is awarded upon completion of a minimum of 121 credit hours in full- or part-time study. The major components of the RN-BS curriculum are: required non-nursing courses, elective courses, and major nursing courses. The specific required courses are illustrated on the curriculum plan on the following page.

Some of the major nursing courses have both a theoretical and practicum component. Credit allocation for class, laboratory, and practicum components of courses is described below:

- One credit is equivalent to 1 class hour/week
- One credit is equivalent to 2 laboratory hours/week
- One credit is equivalent to 3 practicum hours/week
RN-BS Student Curriculum Plan for Baccalaureate Requirements

The program for registered nurses was designed to address changes in health care and to better serve the registered nurse returning to school. The focus of baccalaureate program component is on health and health promotion for individuals, families, groups, and communities; and the factors that influence delivery of health care services.

Total credits required: 121

Transferred credits: Subject to approval by UVM Office of Transfer Affairs, students may potentially transfer in up to 34 nursing credits and 32 non-nursing credits from their previous nursing program.

Grade requirement: A grade of C or better is required in all courses with the exception of general electives.

The baccalaureate nursing course sequence includes: (total of 31 credits required)

- PRNU 60 Transition to Contemporary Professional Nursing 3 credits
- PRNU 111 Nursing Research 3 credits
- PRNU 113 Assessment of Health of Individuals, Families, and Communities 3 credits
- PRNU 241 Community/Public Health Nursing 6 credits
- PRNU 263 Professional Nursing Practice 3 credits
- GRNU 310 Theoretical Foundations of Nursing 3 credits
- GRNU 315 Policy, Organization and Financing of Health Care 3 credits
- Additional PRNU/NURS/HLTH nursing courses 6 credits

The baccalaureate non-nursing courses include: (total of 57 credits, 59 with physical education)

- Quantitative Sciences (see below) 18 credits
- STAT 111 or 141 Statistics 3 credits
- Psychology course 3 credits
- Sociology course 3 credits
- English course 3 credits
- Philosophy, Religion, or Ethics course 3 credits
- HDFS 005 Human Development 3 credits
- Environmental Science Course 3-4 credits
- General education electives 18 credits

At least two 3-credit courses meeting the race relations and ethnicity guidelines must be taken prior to graduation if student is admitted fall 2008 or later.

Suggested UVM Quantitative Science Courses for RN-BS-MS students (some have prerequisites):

- CHEM 23  Introductory Chemistry
- CHEM 26  Outline of Organic & Biochemistry
- ANPS 19, 20 Anatomy & Physiology
- MMG 65 or BMT 54 Microbiology
- BIOL 1, 2 Principles of Biology
- BIOL 6 Evolutionary Biology
- BOT 4  Introduction to Botany
- BOT 6  The Green World
- MATH 1  Elementary College Algebra
- MATH 9  College Algebra
- MATH 19  Fundamentals of Calculus I
- MATH 20  Fundamentals of Calculus II
- MATH 94  College Algebra
- MATH 20  Fundamentals of Calculus II
- MMG 101  Biology of Micro-organisms
- NR 1 Natural History and Field Ecology
- NFS 43 Fundamentals of Nutrition
- NFS 53 Basic Concepts of Foods
- NFS 63 Obesity, Weight Control, and Fitness
- NURS 120 Pathophysiology
- PAT H 101 Intro to Human Disease
- PHYS 9 Energy and the Environment
- PSS 11 Principles of Plant Science
- WFB 74 Wildlife Conservation

7/28/09
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<td>STATISTICS (3 credits)</td>
<td></td>
<td></td>
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<tr>
<td>PRNU/NURS/HLTH</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>STAT 111 or 141</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>TRANSFERRED NURSING CREDITS (up to 34)</td>
<td></td>
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<tr>
<td>SOCIAL SCIENCES (6 credits)*</td>
<td></td>
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<tr>
<td>Psychology</td>
<td>3</td>
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<tr>
<td>Sociology</td>
<td>3</td>
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<tr>
<td>HUMANITIES &amp; LANGUAGES (6 credits)*</td>
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<tr>
<td>English</td>
<td>3</td>
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<tr>
<td>Philosophy or Religion or Ethics</td>
<td>3</td>
<td></td>
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<tr>
<td>GENERAL ELECTIVES (18 credits)*</td>
<td></td>
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<tr>
<td>HUMAN DEVELOPMENT (3 credits)</td>
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<tr>
<td>HDFS 5</td>
<td>3</td>
<td></td>
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<tr>
<td>ENVIRONMENTAL STUDIES (3-4 credits)</td>
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<tr>
<td>ENVS (Suggestions: ENVS 1, 2, or 7; ENSC 1 or 130; NR 2 or NR 107/HLTH 107)</td>
<td>3-4</td>
<td></td>
</tr>
</tbody>
</table>

*Diversity requirement (6 credits) (one D1 and one D2 or two D1 courses)

Grade requirement: A grade of C or better is required in all courses with the exception of general electives.

* Six credits meeting the diversity requirement guidelines must be taken prior to graduation.

Important: 30 out of the last 45 semester hours of credit must be taken through UVM.
Independent Study

Students may develop an independent study in nursing to fulfill one or more elective course credits. Students who wish to undertake independent study in the baccalaureate nursing program (see UVM Catalogue) is reminded that arrangements to do so must be made and approved prior to registration day of the semester in which independent study is carried out. The independent study must be approved by Baccalaureate Education Committee. Most faculty are not on contract during summer months and thus they may not be available for supervision of independent studies during the summer. Prior to planning an independent study, you should read carefully the document entitled PRNU 197 Independent Study that is available in Rowell 216.

APA Format Guidelines


University of Vermont: College of Nursing and Health Sciences

Department of Nursing: Study Abroad

(See pages 35-36 in CNHS Undergraduate Student Handbook)
Practicum Experiences

Many of the major nursing courses have both a theoretical and practicum component. Practicum experiences are designed to provide an opportunity to apply knowledge and skills learned in the classroom. Many of these experiences will take place away from the UVM campus and thus access to a car is necessary. When feasible, students will be encouraged to car pool and travel together. Please note that some practicum experiences may occur during the evening hours.

Attendance at all clinical experiences is a professional expectation. Absences from clinical activities may occur due to personal illnesses, events or family circumstances. On occasion, absences can be anticipated such as religious holidays and participation in UVM-sanctioned athletic events. Any request for an absence for a special circumstance must be discussed and approved prior to the scheduled clinical day.

Absences for illness or family circumstances are considered on an individual basis. Student performance will determine whether or not make up of clinical hours is required. Missed clinical time can result in clinical warning, clinical failure or need to make-up clinical time. Make up hours may be completed during the semester which the absences occurred or during the following semester, depending on faculty availability. Academic progression may be affected by absences.

Students are responsible for notifying both the clinical faculty and clinical site of any absences or delayed arrival to an assigned clinical activity.

Student Mandatories

As a CNHS undergraduate student, you are required to complete the CNHS Mandatories, prior to matriculating into your program. Since each clinical site has different requirements, it is essential to be compliant with this process. It is your responsibility to ensure that you are up to date with all pre-clinical requirements (example: making sure that your CPR certification is current). Aside from being required before clinical experiences, the CNHS Mandatories keep you healthy and safe for your future profession.

Complete details on CNHS Mandatories are online at:
http://www.uvm.edu/~cnhs/?Page=student_services/ugmandatories.html

The immunization and serology work takes time. You may need a booster and you may need to re-titer. Allow yourself ample time to complete this process and schedule your health care provider appointments by planning ahead.

Note: Students will be disenrolled from all PRNU courses if these requirements have not been met.
MATH COMPETENCY EXAM POLICY

Math competency exams will be given in the following nursing courses: PRNU 114, 128, 132, 134 and 234.

The math competency exams in PRNU 114 and 128 must be completed by the end of the semester with a grade of 90% or higher. If a student scores less than 90%, the student should meet with the professor to remediate prior to retaking the exam. The student will complete a similar second math competency exam within one week and must score at least 90%. Any student who fails to earn a score of 90% or higher on the second math competency exam will receive a Grade of “F” for the course.

The math competency exam in PRNU 132, 134 and 234 will be given during the first week of the semester. If the student scores less than 90%, the student should meet with the professor to remediate prior to retaking the exam. The student must successfully complete a similar second math competency exam with a grade of 90% or higher within one week. The student may not administer any medications in the clinical setting until completing the medication competency exam with a score of 90% or higher. Grades for both math competency exams will be averaged together when calculating the final grade for the math competency exam.

If a student fails to achieve a score of 90% or higher on the second math competency exam, the student will not be able to continue in any clinical nursing course during that semester (i.e., will need to withdraw from all clinical nursing courses). Progression in the program will be impacted.

Approved Bac Ed Committee: 4/30/2012
Approved Department of Nursing: 5/11/2012
Confidentiality

All clients have a right to confidentiality regarding their health status and their interactions within the health care system. Throughout many of your practicum experiences, clients will be sharing highly personal information with you. As well, you will have access to health information through health records. It is your obligation to keep this information private. You have a responsibility to protect the information you obtain and use it within the guidelines you will be learning in your courses.

This same obligation extends beyond the clinical area to all classes. When presenting cases or using an example from your practicum experience to express a concept, you are to maintain the confidentiality of your clients and not disclose any identifying information.

Safety Priorities

Whenever students are interacting in the community, safety is a concern. The following guidelines* for personal security should be considered whenever students are involved in community experiences.

- Call prior to going to a client's home so that they know what time to expect you and can watch for your arrival.
- Ask clients to restrain pets that may be aggressive.
- Do not carry a purse, large amounts of cash, or valuable personal belonging into a client's home.
- Park your vehicle where it can easily be seen from the client's home.
- Avoid parking close to an intersection or directly across the street from a driveway.
- Bring all necessary equipment and supplies with you into the home so you don't have to make unnecessary trips back to your vehicle.
- Act confident at all times, especially when walking to and from someone's house.
- Carry a soundmaker with you (loud whistle) - this can be used in the event you need help in an emergency.
- Trust your "gut instincts" as to possible unsafe or questionable situations - drive away and contact your faculty member for support.
- Be prepared - use a map and plan out your travels in advance if you are in unfamiliar surroundings.
- Wear your seatbelt at all times while traveling in any vehicle.
- Drive safely and defensively, taking into account the weather conditions.

*Revised from the Visiting Nurse's Association of Greater Kansas City Guidelines for Personal Security

Health Insurance

The University does not pay medical costs resulting from injury during practicum rotations or other curricular activity unless this injury is due to negligence of the University. All nursing students should carry their own health insurance.
UVM Department of Nursing Dress Code for Clinical Experiences

Uniform: dress of distinctive design or fashion worn by members of a particular group and serving as a means of identification; distinctive or characteristic clothing (Webster’s New Collegiate Dictionary).

Throughout your undergraduate course work you will be granted access to health care agencies in order to gain clinical experience. In each agency, you are a guest. You are expected to represent yourself in a positive manner as a future member of the nursing profession and as a UVM student. To do so requires professional attire. The following are expectations for student attire for clinical experiences:

1. Pre clinical preparation: When you go to a clinical agency to retrieve your assignment, introduce yourself to your client, and begin to collect pertinent data, you must wear professional casual attire and a lab coat with your name tag (or FAHC ID Badge) and UVM logo clearly displayed.

2. Acute Care Hospital Experiences: Hunter green scrubs, warm up jacket/lab coat if needed, and white shoes are required for direct patient care (www.alexandersuniforms.com). Your hair should be neat and clean. Long hair should be pulled back and secured when providing direct patient care. Moustaches and beards must be neat and trimmed. Make-up should be worn in moderation.

For infection control, fingernails should be clean, conservative in length, and neatly manicured. Use of artificial nails, nail decorations, or chipped nail polish is not allowed. Jewelry should be simple and kept to a minimum for your safety and patient safety.

Tattoos and visible body piercings except for ears lobes are not permitted. Colognes and perfumes should not be used in patient areas due to client allergies, sensitivities, and possible adverse reactions.

3. In-Patient Psychiatric/Community/Public Health Settings: Business professional attire is often the norm in the psychiatric clinical setting and public health agencies. Clothes should be neat, clean, and appropriate to the setting. Low heeled shoes are best for engaging in various clinical activities and to decrease the risk of personal injury.

If you have questions, please consult with your faculty member.

Approved 11/18/11.
Student Employment

The faculty at the Department of Nursing recognize that employment is a necessity for many students. Your class and practicum schedule, particularly during your junior and senior years, is very time consuming. Practicum experiences may occur during the day or evening hours and may be outside of Burlington city limits requiring travel time. When making employment commitments be mindful of the flexibility you will need to be available to meet the Department of Nursing classroom and practicum requirements. Please be aware that honoring an employment commitment is never a valid reason for absence from class or practicum. Furthermore, if you do not meet the required number of class and clinical hours, you may not be certified as having completed the program and, thus, may be ineligible for graduation.

Work Study Opportunities

The Department of Nursing has several work study positions available including staff assistants, laboratory technician, and research assistants. These positions can only be filled by students who have been awarded Federal Work Study financial aid. Applications are available in annually in Rowell 216.

Nursing Assistant

If you choose to work as a nursing assistant in Vermont it is important for you to be aware of the Vermont State Board of Nursing Rules and Regulations. These are available from the Vermont State Board of Nursing, 109 State Street, Montpelier, VT 05609-1106, (802) 828-2396.

The Vermont Nurse Practice Act prohibits unlicensed persons from practicing as a professional nurse, practical nurse, or nursing assistant. It is therefore illegal for unlicensed student nurses to perform functions of the registered professional nurse or licensed practical nurse except when performing these functions under the direction and supervision of a faculty member or faculty member designee.

To be employed as a nursing assistant in Vermont, a student must obtain a license. A nursing assistant refers to an individual who performs nursing or nursing related functions under the supervision of a licensed nurse. For information regarding licensure as a nursing assistant, contact the Vermont State Board of Nursing, at the address or telephone number above to request an application.

1State of Vermont, Board of Nursing, Title 26 V.S.A. Chapter 28 and Administrative Rules
Waiver Application

Purpose
The attached waiver form has been designed to facilitate the waiver request process. Any student seeking a waiver of any Department or program policy or regulation must use this form.

Process
Department or Policy Regulation: Complete this section by quoting the policy or regulation you are requesting waived.
Rationale for Waiver: Clearly and concisely state your rationale for requesting the waiver and why it should be granted. All relevant information should be included here.
Advisor screening: Submit signed and dated application to your faculty advisor for his/her input and signature.
Undergraduate Program Coordinator or Chair decision: The Undergraduate Program Coordinator (for undergraduates) or Chair (for graduate students) reviews the completed application and takes final action on the request.
Committee review and recommendation: In some cases the Undergraduate Program Coordinator or Chair will ask the Baccalaureate Education Committee or Graduate Education Committee for their input and recommendation regarding a particular waiver request

After the process has been completed, a copy of the waiver application will be forwarded to the student informing him/her of the decision.

__________________________________________________________________________

Student Name:__________________________________      Date: ________________

Policy/Regulation involved:

__________________________________________________________________________

Rationale for Waiver request:

__________________________________________________________________________

Student Signature:______________________      Date: ________________
Advisor Screening:
I have reviewed this waiver request with student.

Advisor’s Signature:__________________
Date:__________________

Decision by Undergraduate Program Coordinator (or Department Chair for Graduate Program):
I support the waiver request ____
I do not support the waiver request ____
Comments:

Signature:__________________
Date:__________________

Consultation with Baccalaureate Education Committee or Graduate Education Committee (if needed):

Signature:__________________
Date:__________________

7/13/04
There are multiple opportunities for student participation in the governance of the University, the College, and the Department of Nursing. Students may also join the Student Nurse Association and may qualify for Kappa Tau, the UVM Chapter of Sigma Theta Tau, the international nursing honor society. Students are strongly encouraged to consider these opportunities and actively participate in this aspect of University life. For a description of possibilities on University committees, see the Cat's Tale.

In the Department of Nursing, the following committees and organizations seek undergraduate student participation:

<table>
<thead>
<tr>
<th>Committee/Organization</th>
<th>Purpose</th>
<th>Membership</th>
<th>Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baccalaureate Education Committee</td>
<td>Makes recommendations to the Faculty Organization to refine, implement, and evaluate the BS curriculum.</td>
<td>One or two student representatives, five elected faculty members, and invited persons with liaison responsibilities.</td>
<td>Generally once a month.</td>
</tr>
<tr>
<td>Kappa Tau Chapter of Sigma Theta Tau International Nursing Honor Society</td>
<td>The purposes of Kappa Tau are to recognize superior achievement and development of leadership qualities, foster high professional standards, encourage creative work, and strengthen commitment to the ideals and purposes of the profession.</td>
<td>Senior baccalaureate nursing students qualify for membership if their grade point average is greater than 3.0 and they are in the top 35% of their class.</td>
<td>Kappa Tau activities occur throughout the semester and are open to all.</td>
</tr>
<tr>
<td>The University of Vermont Student Nurse Association (UVSNA)</td>
<td>Provide an opportunity to focus on current educational and political issues. Activities include community service, social events, fund raising and scheduled meetings to share information on student life, health care issues, and various topics of interest.</td>
<td>Faculty advisor and all interested students.</td>
<td>Meetings scheduled on a regular basis during the academic year.</td>
</tr>
</tbody>
</table>
Welcome!

As a nursing student here at The University of Vermont, you are automatically enrolled in the Student Nurses Association (SNA) unless you have opted out. This exciting national nursing organization provides students with many wonderful opportunities, and I encourage all of you to take some time over the course of this school year to find out more about us.

Here at UVM, the SNA provides many opportunities to network with fellow nursing students and faculty as well as participate in community service activities. In addition, many nursing students attend the national SNA Convention. In the past, we have traveled to Salt Lake City, Utah, Baltimore, Maryland, Anaheim, California, Texas, and Tennessee and were able to actively participate in national issues affecting nursing practice. You each have a voice as student nurses and this is one way you can make a difference. Come and join us on an adventure to future conventions.

There are also opportunities to develop leadership skills by becoming an officer in our local chapter of the SNA. Each spring, new officers are elected among interested nursing students to fill positions as President, Vice-President, Secretary/Treasurer, Fundraising Chair, and Convention Planning Chair. To become an officer, you simply need some motivation, enthusiasm, and another student to nominate you. All of you qualify!

We have monthly meetings (usually with free pizza or other goodies!) and work on various projects including fundraising, job fairs, community service activities, and issues affecting nursing students' experiences here at UVM. Occasionally we invite guest speakers such as nurse recruiters from area hospitals, the military services or the Peace Corps, and we work closely with both the Department of Nursing faculty and the College of Nursing and Health Sciences. The SNA is also a recognized University of Vermont Student Government Organization.

You will be added to the SNA email listserv and notified of meetings and events. If you have any questions, please feel free to contact me at 656-2622 or via email at Christina.Melvin@uvm.edu.

I look forward to working with you!

Warmest Regards,

Christina Melvin, MS, PHCNS, BC
Faculty Advisor
Student Nurses Association
Department of Nursing
National Student Nurses' Association

Code of Academic and Clinical Conduct

Preamble
Students of nursing have a responsibility to society to learn the academic theory and clinical skills needed to provide nursing care. The clinical setting presents unique challenges and responsibilities in actively practicing that care while caring for human beings in a variety of health care environments. The Code of Academic and Clinical Conduct is based on an understanding that to practice nursing as a student is an agreement to uphold the trust with which society has placed in us. The statements of the Code provide guidance for the nursing student in the personal development of an ethical foundation and need not be limited strictly to the academic or clinical environment but can assist in the holistic development of the person.

A CODE FOR NURSING STUDENTS
As students are involved in the clinical academic environments we believe that ethical principles are a necessary guide to professional development. Therefore within these environments we:

1. Advocate for the rights of all clients.
3. Take appropriate action to ensure the safety of clients and others.
4. Provide care for the client in a timely, compassionate and professional manner.
5. Communicate client care in a truthful, timely and accurate manner.
6. Actively promote the highest level of moral and ethical principles and accept responsibility for our actions.
7. Promote excellence in nursing by encouraging lifelong learning and personal development.
8. Treat others with respect and promote an environment that respects human rights, values and choice of cultural and spiritual beliefs.
9. Cooperate in every reasonable manner with the academic faculty and clinical staff to ensure the highest quality of client care.
10. Use every opportunity to improve faculty and clinical staff understanding of the learning needs of nursing students.
11. Encourage faculty, clinical staff, and peers to mentor nursing students.
12. Refrain from performing any technique or procedure for which the student has not been adequately trained.
13. Refrain from any action or omission of care in the academic or clinical setting that creates unnecessary risk of injury to the client, self or others.
14. Assist the staff nurse or preceptor in ensuring that there is full disclosure and that proper authorizations are obtained from clients regarding any form of treatment or research.
15. Abstain from the use of alcoholic beverages or any substances in the academic and clinical setting that impair judgment.
16. Strive to achieve and maintain an optimal level of personal health.
17. Support access to treatment and rehabilitation for students who are experiencing impairments related to substance abuse and mental or physical health issues.
18. Uphold school policies and regulations related to academic and clinical performance, reserving the right to challenge and critique rules and regulations as per school grievance policy.
Scholarly and Professional Recognition

Dean's List
At the beginning of each semester full-time students with a grade-point average of not less than 3.0 who stood in the top 20 percent of their class will be recognized on the Dean's List.

Honors Day
Honors Day is held each spring to recognize students for excellence in scholarship, leadership, clinical excellence and community service. Information on specific criteria and the nomination process for the following awards can be obtained from Office of Student Services, College of Nursing and Health Sciences, Rowell 106.

Faye Crabbe Award
Awarded to a graduating baccalaureate student who has excelled in scholarship, nursing ability, and service to the University.

The Visiting Nurse Association Ann K. Twitchell Community Health Services Award
Awarded to a graduating baccalaureate student who has shown scholarship and excellence in community health services.

Kappa Tau Chapter, Sigma Theta Tau International Nursing Honor Society, Baccalaureate Student Award
Awarded to a graduating baccalaureate student who fosters high professional and academic standards in self and peers.

Clarissa Peters Allen Award
Awarded to an outstanding graduating baccalaureate student who exemplifies the character of Clarissa Peters Allen.

Spirit of Nursing Award
Awarded by the Army Nurse Corps in cooperation with the NSNA to a senior nursing student who demonstrates a commitment to excellence through his or her community, professional and academic achievements.

Vermont State Nurses' Association Awards
Awarded to a graduating baccalaureate student and a graduating master's level student, who in the opinion of the faculty, best demonstrate outstanding clinical practice.

FAHC Award for Excellence in Clinical Nursing Practice
Awarded to a graduating baccalaureate student who demonstrates excellence in clinical practice; in communicating with patients, families and colleagues; with collaboration and teamwork; and in professional appearance and demeanor.

Kathy Louise Laird O'Brien Memorial Scholarship Fund
Awarded to a fourth-year, "non-traditional" nursing student who has demonstrated financial need, is recognized by faculty as excellent in nursing practice, exhibits high professional and academic standards, has a GPA of at least a 3.0, and demonstrates initiative and maturity.

Special Recognition Awards
Select awards may be given to graduating baccalaureate students who demonstrate outstanding achievement in academics, significant University involvement and/or significant community service involvement.

Freeman Nurse Scholar Awards
Awarded to undergraduates who demonstrate academic excellence and a commitment to practice in Vermont after graduation.
Graduation

Graduation is a special time at UVM. A series of social activities for graduates, planned by the senior class, will occur during the week preceding graduation day. Students receiving graduation honors of cum laude, magna cum laude, or summa cum laude will receive honor medallions. One or two days before commencement, there is a hooding ceremony for students who have earned a graduate degree, as well as a commissioning ceremony for students who have earned a commission in the Army or Air Force through the ROTC program.

On graduation day, all students, in cap and gown, and their families/friends are invited to attend a University-wide ceremony at which degrees are conferred by the president of the University. Shortly after this ceremony concludes, the College of Nursing and Health Sciences (CNHS) holds a reception for the graduates, their families, and friends where student can receive their diploma.

Registered Nurse Licensing Examination

Upon successful completion of the program, the student is eligible to take the National Council Licensure Examination for Registered Nursing (NCLEX-RN). The licensing examination is administered by the Prometric Testing Center and is a Computerized-Adaptive Test (CAT). State boards of nursing have the sole authority to grant graduates the opportunity to take the NCLEX-RN examination.

To practice as a nurse anywhere in the United States, registration in the state where you are employed is required by law. Each state establishes its own laws and regulations. Graduates from the baccalaureate degree program are eligible to apply for licensure by examination in Vermont or any other state. Approval of the application is the prerogative of the state board of nursing. Each student should refer to the state in which they plan to take the NCLEX-RN examination for specific requirements.

The Vermont Board of Nursing lists the following qualifications for initial licensure as a registered nurse.1:

1. satisfactory completion of an approved nursing education program preparing individuals for the practice of registered nursing,
2. successful passing of the NCLEX-RN examination.

The board may deny an application for licensure if the person:
1. Has made or caused to be made a false, fraudulent or forged statement or representation in procuring or attempting to procure registration;
2. Has been convicted of a crime related to the practice of nursing or a felony which evinces an unfitness to practice nursing;
3. Is unable to practice nursing competently by reason of any cause;
4. Has willfully or repeatedly violated any of the provisions in Board of Nursing publication - Title 26 V. S. A., Chapter 28.
5. Is habitually intemperate or is addicted to the use of habit-forming drugs;
6. Has a mental, emotional or physical disability, the nature of which interferes with the ability to practice nursing competently; or
7. Engages in conduct of a character likely to deceive, defraud or harm the public.

1State of Vermont, Board of Nursing, Title 26 V.S.A. Chapter 28 and Administrative Rules (6/1/95)
Additional Information

Recommended Computer Hardware and Software
Many courses at the Department of Nursing and across campus are web-enhanced, therefore access to a computer is essential. While UVM has many computer labs open to students during the week and on weekends, a personal computer or laptop is another option to consider for convenience and easy access. UVM's Enterprise Technology Services' web site http://www.uvm.edu/ets/ has the latest information regarding minimum and recommended computer hardware and software.

Textbooks and Supplies
If textbooks are required in a given course, they will be listed in the course syllabus. The UVM Bookstore is on the main campus and is the place to buy textbooks, lab coats, health care related equipment, and other needed materials.

Libraries
The main library on campus is the Bailey-Howe Library. The Dana Medical Library is located in the Medical Education Center and contains the collections in nursing, medicine, and other health sciences, as well as the Learning Resources Computer Lab.

Interlibrary Loan (ILL) Policy/Procedure
The Dana Medical Library will offer free ILLs to undergraduate and graduate students, beginning July 1, 2002. There will be a limit of ten free ILLs per year/per student.

The rationale for this new policy is to make ILLs more affordable for students who need the service. The policy is intended to supply materials in support of undergraduate education, not research level activities.

Materials to be included are: books, journal articles, and audiovisual materials. The standard turn around time applies, which is approximately one week. Rush service will not be available for these ILLS.

The procedures for requesting materials are as follows:

a. Undergraduate students may request materials via the ILL card, the web request form, or email. The web form will be altered to have students indicate their status (so the budget number field will no longer appear).
b. Fees should not be collected from undergraduate students when they submit ILL requests. If the student has exceeded their three ILL limit, staff will let them know prior to filling the request.
c. Undergraduate students should be prepared to show their UVM ID when filling out an ILL request form.

Computer Services
Enterprise Technology Services (ETS), in the Davis Center provides computing facilities to support research projects and classroom learning of the UVM community. Workshops for students and faculty are available. Terminals and personal computers are also available in the libraries, residence halls, and the College of Nursing and Health Sciences’ electronic classroom, on the ground level of Rowell, when it is not being used for a class.
Other Sources of Information

The University of Vermont Undergraduate Catalogue, online at www.uvm.edu/catalogue
Provides an overview of the mission and philosophy of UVM as well as academic information related to the various schools and colleges that together make up the University. Brief course descriptions are provided as well as requirements for specific degree programs. Many policies and regulations are also summarized in the catalogue.

The following resources provide specific information concerning:

Advising Resources
The Learning Co-op: http://www.uvm.edu/~learnco/

Advisors
Department of Nursing Office, Rowell 216

Arts & Entertainment
The Vermont Cynic: http://www.vermontcynic.com/
Cat’s Tale: http://www.uvm.edu/~fye/programs/?Page=catstale.html#

Athletic Facilities
The Vermont Cynic (student newspaper): http://www.vermontcynic.com/
Cat’s Tale: http://www.uvm.edu/~fye/programs/?Page=catstale.html#

Financial Aid
Online Catalogue: http://www.uvm.edu/academics/catalogue2009-10/
Financial Aid Services: http://www.uvm.edu/~stdfinsv/

Libraries
Online Catalogue: http://www.uvm.edu/academics/catalogue2009-10/
Cat’s Tale: http://www.uvm.edu/~fye/programs/?Page=catstale.html#

Media Resources
Cat’s Tale: http://www.uvm.edu/~fye/programs/?Page=catstale.html#

Non-discrimination Policy
Online Catalogue: http://www.uvm.edu/academics/catalogue2009-10/
Cat’s Tale: http://www.uvm.edu/~fye/programs/?Page=catstale.html#

Pre-registration
Dates found in the UVM Catalogue
http://www.uvm.edu/academics/catalogue2009-10/

Summer/Evening courses
Continuing Education: http://learn.uvm.edu/?Page=courses.html

University Policies
Online Catalogue: http://www.uvm.edu/academics/catalogue2009-10/
Cat’s Tale: http://www.uvm.edu/~fye/programs/?Page=catstale.html#